



# WEDDING STATIONERY GUIDE by

flowers & pencils

---



**GETTING READY**



**BIG DAY**



**WHEW WE DID IT!**

---



[www.flowersandpencils.com](http://www.flowersandpencils.com)

[flowersandpencils@gmail.com](mailto:flowersandpencils@gmail.com)

---

## WHAT IS A WEDDING STATIONERY SUITE?

## HOW MANY STATIONERY PIECES DO I NEED?

## WHAT ARE THEY FOR EXACTLY?

Yes, we know that starting to organise your wedding can be challenging. [We are here to help!](#) We would like to share as much as we can with you so you can get started and really enjoy the process.

You can read a description of each stationery item in the drop down menu of this section. [You will find all the details you need](#) to understand the use of each design piece as well as some guidance on what we would need from you in order to finalise the designs.

Designing your Wedding Suite is very much a collaboration. [We will be with you every step of the way,](#) listening to your ideas and helping you to tell them visually. We can't wait to hear your story!



# GETTING READY

The date is set for your big day. Starting to get that excited or nervous feeling (probably both!?) So much to do. Where do you start? First thing is first - let us help you spread the word.

- 
- 01.** Save the Date
  - 02.** Wedding Invitation
  - 03.** RSVP Coupon
  - 04.** Handwritten Envelopes
-

## WHAT IS IT?

A 'save the date' card is usually the first thing you send to your guests, before your wedding invitation, letting people know:

- The date of your wedding
- That they are invited
- That they need to save the date & make arrangements (especially if they live far/abroad)

Instead of printing, some people choose to send it via email or add the designed save the date card to their wedding website.

## WHAT DOES IT LOOK LIKE?

A single or double-sided square or rectangle card with a simplified version of the design/illustration that will appear on your wedding invitation. It will be the first glimpse of your wedding visual identity. [Click this link to see some examples](#)

## WHAT INFO SHOULD YOU SUPPLY?

The full text that you want to see on this card:

- Your names
- Message to your guests
- Date & location (if known)
- Extra information like email address or link to your wedding website so people can get in touch if necessary.

## WHAT IS IT?

Your invitation is your main piece of wedding stationery, the one that will set the tone and make you and your guests very excited about the day to come. Graphically speaking, it is your visual identity. For your guests, it is a valuable guide of key information so they can get organised as well as get a first glimpse of what they have to look forward to.

## WHAT DOES IT LOOK LIKE?

A double-sided square or rectangle card. On one side, your main text and an illustration or logo. On the other, all the extra information needed, plus illustrated icons or map.

[Click this link to see some examples](#)

## WHAT INFO SHOULD YOU SUPPLY?

A list of 15 to 20 important things in your life as a couple. Places you have been, things you like, anecdotes about your relationship as well as any photo references for specific details. Anything at all that could be translated into an illustrated element of your map.

## YOUR STORY

The design of the invitation will be composed of your logo as well as an illustration that tells your story. In order to achieve this result we ask you to share anecdotes about your relationship and to describe how you see your wedding day. The features of the venues can also inspire us to create a bespoke and unique illustration.

## ORNAMENTS OPTIONS

A range of ornaments are available to choose from wax seal ribbon or string attachments, layering of transparent paper on natural frayed paper. Speak to us about your specific

## WHAT IS IT?

An RSVP coupon complements the wedding invitation. It should be completed and returned by your guests before the deadline. It is usually presented as questionnaire with check boxes and empty fields. From this form you will get all the crucial information that you need regarding your guests, from their attendance to dietary requirements.

Note that the RSVP coupon is not a 'must have' piece. Of course it plays a part in wedding stationery folklore and looks great along with the invitation, however, it can be replaced by a form on your wedding website if you want to keep your wedding stationery to the essentials.

## WHAT DOES IT LOOK LIKE?

A single-sided square card displaying the questionnaire you want your guests to fill in, topped with an illustrated icon.

[Click this link to see some examples](#)

## WHAT INFO SHOULD YOU SUPPLY?

A clear list of the questions you need an answer to: wedding attendance, dietary requirement, choice of menu (meat, fish, veggie, gluten free etc..), accommodation, shoe size for flip flops (dance floor super stars), brunch attendance.

## WHAT IS IT?

The names and address of your guests will be handwritten by us on the envelope of your choice using calligraphy techniques. You can pick your font and ink colour for a stunning result. [Click this link to see some examples](#)

## WHAT INFO SHOULD YOU SUPPLY?

Your guest list; first and last names as well as their full address.

# BIG DAY



This is it! The day you have been waiting for is finally here and you want to enjoy every moment of it. Your wedding stationery will help everyone feel part of the ceremony and the reception. It ties into your overall look and feel and each piece will play a part in the smooth unravelling of the day.

- 
- 05.** Ceremony Booklet
  - 06.** Wedding Schedule
  - 07.** Seating Plan
  - 08.** Table Numbers/Names
  - 09.** Name Tags
  - 10.** Menu
-

## WHAT IS IT?

The ceremony booklet that will be distributed to your guests so they can really feel part of your ceremony. It will display the readings and other important texts that you want people to follow during the event. For some of your guests it will be a souvenir to keep after the wedding; a lovely way to remember this special event. It will also take an important part in the decoration as well as helping people to focus and feel grounded during one of the most emotional moments of your wedding day. And for those international couples, why not have multiple languages for people to follow along to keep everyone included?

## WHAT DOES IT LOOK LIKE?

An A5 booklet of 8 pages. On the cover your visual identity as well as some of your bespoke illustrations will be displayed. Inside the booklet, your texts will be layered out in an elegant way punctuated by some of your illustrated icons. A special binding can be discussed during one of our calls.

[Click this link to see some examples](#)

## WHAT INFO SHOULD YOU SUPPLY?

The texts of your wedding ceremony in order of events.

## WHAT IS IT?

The wedding schedule lists the different stages of your wedding day, as well as the entertainment that you have planned. This is not a 'must have' piece but can play an important part in the decoration of the room as well as helping people to know what is going on step-by-step.

## WHAT DOES IT LOOK LIKE?

A large poster printed on paper or fabric displaying the schedule of the day. Your visual identity and some of the illustrated elements created for your wedding invitation will be adapted to this format. A few extra illustrated icons are usually designed specifically for this piece. Once those icons are designed we can use them to customise other elements like gift bags and Tod Bags.

[Click this link to see some examples](#)

## WHAT INFO SHOULD YOU SUPPLY?

A clear list of the different stages of the day including descriptions and timings if necessary.

## WHAT IS IT?

A seating plan is a 'must have' stationery piece if you are planning a seated dinner on your wedding day. In association with the table numbers/names and the name tag names, your guests will have no difficulties in finding their seats. This piece is also a lovely way to display your wedding visual identity and illustrations as it is usually the first thing that people look for when they enter the room. It plays a major part in the reception organisation and decoration.

## WHAT DOES IT LOOK LIKE?

A large poster printed on paper or fabric displaying your guest names, organised per table. There are a few layout options available to choose from. Your visual identity and some of the illustrated elements created for your wedding invitation will be adapted to this format. [Click this link to see some examples](#)

## WHAT INFO SHOULD YOU SUPPLY?

Your guest list; first and last names as well as where they will be seated (table numbers or names). We recommend to use an Excel document to create this list.

## WHAT IS IT?

Cards with the numbers or names of the tables. Together with the seating plan and the individual name tags, this piece will help your guests to find their seat easily, keeping the timing of your day smooth. It can also be a chance to get creative, tell your story or play with your guests!

## WHAT DOES IT LOOK LIKE?

Single or double-sided cards displaying the numbers or names of each table, using a legible and stylish font. Some of the illustrated elements created for your wedding invitation will be adapted to this format and an additional message or quote can be added to the composition. [Click this link to see some examples](#)

## WHAT INFO SHOULD YOU SUPPLY?

A list of table numbers or names as well as additional text if necessary.

## WHAT IS IT?

Tags with your guests' names printed, so they can find their seat easily.

## WHAT DOES IT LOOK LIKE?

Name tags come in various shapes and colours. They are usually integrated to the table decoration, placed around napkins or attached to favours. We can add a part of your visual identity to the design, like your logo or an illustrated floral element. Let's have a chat and discuss the theme of your wedding dinner so we can provide you with the best solution possible. [Click this link to see some examples](#)

## WHAT INFO SHOULD YOU SUPPLY?

Your guest list including first and last names.

## GOING PREMIUM

The names of your guests will be handwritten by us using calligraphy techniques. You can pick your font and ink colour as well as choice of paper, stone or other material for a stunning result.

## WHAT IS IT?

Your menu will present the different courses and drinks of the dinner/buffet/cocktail, whatever you choose.

## WHAT DOES IT LOOK LIKE?

It could be a single-sided card if you want the menu to be displayed on tables (usually on individual plates or at the centre of each table), or it could be a poster, printed on paper or natural fabric if you prefer to showcase the menu in a large format in the dinner area. We will adapt some of the illustrations created for your invitation and make them work for the menu too. A few additional illustrated icons are usually needed to complete the design and bring it altogether.

[Click this link to see some examples](#)

## WHAT INFO SHOULD YOU SUPPLY?

A detailed copy of your wedding menu.

## MENU WITH ORNAMENTS

A range of ornaments are available to choose from:

- Wax seal
- Ribbon or string attachements
- Layering of transparent paper on natural frayed paper.

Speak to us about your specific requirements or get inspired by what we have designed so far. Do you have any ideas of how to display your menu that is unique to you?



# WHEW WE DID IT

Take a deep breath. The big day was a success!  
Wait, did you thank everyone, see everyone off?  
And those memories, did you capture them all?  
Let's tie off those loose ends!

---

**11.** Thank You Card

**12.** Your Story as an Illustrated Map

---

## WHAT IS IT?

The card you send to your guests to thank them for being part of your big day. Most of your family and friends will have contributed to your honeymoon fund or gift registry. Sending them a beautiful card will be appreciated and will create continuity in your relationship with them.

## WHAT DOES IT LOOK LIKE?

A single or double-sided card displaying a thank you message as well as some of your bespoke illustration elements. Usually it will have plenty of blank area on the back-side for you to write a personalised thank you. You may also want to add a photo taken on your wedding day. This can be added to the composition, making your card a wonderful souvenir. [Click this link to see some examples](#)

## WHAT INFO SHOULD YOU SUPPLY?

The text you want us to display and the wedding photo(s) that you would like to add to the design.

## WHAT IS IT?

An original artwork illustrating your story as a couple. A little piece of your history to frame and display in your home, putting a smile on your faces every time you look at it. A beautiful way to keep the excitement of your big day going.

## WHAT DOES IT LOOK LIKE?

A hand-drawn artwork designed using ink and watercolour. Let's chat about how you would like to display it so we can advise on format and framing.

[Click this link to see some examples](#)

## WHAT INFO SHOULD YOU SUPPLY?

A list of 15 to 20 important things in your life as a couple. Places you have been, things you like, anecdotes about your relationship as well as any photo references for specific details. Anything at all that could be translated into an illustrated element of your map.



ENJOY THE JOURNEY AND  
WE HOPE YOUR SPECIAL DAY  
IS AMAZING!

## flowers & pencils

Contact us for a free consultation about  
your wedding stationery.



[www.flowersandpencils.com](http://www.flowersandpencils.com)  
[flowersandpencils@gmail.com](mailto:flowersandpencils@gmail.com)

Photography: Patricia Hendrychova Estanguet  
Venue: Domaine de Petiosse - Flower Arrangements: Hug  
Wedding Planner: drougARTEvent