



ADDRESSING ENVELOPES

Wedding Guests	Inner Envelope	Outer Envelope
Husband and Wife with same last name	Mr. & Mrs Patel	Mr. & Mrs. Sanjay Patel (write husband's full name)
Husband and Wife with different last names	Mrs. Singh & Mr. Sharma	Mrs. Jasmine Singh Mr. Pradeep Sharma (wife's name comes first)
Husband and Wife with titles and same last name	Dr. and Mr. Singh	Dr. Yasmine Mohammed Mr. Gurdeep Singh (wife's name including title comes first)
Husband and Wife With children under age 16	Mr. and Mrs. Balachandan Maiuri, Sivam, and Gita (names appear according to age)	Mr. and Mrs. Balachandan & Family
Single Woman	Miss or Ms. Shah	Miss or Ms. Sanjana Shah
Single Woman with guest	Miss or Ms. Shah and guest	Miss or Ms. Sanjana Shah
Single Man	Mr. Chandani	Mr. Shambu Chandani
Single Man with guest	Mr. Chandani and guest	Mr. Shambu Chandani
Engaged Couple	Mr. Kalsi and Ms. Bharwani	Mr. Jasprit Kalsi or Ms. Kareena Bharwani (depends on who is receiving the invite)
Divorcee	Mrs. Parru	Mrs. Sulekha Parru (Maiden name only, unless person identify former husband's last name)
Widow	Mrs. Bachan	Mrs. Sunil Bachan (husbands first name, married last name second)

NOTES: