Online wedding RSVP wording and questions

Copy-ready wording for your invitation card and wedding website, the messages that send your RSVP link, and the questions to ask. Change everything in [brackets].

1. Invitation card wording for an online RSVP

Every card needs three things: the reply-by date, where to reply, and a way to reply for guests who would rather call. Use a short link people can type, like forms.hornetforms.com/f/garcia-wedding.

Style	Wording for an online RSVP card
Classic	Kindly respond by [May 15] at [short link].
Formal	Kindly reply on or before the [fifteenth of May] at [short link].
Casual	Can you make it? Let us know by [May 15] at [short link].
Link and QR code	Reply online by [May 15]: scan the code or type [short link].
Wedding website	Please RSVP on our wedding website by [May 15]: [website address].
Seats in your name	We have saved [two] seats in your name. Reply by [May 15] at [short link].
With a guest	You are welcome to bring a guest. Add their name and meal when you reply at [short link].
Adults only	We love your little ones, but our celebration is for adults only. Please reply by [May 15] at [short link].
Meal choice	Please choose a meal for each guest when you reply online by [May 15].
Weekend of events	Tell us which events you will join, and pick a meal for each guest, at [short link] by [May 15].
Destination wedding	Reply by [April 1] at [short link] so we can hold your hotel room and shuttle seat.
Insert for paper invitations	We are collecting replies online. Please RSVP at [short link] by [May 15]. Rather call? [Name], [phone].

2. Wedding website RSVP page wording

RSVP page intro

We can't wait to celebrate with you! Please reply by [May 15] so we can give our caterer a final count. It only takes a couple of minutes.

One reply per household

Reply once for your whole household. Count everyone named on your invitation, children included, and pick a meal for each person.

Deadline line

Online RSVPs close at [11:59 pm] on [May 15]. After that, please call or text [name] at [phone].

Can I bring a guest?

If your invitation says "and guest", yes! Count them when you reply and add their name and meal. If it doesn't, we are keeping things small, and we hope you understand.

Are children invited?

[Children named on your invitation are very welcome.] or [Our celebration is for adults only. We hope you enjoy a night off!]

What if my plans change?

Just let us know at [phone or email] as soon as you can.

I lost my invitation

No problem. Go to [short link] and type your household name as it appears on your envelope.

3. Messages that send your RSVP link

Email with the link

Subject: Our wedding: please RSVP by [May 15]

Hi [name], we're getting married on [June 14] in [city], and we would love you there. Please reply for your household at [short link] by [May 15]. You can pick your meals there too. Love, [names]

Text message with the link

Hi [name]! Our wedding RSVP is open: [short link]. Please reply by [May 15]. Can't wait to see you! [names]

A nudge for late replies (your own message)

Hi [name], we're sending final numbers to the caterer on [May 20]. Could you reply at [short link] when you get a minute? Thank you!

Closed-form message (plain text, up to 500 characters, no links)

Online RSVPs for [names]' wedding closed on [May 15]. Still need to reply? Call or text [name] at [phone].

Confirmation email to guests

Turn on the respondent email in the form's notification settings and pick the "Best email for wedding updates" question as the address. Subject: Thanks for your RSVP!

Body: Thank you for replying. We've saved your answers. Find the schedule, hotel details and directions on our [wedding website](https://example.com). If your plans change, please let us know.

*The body can use **bold**, *italic* and links written as [text](url), which arrive clickable.*

4. Questions to ask

These are the 17 questions in the free wedding RSVP template in HornetForms, in four pages: Your reply, Who's coming, Travel and the party, and A note for the couple.

Question	Type	Options and notes
1 Household or family name	Short answer	Its prefill parameter is household, so a link ending in ?household=The+Okafor+Family fills it in
2 Best email for wedding updates	Email	Pick it as the address for the confirmation email
3 Will you be joining us?	Multiple choice	Joyfully accepts / Regretfully declines. A decline jumps to the note for the couple
4 How many of you are coming?	Dropdown	1, 2, 3 or 4. "Count everyone on your invitation who's coming, children included."
5 to 12 Each guest's full name and meal	Short answer and Multiple choice	One name and one meal per guest. Logic shows as many pairs as the count. Meals: Chicken, Fish, Vegetarian, Child's meal (swap in your menu)
13 Allergies or dietary needs	Long answer	Optional
14 Would you like a room in our hotel block?	Multiple choice	Yes, please send the details / No, we've sorted our own stay / Not sure
15 Will you ride the shuttle between the hotel and the venue?	Multiple choice	Yes / No / Not sure
16 What song gets you on the dance floor?	Short answer	Optional
17 Your message to the couple	Long answer	Optional. Guests who decline see this page only

Optional questions to add

Add any of these in the editor. Each one is a plain question; put it on the page where it fits.

Question	Type	Options and notes
Which events will you join?	Checkboxes	Welcome drinks (Friday), Ceremony and reception (Saturday), Farewell brunch (Sunday)
Any of these food allergies in your group?	Checkboxes	Milk, Eggs, Fish, Crustacean shellfish, Tree nuts, Peanuts, Wheat, Soybeans, Sesame, None of these. Keep the long-answer question for anything else
Ages of children coming	Short answer	Helps the caterer and the venue plan kids' meals and high chairs

Question	Type	Options and notes
Anything that would make the day easier for you?	Long answer	For example: step-free access, a seat near the front, a quiet place to rest
Mobile number for day-of updates	Phone number	Optional. Say what you will use it for
Mailing address for your thank-you card	Long answer	Optional. Saves you a second round of messages later
When do you plan to arrive?	Date	For destination weddings and welcome events

Allergy options: the nine major food allergens named by the US Food and Drug Administration, "Food Allergies", https://www.fda.gov/food/nutrition-food-labeling-and-critical-foods/food-allergies (accessed 28 October 2026). Pass every answer to your caterer as written.

5. Before you send the link

- Pick your RSVP deadline: one to two weeks before your caterer needs the final count, so you have time to nudge late replies.
- Swap the four meal choices for your real menu.
- Add or remove questions. Ask only what you will use.
- Publish the form, set a short custom slug and test it on your own phone.
- Set the close date and time to match the date on your cards, and write your closed-form message.
- Turn on the confirmation email to guests and an email to yourself for each new response.
- Connect Google Sheets if you want a live guest list you can sort and share.
- Print the link and the QR code on the card, and put the link on your wedding website.
- A week before the deadline, check who is missing and send your own nudge.

Your RSVP plan

RSVP deadline (date and time): _____

Caterer's final count due: _____

Short link: forms.hornetforms.com/f/_____

Who answers calls and texts: _____

Nudge late replies on: _____