

# stationery guide

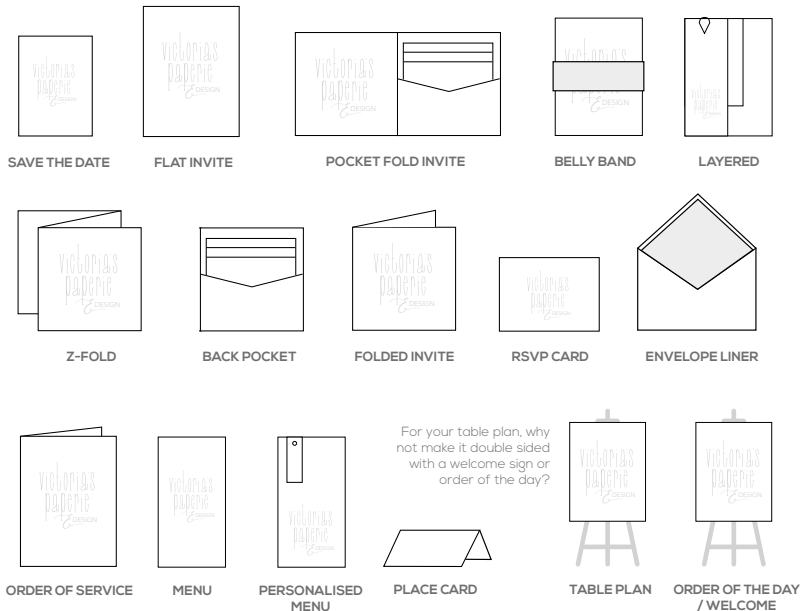
victoria's paperie  
& DESIGN

# What we do

The world of wedding stationery can be a little overwhelming, especially if you're new to wedding planning. Whether the wedding is a year away or in the next few months, I am here to help with every step of the way.

Bespoke design is what I do best, and I very rarely make the same thing twice. Whether your style is traditional, elegant, romantic or retro, I am here to make sure you have the best stationery and give your guests an exciting first glimpse in to your big day.

Here are some examples of styles, shapes and formats:



# Budget

Money is important when it comes to planning your wedding. With my designs being bespoke, I am more than happy to design stationery within your budget. If you have an idea in mind and a set amount you would like to spend, I can make recommendations and work with you to create samples all in the right ball park.

# Consultation

If you are local, you are more than welcome to pop in to my studio for a free consultation, where I have all of my latest designs, options and samples. We can discuss ideas and styles and go through the finer details of what you are looking for. Your ideas can then be taken and created into mock ups and samples.

## Samples

As the designs are bespoke, and to give you a chance to see your ideas come together, I do offer a mock up and sample service. These will be emailed over to you and will cover a few designs along your theme, colours, style etc - a great way to see your ideas come to life. Printed samples do take dedicated design time, materials and production, so I do have a small charge for these.

## Ordering timeline

When it comes to time scales, there are no right and wrongs, but as a guide we would recommend the timings below. Standard printing takes 4-5 working days and foiling takes 7-10 working days. Rush jobs are available for any last minute orders, but may incur an additional charge.

Take into consideration whether your wedding is on a week day or bank holiday - will your guests need to take time off work or plan ahead? If it is in high holiday season, you may need to send them out a little earlier to avoid holiday overlaps!

### RECOMMENDED SENDING TIMES

	IDEAL TIME FRAME	NO LATER THAN
SAVE THE DATES	12 MONTHS BEFORE	9 MONTHS BEFORE
WEDDING INVITES	6-9 MONTHS BEFORE	3 MONTHS BEFORE
THANK YOU CARDS	1-3 MONTHS AFTER	4 MONTHS AFTER

### RECOMMENDED ORDERING TIMES

DAYTIME STATIONERY	5-6 WEEKS BEFORE	3 WEEKS BEFORE
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## Quantity

Remember not every guest requires an invite, as there will be couples and families. As a rough estimation, I would normally recommend: **'number of guests divided by 2 + 10'** This will give you a base quantity to work with when ordering your stationery. Remember to include your parents in the list, a few for yourself as a keepsake, plus a few spares just incase.

If you require your wedding to be an adult only affair, make sure you address your invite to the parents only and reference in your information that it is an 'adult only' occasion. There are lots of ways to politely say no children.

## On the day

To keep your theme consistent, once we have your stationery design and style, I can carry this right through to your day time stationery. The options are endless and a great way of being creative on your big day. Don't worry if you need something that is not on the list - get in touch and I am happy to help.

# Fonts

There are thousands of fonts out there, but over the next 2 pages it will give you an idea of the most popular fonts that I use at the moment.

If you have seen a font that you like elsewhere, send a photo and I'll see if I have it.

1. *Laura and Peter*

2. *Laura & Peter*

3. *Laura & Peter*

4. *Laura & peter*

5. *Laura & Peter*

6. *Laura & Peter*

7. *Laura & Peter*

8. *Laura and Peter*

9. *Laura & Peter*

10. *Laura & Peter*

11. *Laura & peter*

12. *Laura & Peter*

13. *Laura & Peter*

14. *Laura & Peter*

15. *Laura and Peter*

16. *Laura & Peter*

17. *Laura & Peter*

26. *Laura & Peter*

18. *Laura & Peter*

27. *Laura & Peter*

19. *Laura & Peter*

28. **Laura & Peter**

20. *Laura & Peter*

29. *Laura & Peter*

21. *Laura & Peter*

30. **LAURA and PETER**

22. *Laura & Peter*

31. **LAURA & PETER**

23. *Laura & Peter*

32. **LAURA & PETER**

24. *Laura & Peter*

33. *Laura & Peter*

25. *Laura & Peter*

34. *Laura & Peter*

35. **LAURA and PETER**

## WEDDING STATIONERY CHECK LIST

### PRE-WEDDING

- ☐ SAVE THE DATE
  - ☐ THE DATE
  - ☐ YOUR NAMES
  - ☐ THE VENUE (not essential)

### INVITATIONS

- ☐ MAIN INVITATION
  - ☐ THE DATE
  - ☐ THE VENUE
  - ☐ YOUR NAMES
  - ☐ THE TIME
  - ☐ WHO IS HOSTING?  
Is your invite coming from parents? Yourselves?
  - ☐ RSVP
  - ☐ DETAILS OF THE DAY
    - ☐ GIFTS
    - ☐ CHILDREN POLICY
    - ☐ ACCOMMODATION
    - ☐ TAXIS / TRANSPORT
    - ☐ MENU OPTIONS
    - ☐ DIRECTIONS & MAP
    - ☐ TIME LINE

### ON THE DAY

- ☐ TABLE PLAN
- ☐ TABLE NAMES/NUMBERS
- ☐ ORDER OF SERVICE
- ☐ MENU
- ☐ PLACE CARDS
- ☐ ORDER OF THE DAY
- ☐ SIGNAGE
  - ☐ DIRECTIONS
  - ☐ GUEST BOOK
  - ☐ PHOTOBOOTH
  - ☐ CARDS & GIFTS
  - ☐ #SOCIAL MEDIA
  - ☐ WELCOME
  - ☐ RESERVED SIGNS

### POST-WEDDING

- ☐ THANK YOU CARDS

FAQ

### I have an idea, can you try it?

Yes! As I am bespoke, I am always happy and excited to try new ideas, processes and designs. Just contact me with your ideas and I can take it from there

### Can I add a map?

Yes, I can add a custom map for your stationery. Just let me know if you would like to add any particular landmarks or routes

### How long should I give for rsvp replies?

I would recommend approx. 4-6 weeks after sending out the invites. Take into consideration when you need to give your venue final numbers and time for yourselves to gather the replies

### Can you match our bridesmaid or groomsmen colour?

In most cases, yes. If you provide a swatch I can get as close to the colour as we can. Or, alternatively, I can recommend similar or complimentary colours

### Do I need an appointment?

Yes, if you let me know when is good with you, I will check the diary. Availability for consultations is:

Monday - Thursday: 9am - 7pm  
Saturday: 10am - 2pm

### Where are you based?

Studio 31  
B.Box Studios  
Newcastle upon Tyne  
NE2 1AN

### How do I contact you?

email: [hello@victoriaspaperie.co.uk](mailto:hello@victoriaspaperie.co.uk)  
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WEDDING & SOCIAL STATIONERY