

Guest	Outer Envelope	Inner Envelope
Unmarried Female	Miss (Ms.) Jane Doe	Jane Doe
Unmarried Female (with guest)	Miss (Ms.) Jane Doe	Jane Doe & Guest
Unmarried Male	Mr. Alan Smith	Alan Smith
Unmarried Male (with guest)	Mr. Alan Smith	Alan Smith & Guest
Married Couple (same last name)	Mr. & Mrs. Michael Jones	Michael & Loretta Jones
Married Couple (different last names)	Mr. Peter Cyr & Mrs. Ava Lee	Peter Cyr & Ava Lee
Unmarried Couple (same residence)	Alphabetically by last name: Ms. Jessica Lane & Mr. Jameson Scott	Jessica Lane & Jameson Scott
Unmarried Couple (different residences)	Send to closest friend/family: Mr. William Towne & Ms. Lynn Lewis	William Towne & Lynn Lewis
Same Gender Couple	Alphabetically by last name: Mr. Joseph Applegate & Mr. Ryan Phillips	Joseph Applegate & Ryan Phillips
Couples with Children* (*children under 18)	Follow couple guide above: Mr. & Mrs. Samuel Smith	Mr. & Mrs. Samuel Smith & Family (or Ava & Benjamin)
Individual with Formal Title* (*Military officer, clergy, judge, doctor, political figure, etc.)	Lieutenant Douglas O'Brien	Douglas O'Brien
Male with Title, Married	Lieutenant & Mrs. Douglas O'Brien	Douglas & Susan O'Brien
Female with Title, Married	Mr. Daniel Lewin & Dr. Ana Carter	Daniel Lewin & Ana Carter
Couple with Titles (same title)	Drs. Matthew & Elizabeth Peterson	Matthew & Elizabeth Peterson
Couple with Titles (different titles)	Reverend Phillip Smith & Dr. Sandra Strout	Phillip Smith & Sandra Strout