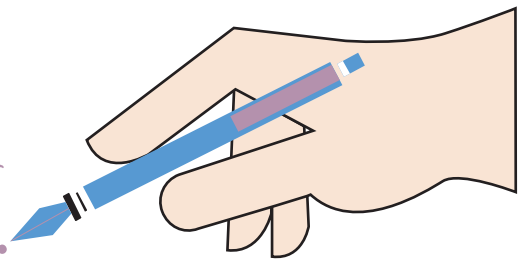


How you do it....



Using your Blank Invitation Stock

All ink jet and laser printers are different, so we suggest that you use a few practice sheets of regular paper, cut into the actual size of the invitation, to feed through your printer to align the invitation stock and center your design. If your card has an embossed front, make sure you pencil in where the embossed square is so you can judge where your design will fall. Unless you can make Custom Paper Sizes (most HP and Epson printers allow you to make the size of the document the same as the card) you will have to design on an 8 1/2 x 11 sheet, or letter size. Sometimes you will need to off-center the design by moving it either right, left, up or down on the screen for it to fall correctly onto the paper.

The trick is to "fool" the computer into thinking the design is going to fall correctly by moving it on your screen until it lines up with the smaller card size in the printer. It is not hard at all, and once you find the right spot, save that as your template.

Practice makes perfect, so whatever word or graphics program you choose, make sure you test the alignment of the paper before feeding the actual invitations through. Once you have your alignment correct, load the printer with the invitation stock, and print one out, and if it is correct, continue printing. Your envelopes will should be tested the same way.

We do not recommend that you run your paper through an automatic feeding paper cassette or drawer. The paper should remain as flat as possible. The cassette will have to bend the paper to work, so if your printer has a manual feed door, open the door and send them through this way. Also, our paper is of a thicker stock, so if your printer has optional settings for "Heavy" or "Cardstock", use these settings.

FOR LASER PRINTERS: All of our envelopes have been tested on high heat laser printers, and have come through without melting the adhesive. **HOWEVER**, you need to test an envelope first, as we can't guarantee that your printer will not be too hot. Also, your response envelopes may be too small for your laser printer to grip correctly. Make sure you test them as you may have to hand feed them one at a time, and always send them through lengthwise. You may have to rotate your design for it to line up correctly onto the envelopes.

FOR INK-JET PRINTERS: We suggest that you use the highest DPI for your envelope printing. We have tested our response envelopes on ink jet printers, and found that the more delicate typefaces should be output at 600dpi or better on an envelope. **IMPORTANT:** Your ink jet invitations and envelopes will come out WET. You must make sure you take your time, and only print out a few at a time and lay them out to dry.

Invitation Outlet would like to see your personal project be successful, but if not, just return the unused paper stock in its original condition, and we will give you a refund for the paper, or a credit towards Invitations (minus shipping charges) if you choose to use our design services instead. Please see your invoice for instructions on how to return merchandise.

Good luck with your project!

Invitation
Outlet
original designs at outlet prices
blank invitations & envelopes

12 Watson Place
Framingham, MA 01701
Phone & Fax: (508) 877-9990
www.invitationoutlet.com



Addressing and Assembling your Invitations

All outside envelopes are handwritten. Some couples hire a calligrapher for this, but nice penmanship is always acceptable. This gives the invitation a very personal touch (and a great excuse to have an "Addressing Party").

You can purchase a Calligraphy felt-tip pen at the stationers that, with a little practice, will make you the calligrapher.

Do not address the envelopes with invitations already inside. The ink may bleed or indent the invitations. It is best to organize all of the Invitations and enclosure cards in piles ready to go, then address your envelopes & envelope flaps, stamp the return Response envelope, then stuff 'em, seal 'em and stamp 'em.

The outer envelope is addressed with the formal names of your guests and their complete mailing address. If you are using double envelopes, the inner envelope is addressed with only the names of your guests, i.e. Mr. & Mrs. Daniel Smith or Daniel & Judy Smith; Mr. Daniel Smith and Guest.

Also remember to address your return envelope flap if hand addressing.

Some Addressing Guidelines:

For a couple without children or when children are not invited:

Mr. and Mrs. Daniel Smith

For a couple with children and the children are invited:

Mr. and Mrs. Daniel Smith

John, Susan and Timothy (in order of age)

Adult children living at home should receive their own invitation.

For unmarried guests living together or having kept separate names, or partners, list names separately:

Mr. Daniel Smith

Ms. Judy Jones

Fold all Invitations and Response cards with the wording facing front.

Place stamp on return Response envelope.

Place Response card under flap of return envelope.

Place Reception card on top of Response card.

If you are using tissues, place a tissue on top of Invitation.

(FYI: The tissue is an ancient practice that dates back to when invitations were hand written in pen and ink. The tissue helped keep the wet ink from smearing itself and the other enclosure cards.)

Place all enclosure cards on top of the tissue covering the invitation or you can place all enclosure cards inside a folding card.

Slide all cards into envelope. If using double envelopes, slide all cards into the inner envelope, then turn it over so the front with the names of your guests is facing you.

Slide inner envelope into outer pre-addressed stamped envelope.

Take one fully assembled invitation to the post office for weight and size.

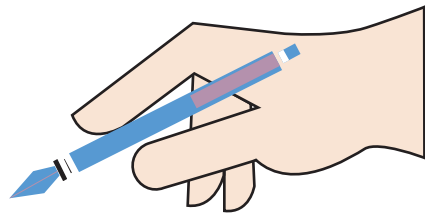
Your wedding invitation will usually cost

between 60¢ and \$1.06 depending upon what is inside.

Avoid returned invitations by making sure your postage is correct!

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How you do it....



Some More Wording Ideas...

Mr. and Mrs. John Archer
request the honor of your presence
at the marriage of their daughter
Jennifer Anne
to
Alan Brown
Saturday the third of November
Two thousand five
at three o'clock in the afternoon

Sacred Heart Church
Chicago, Illinois

Jennifer
and
Alan

request the honor of your presence at
their marriage

or
request the honor of your presence
when they

exchange Wedding Vows...

or

celebrate their Marriage...

or

become one in Marriage...

or

celebrate their Wedding Vows

and/or

become husband and wife...

and/or

start their new life together...

Mr. and Mrs. John Archer
and Mr. and Mrs. John Brown
request the honor of your presence at the...

or

invite you to celebrate the
marriage of their children

Jennifer Anne

and

Alan George

Please join us when...

or

With joyful hearts we ask
you to be present when...

Jennifer and Alan

are joined in Holy Matrimony
and become husband and wife...

or

and start their new life together...

NON-TRADITIONAL

We're Gettin' Hitched!

or

Jennifer and Alan
are Getting Married!

or

Jennifer loves Alan
Come to our Wedding

or

(from Parents)

We thought this day would never come.
She's finally getting married!

Great moments in history

The Wedding of
Jennifer and Alan

ANNIVERSARY

Please join us when we celebrate our
50th Wedding Anniversary

or our

50 Years of Marriage

or

When we celebrate the
Renewal of our Vows

RESPONSE CARDS

Please respond on or before

October 22, 2004

M _____

Accepts with pleasure _____

Declines with regret _____

The favor of your reply is requested by
July 12, 2004

M _____

Number of Guests ____

Please R.S.V.P by (date here)

____ will attend ____ not able to attend

or

____ persons will attend

or

____ can ____ cannot accept your kind
invitation to the wedding

We look forward to celebrating with you!

Please reply by (date)

M _____

Number of guests ____

Dinner Choice: Beef ____ Chicken ____ Salmon ____

or

Choice or Entree: Beef ____ Chicken ____ Salmon ____

ANNOUNCEMENTS

Jennifer Anne Archer
and

Alan George Brown
were married/wed on
the Third of November
Two thousand and four
in a private ceremony on
the island of Maui, Hawaii

At Home:

676 First Street
Chicago, Illinois 60609

We are pleased to announce our Marriage...

or

We would like to announce that
we were married on...

The third of November
in Athens, Greece

or

Jennifer Anne Archer
and

Alan George Brown
would like to announce
their marriage took place on
November 3, 2004
in Athens, Greece

RECEPTION CARDS

To help us celebrate, please join us
at a Reception immediately
following the ceremony.
(Place and Time)

The pleasure of your company is
requested at a reception
following the ceremony.
(Place and Time)

Adult Reception
following the ceremony.

AT HOME CARDS

Mr. & Mrs. Alan Brown
or

We are at home after
the 25th of November
66 Brook Street
Chicago, Illinois
60609