

Wedding Invitation Suite Timeline

Disclaimer: This timeline is suggested only, is based upon my professional opinion and working with EAlexDesigns. Special requests, printing processes and assembly parameters may result in additional time. It is always best to order your invitation suite as soon as possible to guarantee you have them in plenty of time.

find your response date

<p style="text-align: center;">WEDDING</p> <p>This one is simple, what day are you getting married?</p> <hr/> <p>wedding date: _____</p>	<p style="text-align: center;">VENDOR</p> <p>Check your contracts, how far in advance do they need a headcount?</p> <p>Venue: _____ weeks Rentals: _____ weeks Caterer: _____ weeks Stationer: _____ weeks</p> <hr/> <p>subtract the most weeks above from your wedding date: _____</p>	<p style="text-align: center;">UNANSWERED RESPONSES</p> <p>Sometimes people forget to respond to, well anything. How long do you think you'll need in order to track down those who haven't given you a yes or no? Typically 1-2 weeks</p> <hr/> <p>subtract the number of weeks from the vendor date: _____</p>
<p>RESPONSE DATE: _____</p>		

find your mailing date

How much time do you want to give people to respond? You need a happy medium here, you're looking for guests to have enough time to make plans, but not so much time that they forget to respond.

subtract that number of weeks from your response date:

_____ → **MAILING DATE:** _____

find your in hand date

How much time will you need to get your invitations ready for mailing after they arrive? Remember you will be busy with planning your wedding and your normal activities. Make sure to give yourself enough time!

<p style="text-align: center;">ADDRESSING & ASSEMBLY BY EALEXDESIGNS</p> <p>If I'm doing your addressing and assembly you will only need to seal the envelopes and put on your stamps.</p> <p>I suggest one - two weeks: _____</p>	<p style="text-align: center;">ADDRESSING BY EALEXDESIGNS</p> <p>If I'm doing your addressing you'll still need to assemble your suite. How labor intensive will that be?</p> <p>I suggest two - three weeks: _____</p>	<p style="text-align: center;">DO-IT-YOURSELF</p> <p>If you're doing everything yourself, how long it will take you to address and assemble them?</p> <p>I suggest no less than 4 weeks: _____</p>
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subtract the number of weeks you choose from your mailing date:

_____ → **IN HAND DATE:** _____

find your order date

<p style="text-align: center;">2017 COLLECTION</p> <p>Production time can vary based on your response time. Add in more time if you think you won't be immediate.</p> <p>I suggest, 2 weeks (production) + 1 week (shipping): _____</p>	<p style="text-align: center;">ADDRESSING BY EALEXDESIGNS</p> <p>I will either print or add wraps to your invitation and response envelopes.</p> <p>Production time 2 weeks: _____</p>	<p style="text-align: center;">ASSEMBLY BY EALEXDESIGNS</p> <p>I will assemble all of your invitations and stuff your envelopes.</p> <p>Production time 2 weeks: _____</p>
<p style="text-align: center;">CUSTOM SUITE</p> <p>You don't need all of your details to begin a custom suite. A general idea is all that is needed to start.</p> <p>Add a minimum of 8 weeks to the Collection time: _____</p>	<p style="text-align: center;">SAFETY NET</p> <p>Things happen, your package could get damaged in transit. You could be really busy at work and unable to work on sealing your envelopes. The post office could be out of stamps (believe it or not that has happened to me!)</p> <p>I suggest a minimum of 2 weeks, 4 weeks is optimal, but add as much time as you can: _____</p>	
<p>add up all of the production times and your safety net then subtract it from your in hand date:</p> <p>_____ → ORDER DATE: _____</p>		