Bring in a guest *list*

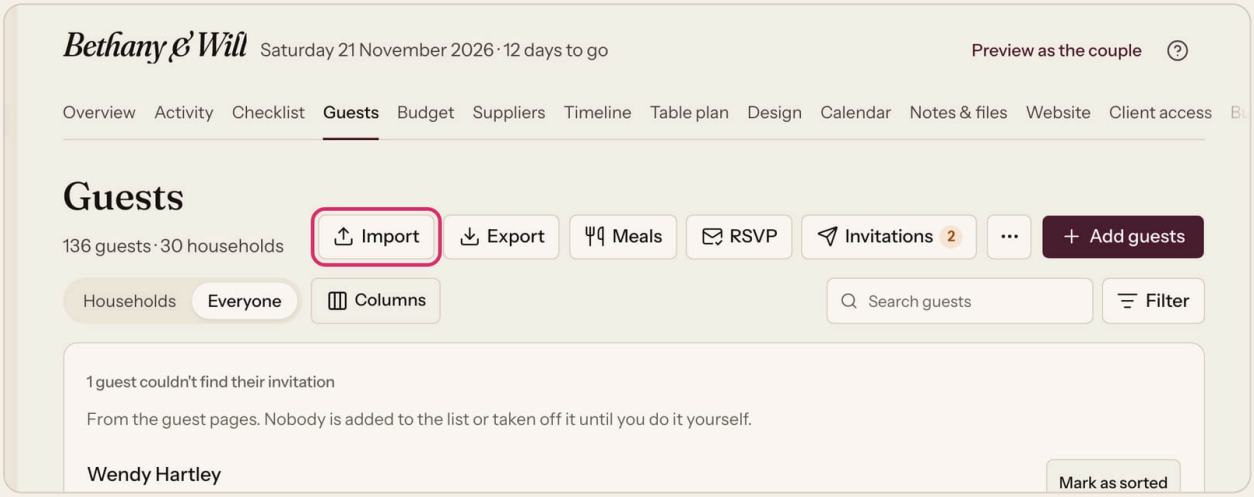
A couple's spreadsheet goes in as it is, with no retyping.

A couple's spreadsheet goes in as they sent it. Title rows above the headings are skipped, "Mr & Mrs John Smith" becomes two people in one household, and nothing is saved until you press Import. You can undo an import for 24 hours.

Follow the steps for what you use: **Excel** · **Numbers** · **Google Sheets**.

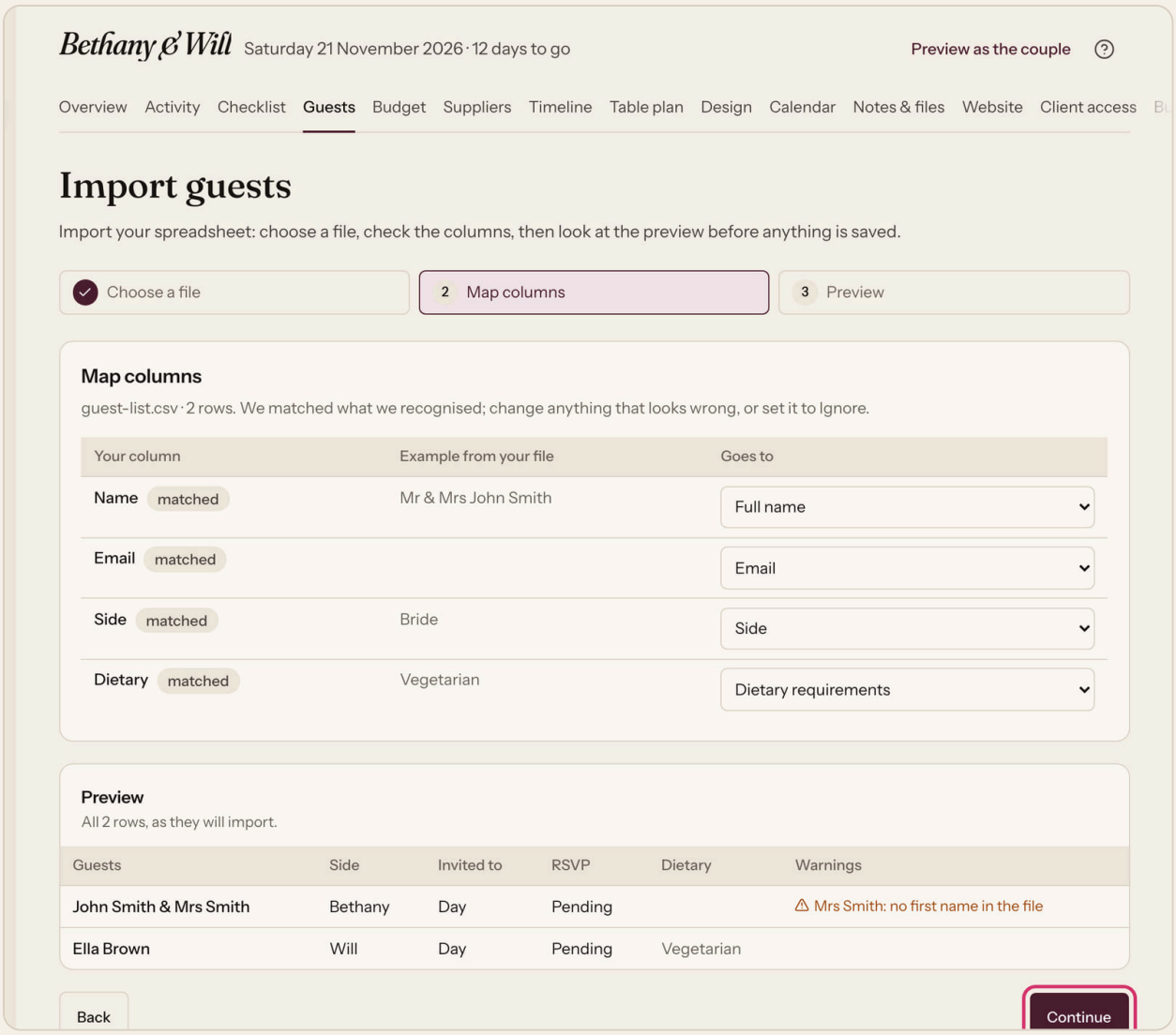
Excel

1. Open the wedding, then **Guests**. Press **Import**: on a phone, press the **...** button, then **Import CSV**, and on an empty list press **Import a spreadsheet**.



2. Press **Choose a file** and pick the Excel file, .xlsx or the older .xls. If it has several sheets, choose the one with the guests.

3. Under **Map columns**, check each column went to the right place, or set it to **Ignore this column**, then press **Continue**.



4. Check the preview and press the **Import** button, which says how many guests. You can undo it for 24 hours.

Numbers

1. Open the wedding, then **Guests**. Press **Import**: on a phone, press the **...** button, then **Import CSV**, and on an empty list press **Import a spreadsheet**.
2. Press **Choose a file** and pick the Numbers file as it is: there is no need to export it first.
3. Under **Map columns**, check each column went to the right place, or set it to **Ignore this column**, then press **Continue**.
4. Check the preview and press the **Import** button, which says how many guests. You can undo it for 24 hours.

Google Sheets

1. In Google Sheets, choose **File**, then **Download**, then **Microsoft Excel (.xlsx)**.
2. Open the wedding, then **Guests**. Press **Import**: on a phone, press the **...** button, then **Import CSV**, and on an empty list press **Import a spreadsheet**.

3. Press **Choose a file** and pick the file you just downloaded.

4. Under **Map columns**, check each column went to the right place, or set it to **Ignore this column**, then press **Continue**.

5. Check the preview and press the **Import** button, which says how many guests. You can undo it for 24 hours.

These steps were checked on 13 October 2026. Signed in to I Said Yes, the same guide is under **Set up guides**, with your own details ready to copy and ticks to keep your place. It is also at isaidyes.ai/help/bringing-in-a-guest-list.