



## Wedding Invitation Information

Thanks for choosing Uniquely Inviting for your invitations. Use this worksheet to help gather all of the information that you'll need to order your invitations. Not everyone will need every piece listed below, but it will help make sure that you're not forgetting anything.

If you will be having your invitations custom-designed and printed in-house, everything is priced individually. There are no minimum quantities or specific increments that you have to order in. We generally recommend ordering about 20-25% more invitations than you think you need. You may remember a few names later or want to keep a few for yourself, moms, grandmas, etc.

The entire ordering process (design/proofs, production, shipping, etc.) generally takes anywhere from 2-4 weeks. We recommend ordering your invitations 4-5 months before your wedding to allow ample time for production, assembly, addressing and mailing them out 6-8 weeks in advance.

### The Basics

Your Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Wedding Colors/Theme: \_\_\_\_\_

## The Ceremony

Your Full Name: \_\_\_\_\_

Fiancé/Fiancée's Full Name: \_\_\_\_\_

Your Parents' Names: \_\_\_\_\_

Fiancé/Fiancée's Parents' Names: \_\_\_\_\_

Wedding Date: \_\_\_\_\_

Time of Ceremony: \_\_\_\_\_

Ceremony Venue: \_\_\_\_\_

Venue Street Address: \_\_\_\_\_

Venue City, State: \_\_\_\_\_

Special info to include: \_\_\_\_\_

\_\_\_\_\_

## The Reception

Same Location as Ceremony? ☐

Reception Venue: \_\_\_\_\_

Venue Street Address: \_\_\_\_\_

Venue City, State: \_\_\_\_\_

Reception Start Time: \_\_\_\_\_

Adult Reception? ☐

Cocktail Hour? ☐

Wedding Website Address: \_\_\_\_\_

Special info to include: \_\_\_\_\_

\_\_\_\_\_

## — Response Card Info —

Date Caterer/Hall Needs Final Guest Count: \_\_\_\_\_

Meal Choices: \_\_\_\_\_

Response Envelope Name: \_\_\_\_\_

Response Envelope Address: \_\_\_\_\_

Response Envelope City, State, ZIP: \_\_\_\_\_

Special info to include: \_\_\_\_\_

\_\_\_\_\_

## — Accommodations —

Hotel Name: \_\_\_\_\_

Hotel Address: \_\_\_\_\_

Hotel City, State: \_\_\_\_\_

Hotel Phone Number: \_\_\_\_\_

Date to Reserve By: \_\_\_\_\_

Reservation Code to Mention: \_\_\_\_\_

Special info to include: \_\_\_\_\_

\_\_\_\_\_

## — Directions —

Directions info: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_