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1 Introduction

11 Background

111 Purpose

Jointly developed by the Postal Service and mailing industry, standardized address information enhances the processing and delivery of mail, reduces undeliverable-as-addressed mail, and provides mutual cost reduction opportunities through improved efficiency. The standards include the uniform methods for matching addresses with the information in AIS products and formats for outputting addresses on mailpieces. This document describes both standardized address formats and content. It outlines the guidelines that govern how address information appears in the Address Information System (AIS) products. *Format* describes how the various elements appear on a mailpiece or in an address record. *Content* describes the characters that constitute the various address elements.

Our objectives in compiling a universal format for maintaining information in the Address Management System (source for the AIS products) and an output format are twofold:

- To facilitate customer use of AIS products, in particular, the ZIP+4 and City State files, thereby maximizing matching potential.
- To optimize the processing capability of automated equipment through improved address quality.

A standardized address is one that is fully spelled out, abbreviated by using the Postal Service standard abbreviations (shown in this publication or as shown in the current Postal Service ZIP+4 file), and uses the proper format for the address style (shown in this publication).

112 Scope

Postal units are adopting these standards, which are required by all internal processing systems and our licensees. This includes the National Change of Address (NCOA) System and Address Change Service (ACS). Mailers are encouraged to incorporate the standards as a means to improve service and deliverability.

113 Additional Benefits

There are additional benefits achieved through improved address quality and a standardized address format, such as increasing the potential deliverability of mail once processed and consistency in address information stored in

customer files and directories. Our emphasis is to clarify addressing techniques and unusual addressing conventions to provide a uniform approach to matching these addresses through customer products and automated equipment.

12 Overview

121 List Maintenance

Postal Addressing Standards provides guidance on the most efficient means to output an address to a mailpiece. It is necessary to begin with list maintenance, or list management, to ensure that the content of the address is accurate and complete. A variety of address information products and services is available to assist in list maintenance. The standards facilitate the use of these products by providing a uniform file format for data entry of address information, as well as for extraction of information for matching purposes.

It is recommended that delivery address information be stored in a minimum of 30 bytes or spaces in your computer system. The optimum recommendation is 64 bytes or spaces to be compatible with the Postal Service National ZIP+4 database.

The Postal Service defines a *complete address* as one that has all the address elements necessary to allow an exact match with the current Postal Service ZIP+4 and City State files to obtain the finest level of ZIP+4 and delivery point codes for the delivery address. A complete address may be required on mail at some automation rates. Refer to the *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM) for more detailed information.

A standardized address is one that is fully spelled out, abbreviated by using the Postal Service standard abbreviations shown in this publication or as shown in the current Postal Service ZIP+4 file.

122 List Correction

Once an address has been matched against the address information files, the address list should be corrected accordingly. It is important to understand that failing to correct your address list with the matched data could result in lower match rates as the USPS address information files are updated. Lower match rates equal higher postage rates. A *match* implies that suffixes, directionals, spellings, and city names as found in the files are correct and necessary for efficient processing and delivery of mail. Other important elements are apartment or suite numbers, Post Office Box addresses, and a complete rural/highway contract route address (with route and box numbers). Addresses that have been *standardized* contain all the necessary address elements as matched against the ZIP+4 and City State files.

Introduction 13

123 Updates

Once files are updated, establish list management procedures to ensure timely updates to maintain accuracy. It is highly recommended that new addresses go through a verification and standardization process to obtain the correct ZIP+4 and delivery point codes prior to adding them to your master address list.

124 Address Output

Once an address list has gone through a standardization process, look at the output of the address as it appears on the mailpiece, insert, or address label. Some postal addressing standards relate to format and readability factors. A standardized address should also be machine readable so it can be processed on high-speed optical character readers (OCRs). Publication 25, Designing Business Letter Mail, contains specifications for properly formatting and printing delivery address information on letter mail. Following these readability guidelines for letter mail that has not been barcoded helps to ensure successful OCR processing. Some important elements affecting machine readability are contained in Appendix A of this document. For complete information, however, we recommend you obtain a copy of Publication 25 from your local Post Office. If your mailpieces will be submitted for automation rates, the requirements in the DMM must be met.

125 **Deliverability**

The final benefit of address standardization is deliverability of a mailpiece. Complete addresses that have matched Postal Service files or directories have a better chance of being promptly and correctly delivered. Printing complete information on a mailpiece and eliminating extraneous information that can confuse delivery personnel or be misread by postal equipment does a lot to get the mail delivered on time. We are continuing to explore ways to improve the processing and delivery of mail in a timely, cost-effective manner. Address standardization is a positive step toward improved address quality and is a cost-effective operation for both postal customers and the Postal Service.

13 Address Information Systems Products and Services

The Postal Service offers a wide range of products and services to help mailers improve and maintain address quality. The products and services listed below can lower production and postage costs by reducing undeliverable-as-addressed mail and by qualifying more mailpieces for postage discounts.

For additional information or to order any address information products or services, contact the National Customer Support Center as indicated below:

- ACS Address Change Service
- Address List Correction Service
- Address List Sequencing Service

- ADVANCE
- AEC Address Element Correction
- ALMS Address List Management System
- Barcoding and Address Standardization
- CASS Coding Accuracy Support System
- CDS Computerized Delivery Sequence File
- City State File
- CRIS Carrier Route Information System File
- Delivery Sequence File
- Delivery Statistics File
- Drop Ship Address and ZIP Carrier File
- FASTforwardSM
- Five-Digit ZIP Code[™] File
- LACS Locatable Address Conversion System
- National Five-Digit ZIP Code and Post Office Directory
- National ZIP+4 Code Printer State Directories
- NCOA National Change of Address
- NDI National Deliverability Index
- PAVE Presort Accuracy Validation and Evaluation
- POSTNET Barcode Certification
- RIBBS Rapid Information Bulletin Board System
- TIGER/ZIP FILE
- Z4CHANGE
- ZIP+4 State Directory CD-ROM
- ZIPMOVE

Customer Support Department National Customer Support Center United States Postal Service 6060 Primacy Pkwy., Ste. 201 Memphis, TN 38188-0001

Telephone: 1-800-238-3150

2 Postal Addressing Standards

21 General

211 Standardized Delivery Address Line and Last Line

The Delivery Address Line and the Last Line of addresses output to the mailpiece should be complete, standardized, and validated with the ZIP+4 file and City State file, respectively.

It is recommended that delivery address information be stored in a minimum of 30 bytes or spaces in your computer system. The optimum recommendation is 64 bytes or spaces to be compatible with the Postal Service National ZIP+4 database.

The Postal Service defines a *complete address* as one that has all the address elements necessary to allow an exact match with the current Postal Service ZIP+4 and City State files to obtain the finest level of ZIP+4 and delivery point codes for the delivery address. A complete address may be required on mail at some automation rates. See the DMM for more detailed information.

A *standardized address* is one that is fully spelled out, abbreviated by using the Postal Service standard abbreviations (shown in this publication) or as shown in the current Postal Service ZIP+4 file.

ABC MOVERS 1500 E MAIN AVE STE 201 SPRINGFIELD VA 22162-1010 Recipient Line Delivery Address Line Last Line

212 Format

Format all lines of the address with a uniform left margin. Uppercase letters are preferred on all lines of the address block.

MR JOHN DOE 123 MAGNOLIA ST HEMPSTEAD NY 11550-1234

Address Block

Lowercase letters in various type styles are acceptable provided they meet postal guidelines for OCR readability. Chapter 4 of Publication 25 provides

complete guidelines for OCR readability that should be met when preparing a standardized mailpiece. See the DMM for OCR readability requirements that must be met for automation rates (other rates may also apply).

213 Secondary Address Unit Designators

Secondary address unit designators, such as *APARTMENT* or *SUITE*, are preferred to be printed on the mailpiece for address locations containing secondary unit designators. The preferred location is at the end of the Delivery Address Line. The pound sign (#) should not be

102 MAIN ST APT 101

1356 EXECUTIVE DR STE 202

1600 CENTRAL PL BLDG 14

55 SYLVAN BLVD RM 108

used as a secondary unit designator if the correct designation, such as *APT* or *STE*, is known or is shown in the ZIP+4 file.

213.1 Common Designators

The most common unit designators are:

APARTMENT	APT
BUILDING	BLDG
FLOOR	FL
SUITE	STE
UNIT	UNIT
ROOM	RM
DEPARTMENT	DEPT

Note: See Appendix <u>C2</u> for approved designators.

213.2 **Pound Sign (#)**

If the pound sign (#) is used, there must be a space between the pound sign and the secondary number.

425 FLOWER BLVD # 72

213.3 Alternate Location

If all Delivery Address Line information cannot be continued in the Delivery Address Line above the city, state, and ZIP Code, place secondary address information on the line

MR M MURRAY APT C 5800 SPRINGFIELD GARDENS CIR SPRINGFIELD VA 22162-1058

immediately above the Delivery Address Line.

214 Attention Line

The Attention Line is placed above the Recipient Line, that is, above the name of the firm to which the mailpiece is directed.

JOHN DOE
ABC COMPANY
1401 MAIN ST
FALLS CHURCH VA 22042-1441

ATTN JOHN DOE
ABC COMPANY
1401 MAIN ST
FALLS CHURCH VA 22042-1441

215 **Dual Addresses**

Eliminate dual addresses on the output mailpiece, if possible, although mailer files may maintain both mailing and physical addresses. However, if dual addresses are used, place the intended delivery address on the line immediately above the city, state, and ZIP+4 Code. This normally is the Post Office Box address. The other address must be placed on a separate line above the Delivery Address Line. The ZIP+4 Code used must be the correct code for the delivery address on the line directly above the city, state, and ZIP Code.

1201 BROAD ST E PO BOX 1001 FALLS CHURCH VA 22062-1001

Mailer File

PO BOX 1001 FALLSCHURCH VA 22041-1001

Maipiece

PO BOX 1001 FALLSCHURCH VA 22041-1001

22 Last Line of the Address

221 City Names

It is strongly recommended that addresses use only approved Last Line (city) names as described in the Postal Service City State file currently in effect. City names with the City State Mailing Name indicator flag set to YES in the City State file are considered part of a complete and standardized address; city names with the flag set to NO in the City State file should not be used in a complete and standardized address. For a complete and standardized address, abbreviations for city or state names must be shown in the Postal

Service City State file. If you are preparing prebarcoded mail, city names set to NO for mailing name can be used.

222 Punctuation

With the exception of the hyphen in the ZIP+4 Code, punctuation may be omitted in the delivery address block.

MR. WALTER W. WITHERSPOON JR. MDM ENTERPRISES, INC. 1401 S. MAIN ST. PLUMMER'S LANDING, KY 41081-1411

Acceptable

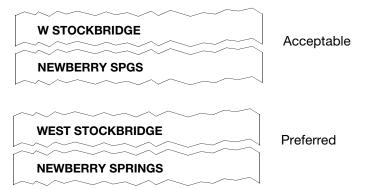
MR WALTER W WITHERSPOON JR MDM ENTERPRISES INC 1401 S MAIN ST PLUMMER'S LANDING KY 41081-1411

Preferred

223 Spelling of City Names

Spell city names in their entirety. When abbreviations must be used due to labelling constraints, use only the approved 13-character abbreviations provided in the City State file.

Note: Normally, the abbreviations follow the logic of using existing abbreviations, such as for suffix or directional words.



224 Format

Format the Last Line with at least one space between the city name, two-character state abbreviation, and ZIP+4 Code.

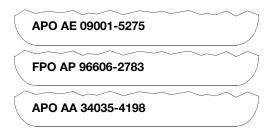
TAMPA FL 33630-9998

Note: Two spaces are preferred between the state abbreviation and ZIP+4 Code.

225 Military Addresses

225.1 Overseas Locations

Overseas military addresses must contain the APO or FPO designation along with a two-character "state" abbreviation of *AE*, *AP*, or *AA* and the ZIP Code or ZIP+4 Code.



AE is used for armed forces in Europe, the Middle East, Africa, and Canada; AP is for the Pacific; and AA is the Americas excluding Canada.

225.2 **Domestic Locations**

Use only the approved city name as listed in the City State file, along with the two-character state abbreviation and the ZIP Code or ZIP+4 Code.

MINOT AFB ND 58705-1253

226 Preprinted Delivery Point Barcodes

The preprinted Delivery Point barcode must be correct for the delivery address, city, state, and ZIP+4 Code that appear on the mailpiece.

- See Publication 25, Designing Business Letter Mail, Chapter 5.
- See the DMM for the barcode requirements that must be met to qualify for automation rates.
- For a list of vendors certified for various barcoding products, please visit our Web site at www.usps.gov or call 800-238-3150.

23 Delivery Address Line

231 Components

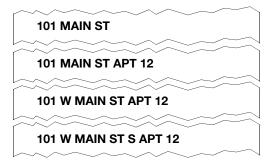
The Delivery Address Line, as matched against the ZIP+4 file, must be broken down into its individual components on the mailpiece with one space between address elements.

These components are the primary address number, predirectional, street name, suffix, postdirectional, secondary address indentifier, and secondary address.

The Postal Service uses the parsing logic below to enter address information into the files. When parsing the Delivery Address Line into the individual components, start from the right-most element of the address and work toward the left. Place each element in the appropriate field until all address

components are isolated. This process facilitates matching files with AIS products and produces the correct format for output to a mailpiece.

Note: Mailers may use any parsing logic to achieve the same result.



232 Street Name

Information found in the primary name field of the ZIP+4 file is used as the street name. The ZIP+4 file indicates the preferred primary street name to ensure that the correctly designated primary street record is matched during the address standardization processes.

Punctuation is normally limited to periods, slashes, and hyphens:

- Periods: 39.2 RD
- Slashes (fractional addresses): 101 1/2 MAIN ST
- Hyphens (hyphenated addresses): 289-01 MONTGOMERY AVE



Note: Hyphens in the address range are significant and are not removed. Hyphens in the street or city name, however, normally are not significant and may be replaced with a space.

233 Directionals

This is a term the Postal Service uses to refer to the part of the address that gives directional information for delivery (i.e., N, S, E, W, NE, NW, SE, SW).

233.1 Abbreviations

Abbreviate directionals (if they are one of the eight standard directionals listed in AIS files) to the appropriate one- or two-character abbreviation.



233.2 Single Directionals

233.21 Predirectional Field

When parsing the address from right to left, if a directional word is found as the first word in the street name and there is no other directional to the left of it, abbreviate it and locate it in the predirectional field of the ZIP+4 file for standardization purposes.



233.22 Postdirectional Field

When parsing from right to left, if a directional word is located to the right of the street name and suffix, abbreviate it and locate it in the postdirectional field.



233.23 Two Directionals

When two directional words appear consecutively as one or two words, before the street name or following the street name or suffix, then the two words become either the pre- or the postdirectionals. Exceptions are any combinations of *NORTH-SOUTH* or *EAST-WEST* as consecutive words. In these cases the second directional becomes part of the primary name and is spelled out completely in the primary name field.



The other exception is when the local address information unit has determined that one of the directional letters is used as an alphabet indicator and not as a directional.

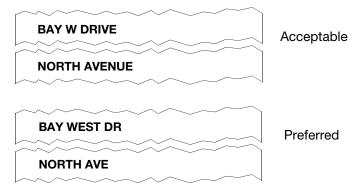


Note: In this example, the two-word directional is the primary street name.

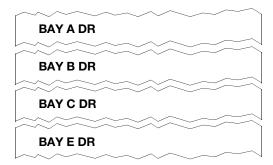


233.3 Directional as Part of Street Name

When parsing from right to left, if the directional word appears between the street name and the suffix, then it appears as part of the primary name spelled out in the ZIP+4 file and is spelled out on the mailpiece.



The exception is when the local AIS unit has determined that the letters (E, N, S, or W) are used as alphabet indicators and not as directionals.



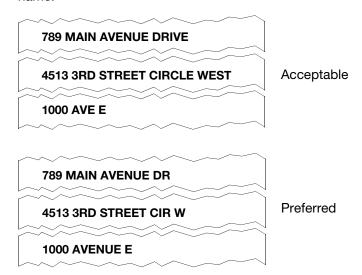
234 Suffixes

234.1 Abbreviations

The suffix of the address should conform with the standard suffix abbreviations listed in the ZIP+4 file (see Appendix C).

234.2 Two Suffixes

If an address has two consecutive words that appear on the suffix table (Appendix C), abbreviate the second of the two words according to the suffix table and place it in the suffix field. The first of the two words is part of the primary name. Spell it out on the mailpiece in its entirety after the street name.



Numeric Street Names

Numeric street names, for example, 7TH ST or SEVENTH ST, should be output on the mailpiece exactly as they appear in the ZIP+4 file.

Spell out numeric street names only when there are duplicate street names within a postal delivery area and the only distinguishing factor is that the one you matched is spelled out.

236 Corner Addresses

Corner addresses are replaced by physical street addresses in all AIS files.



237 Highways

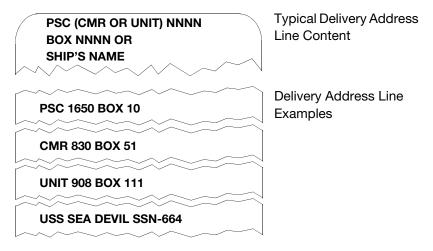
The following are recommended standardized examples of county, state, and local highways (see Appendix \underline{F} for an expanded table).

Address	Name
101	COUNTY ROAD 20
11216	COUNTY HIGHWAY 140
1501	HIGHWAY 50
220	INTERSTATE 680
22604	ROAD 123
1650	STATE HIGHWAY 335
7777	STATE ROUTE 39
1155	US HIGHWAY 70
3000	TOWNSHIP ROAD 20

238 Military Addresses

238.1 Overseas Locations

The Delivery Address Line for all APO/FPO military mail must be standardized as follows:



SSGT KEVIN TAYLOR UNIT 2050 BOX 4190 APO AP 96278-2050 Complete Address Examples

SGT ROBERT SMITH PSC 802 BOX 74 APO AE 09499-0074

SEAMAN JOSEPH DOE USCGC HAMILTON FPO AP 96667-3931

238.2 **Domestic Locations**

All domestic military mail must have a conventional street style address (see part 231).

Department of State Addresses

The Delivery Address Line for DPO Department of State mail must be standardized as follows:

AMERICAN EMBASSY VIENNA UNIT 9900 DPO AE 09701-1000

24 Rural Route Addresses

241 Format

Print rural route addresses on mailpieces as: RR N BOX NN. Do not use the words *RURAL*, *NUMBER*, *NO.*, or the *pound sign* (#).



242 Leading Zero

A leading zero before the rural route number is not necessary.



243 Hyphens

Print hyphens as part of the box number only when they are part of the address in the ZIP+4 file.



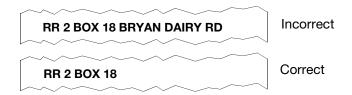
244 Designations RFD and RD

Change the designations *RFD* and *RD* (as a meaning for rural or rural free delivery) to *RR*.



245 Additional Designations

There should be no additional designations, such as town or street names, on the Delivery Address Line of rural route addresses. Because street names used together with route and box numbers can create potential matching difficulty, mailers are encouraged to use only one style of addressing. If secondary name information is used, however, place it above the Delivery Address Line.



246 **ZIP+4**

When applying a ZIP+4 Code to a rural address, an exact match is preferred. If a box number is included in the address, the mailpiece must bear the appropriate ZIP+4 Code representing the range for that box number. When box number information is not available, the Rural Route base record must be used.

25 Highway Contract Route Addresses

251 Format

Print highway contract route addresses on a mailpiece as: HC N BOX NN. Do not use the words *HIGHWAY CONTRACT, ROUTE, NUMBER, NO., STAR ROUTE,* or the *pound sign* (#).



Leading Zero

A leading zero before the highway contract route number is not needed.



253 Hyphens

Print hyphens as part of the box number only when they are part of the address in the ZIP+4 file.



254 Star Route Designations

Change the designation *STAR ROUTE*, which usually refers to highway contract route, to *HC*.



255 Additional Designations

There should be no additional designations, such as town or street names, on the Delivery Address Line of highway contract route addresses. Street names used together with route and box numbers can create potential matching difficulty. Mailers are encouraged to use only one style of addressing. If secondary name information is used, however, place it above the Delivery Address Line.



256 **ZIP+4**

When applying a ZIP+4 Code to a highway contract route address, an exact match is preferred. If a box number is included in the address, the mailpiece must bear the appropriate ZIP+4 Code representing the range for that box number. When box number information is not available, the highway contract base record must be used.

26 General Delivery Addresses

261 Format

Use the words *GENERAL DELIVERY*, uppercase preferred, spelled out (no abbreviation), as the Delivery Address Line on the mailpiece. Each record will carry the -9999 add-on code.

MR JOHN ADAMS GENERAL DELIVERY TAMPA FL 33602-9999

262 ZIP Code or ZIP+4

The ZIP Code or ZIP+4 Code must be correctly applied for the general delivery record as found in the ZIP+4 file.

27 United States Postal Service Addresses

271 Format

Mail addressed to the United States Postal Service must contain a complete address.

Addresses may be located in the ZIP+4 file as street, firm, or Post Office Box records (record type S, F, or P, respectively). Most records carry the -9998 add-on code. However, many areas use different add-on codes.

JOHN DOE
POSTMASTER GENERAL
UNITED STATES POSTAL SERVICE
475 LENFANT PLZ SW RM 10022
WASHINGTON DC 20260-0010

JOHN DOE MANAGER MARKETING AND SALES UNITED STATES POSTAL SERVICE 123 MAIN ST ANYTOWN US 12345-9998

JOHN DOE MANAGER CUSTOMER SERVICE SUPPORT UNITED STATES POSTAL SERVICE PO BOX 4237 ANYTOWN US 12345-4237

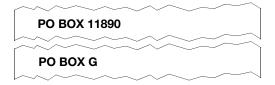
272 ZIP Code or ZIP+4

The ZIP Code or ZIP+4 Code must be correctly applied for the United States Postal Service record as found in the ZIP+4 file.

28 Post Office Box Addresses

281 Format

Post Office Box addresses are output as PO BOX NN on the mailpiece.



282 Leading Zero

Post Office Box numbers that are preceded by significant leading zeroes are identified in the ZIP+4 file by a hyphen (-) preceding the box number. Convert the hyphen into a zero on the output mailpiece.



283 **Designations**

PO Box addresses often appear with the word CALLER, FIRM CALLER, BIN, LOCKBOX, or DRAWER. Change these to PO BOX as output on a mailpiece.



284 Private Mailbox Addresses

Private companies may uniquely identify, by number, individuals or offices within their company for the purpose of simplifying their internal mail distribution. Print this number, called a *MailStop Code* (MSC), above the Recipient Line or the Attention Line. The words *POST OFFICE BOX* or *PO BOX* and the private mailbox number **cannot** be used on the Delivery Address Line. Only the Postal Service is entitled to provide delivery to a PO Box.

MSC 1587 ABC COMPANY 12 E MAIN AVE STE 209 KRYTON TN 38188-3637

MSC 1587 ABC COMPANY PO BOX 7530 KRYTON TN 38188-7530

The Delivery Address Line is the standardized address of the private company.

Private companies offering mailbox rental services to individuals and businesses are considered commercial mail receiving agencies (CMRA). Addresses on mail received at a CMRA must adhere to specific requirements in the use of their private mailbox number (PMB). Mail sent to an addressee at a CMRA must include either the PMB identifier or the #, followed by the appropriate private mailbox number. Use of any other identifier is prohibited. Either a three line or four line address format can be used with a CMRA address and the PMB or # identifier, with the exception noted below. Where the CMRA's physical address requires its own secondary address element, the PMB or # address must follow the specific format rules stated below. It is not permissible to combine the secondary address element of the mailing address for the CMRA and the CMRA customer's private box number.

Examples:

JOHN DOE PMB 234 RR 1 BOX 12 HERNDON VA 22071-2716

JOE DOE #234 10 MAIN ST STE 11 HERNDON VA 22071-2716

JOHN DOE 123 MAIN ST #4545 HERNDON VA 22071-2716

JOE DOE PO BOX 159753 PMB 3571 HERNDON VA 22071-2716

Exception:

When the CMRA mailing address contains a secondary address element (e.g., rural route box number, suite, # or other term), the CMRA customer must use PMB when utilizing a three line address format:

Examples:

JOHN DOE 10 MAIN ST STE 11 PMB 234 HERNDON VA 22071-2716

JOE DOE RR 1 BOX 12 PMB 596 HERNDON VA 22071-2716

JOHN DOE 10 MAIN ST STE 11 # 234 HERNDON VA 22071-2716

Unacceptable

JOE DOE RR 1 BOX 12 # 596 HERNDON VA 22071-2716

29 Puerto Rico Addresses

291 Format

Puerto Rico's common addressing consists of various formats, such as:

Apartment Building with Street Address

1234 AVE ASHFORD APT 1A SAN JUAN PR 00907-1021 Number, Street, and Apt. No. City, State, and ZIP+4

Condominium with Street Address

COND LAS AMAPOLAS 1230 CALLE AMAPOLAS APT 103 CAROLINA PR 00979-1126

Condominium Name Number, Street, and Apt. No. City, State, and ZIP+4

Exception

MR JOHN DOE 1234 URB LOS OLMOS PONCE PR 00731-1235 Name Number and Urbanization City, State, and ZIP+4

Four-line Address

MRS JANE DOE URB LAS GLADIOLAS 150 CALLE A SAN JUAN PR 00926-0221 Name Urbanization Street and Number City, State, and ZIP+4

Three-line Address

MR JOHN DOE 1234 CALLE AURORA MAYAGUES PR 00680-1234

Name Number and Street City, State, and ZIP+4

Exception

MR JOHN DOE 1234 URB LOS OLMOS PONCE PR 00731-1235 Name Number and Urbanization City, State, and ZIP+4

Apartment Buildings — Condominiums

1234 AVE ASHFORD APT 1A SAN JUAN PR 00907-1021 Number, Street, and Apt. No. City, State, and ZIP+4

Condominium with Street Address

COND LAS AMAPOLAS 1230 CALLE AMAPOLAS APT 103 CAROLINA PR 00979-1126

Condominium Name Number, Street, and Apt. No. City, State, and ZIP+4

Exception

MR RALPH DOE COND GARDEN HILLS PLAZA TORRE 2 APT 905 GUYANABO PR 00966-2325 Name Condominium Name Building No. and Apt. No. City, State, and ZIP+4

Exception

D MR JOHN DOE COND DEL MAR APT 103 SAN JUAN PR 00907-1112

Name Condominium Number and Apt. No. City, State, and ZIP+4

Exception

Certain condominiums are not located on a named street or have an assigned number to the building. The name of the condominium is substituted for the street name.

MR JUAN DOE RES LAS MARGARITAS EDIF 1 APT 104 CAGUAS PR 00725-1103 Name Residential Name Building No. and Apt. No. City, State, and ZIP+4

The word *CALLE* is commonly placed before the street name and number. *CALLE* means *STREET* in Spanish, and placing the word *CALLE* prior to other address components is proper use based on Spanish composition. In addition to the word *CALLE*, the word *AVENIDA* or its abbreviation *AVE* may also appear in this position.

292 Urbanization

Urbanization denotes an area, sector, or development within a geographic area. In addition to being a descriptive word, it precedes the name of the area. This *URB* descriptor, commonly used in urban areas of Puerto Rico, is an important part of the addressing format, as it describes the location of a given street.

MR JOHN SMITH
URB FAIR OAKS
AVE WILSON CHURCHILL 123
RIO PIEDRAS PR 00926-0123

Name Urbanization Street and Number. City, State, and ZIP+4

293 Common Translations

The following is a list of commonly used phrases that may appear in Puerto Rico addresses:

Spanish	English	
Apartado	PO Box	
Buzon	Вох	
Buzon Rural	Rural Box	
Ruta Rural	Rural Route	
Ruta Estrella	Highway Contract	
Edificio	Building	

MR JOHN DOE APARTADO 825 SAN JUAN PR 00936-0825

Proper Spanish Format

MR JOHN DOE PO BOX 825 SAN JUAN PR 00936-0825

English Version

The following is a list of Spanish words and their corresponding abbreviations:

Spanish Word	Abbreviation	Spanish Word	Abbreviation
Apartamento	APT	Extencion	EXT
Barriada	BDA	Hospital	HOSP
Building	BLDG	Industrial	IND
Bloque	BL	Jardines	JARD
Barrio	ВО	Mansiones	MANS
Carretera	CARR	Parcelas	PARC
Caserio	CAS	Quebrada	QBDA
Condominio	COND	Reparto	REPTO
Cooperativa	COOP	Residencial	RES
Corporacion	CORP	Sector	SEC
Departamento	DEPT	Terraza	TERR
Edificio	EDIF	Urbanization	URB
Entrega General	GEN DEL	Villa	VIL

294 Spanish Directionals

Directionals are not commonly used in Puerto Rico addresses because other descriptions, such as urbanization, identify geographic areas. When they do appear in addresses, however, they may appear as follows:

Spanish		English	
Directional	Abbreviation	Directional	Abbreviation
Norte	N	North	N
Noreste	NE	Northeast	NE
Noroeste	NO	Northwest	NW
Sur	S	South	S
Sureste	SE	Southeast	SE
Suroeste	so	Southwest	SW
Este	E	East	E
Oeste	0	West	W

Note: The only discrepancies between English and Spanish abbreviations occur in West directionals. In the ZIP+4 file, the English equivalents are used.

295 Delivery Address Line

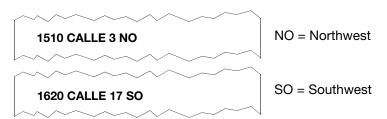
295.1 General

The components of the Delivery Address Line are the primary address number, street name, secondary address identifier, and secondary address range.

125 CALLE MAIN
URB HIGHLAND GARDENS
CONDO LAS AMAPOLIAS APT 103

Primary Address No. and Street Name Secondary Address Identifer Street and Number

Note: In Puerto Rico there are usually no directionals or suffixes. Additionally, most apartment buildings do not have a street address. In this situation, the building name is part of the primary address identifier. If directionals are present in an address, they are part of the street name. Do not translate to directionals.



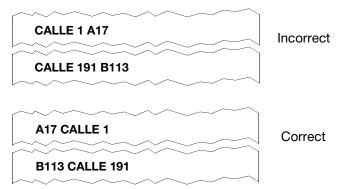
295.2 Street Names

Do not abbreviate street names if at all possible. Consult the abbreviation tables prior to making any abbreviation. For matching purposes, eliminating the word *CALLE* from named streets is recommended. Always print *CALLE*, *AVENIDA*, etc. on the mailpiece.



295.3 Numbered Streets

Numbered streets must always contain the word *CALLE*. This avoids misinterpretation of the delivery information between numbered streets and house numbers.



Note: Do not translate CALLE to the suffix ST. This translation makes the address undeliverable.

295.4 House Numbers

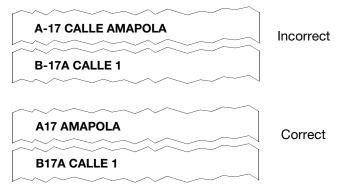
House numbers may have fractional or alphabetic modifiers. To make an address more deliverable because of alphanumeric ranges, place the house number before the street name.



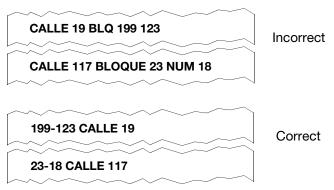
Due to the amount of numbers within a block and a house number in Puerto Rico addresses, many identifiers are used to separate address elements, including *BLOQUE*, *NUM*, *NO*, *CASA*, and *LOTE*. None of the identifiers are part of the address, and they are not in the AIS files.

Certain rules have to be established to eliminate these identifiers from address files. Placing the house number before the street name is recommended.

When placing alphanumeric house numbers prior to the street name, avoid using hyphens.



However, hyphens in the address range may be significant. When addresses contain up to three-digit numeric block numbers, it is necessary to include a hyphen.



This process facilitates matching customer files against AIS since hyphens are present in the AIS files.

295.5 Urbanization

Because urbanizations are the most important part of the address, they are abbreviated to *URB* followed by the urbanization name.



Urbanizations are not repeated within five-digit zones and in most cases are served by one single carrier route. Therefore, a list of urbanization names serves for Five-Digit ZIP Code verification.

Note: Certain urbanizations are known as extensiones, mansiones, repartos, villas, parques, and jardines. When these names are present, there is no need to place the abbreviation URB prior to the name of the urbanization.

A17 JARD FAGOTA
PONCE PR 00731

B133 URB GOLDEN GATE
SAN JUAN PR 00920

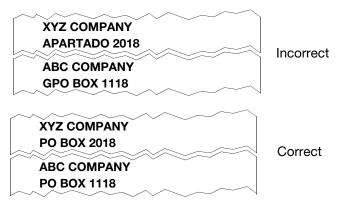
Note: Some areas in Puerto Rico served in urbanizations do not have a street name. The urbanization becomes a street name and is located in the primary identifier of the AIS files.

295.6 Post Office Box

Print Post Office Box addresses as PO BOX on the mailpiece.



PO Box addresses often appear with the words *CALLER*, *CALL BOX*, *GPO BOX*, *PO BOX S-1190*, *APTDO*, *APARTADO*, *BOX*, *BUZON*. These are changed to *PO BOX* as output to a mailpiece.



In certain areas, the station name appears in the line above the city, state, and ZIP Code. We recommend that it is either eliminated from the output address or relocated, placing *PO BOX* above the city and state and placing the station name on the line above. Station names are not present on the ZIP+4 file.



295.7 Rural Route

Rural route addresses are output on a mailpiece as *RR N BOX NN*. Do not use the words *RURAL*, *RUTA RURAL*, *BUZON*, or *BZN*.



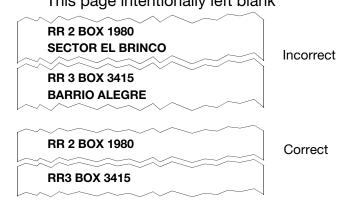
A leading zero before the rural route number is not necessary.



The designations RFD, RD, and RT (meaning rural route) are changed to RR.



There should be no additional designations, such as sector names, on the Delivery Address Line of rural addresses. Sector names used together with route and box numbers can create potential matching difficulty. Mailers are encouraged to use only one style of addressing. Eliminate this information in Puerto Rico addresses. This page intentionally left blank



3 Business Addressing Standards

31 General

Joint Industry and Postal Service Standardization Efforts

This chapter defines standardized formats for business addresses to be used on mailpieces. This standardization effort was originally initiated by the Direct Mail Association (DMA) Business-to-Business Users' Group in late 1987 and included the involvement of other DMA segments groups who provide business-to-business list services. The Postal Service's Address Management Office and National Customer Support Center (NCSC) have worked closely with these groups to pinpoint problem areas and develop recommended solutions. Members of the Graphic Communications Association (GCA) have also provided strong support for the development of these business-to-business addressing standards.

As awareness of business-to-business addressing issues became more widespread, a broader scope of industry participation was facilitated by the establishment of a special ad hoc Business-to-Business Addressing Subcommittee of the Mailers' Technical Advisory Committee in the fall of 1989.

Numerous joint working meetings were held to thoroughly define standardization needs and develop the components of the recommended addressing guidelines outlined in this section. It should be noted that this effort intentionally dovetailed with the earlier joint industry and Postal Service program that established the general addressing standards. Industry and USPS joint work groups will continue to be created to provide the information necessary to achieve the highest level of address quality possible.

312 Unique Addressing Issues

For consumer and residential addresses, a complete and correct address consists of three basic lines of information: Customer or Recipient Line, Delivery Address Line, and Last Line (City State ZIP). Depending on the address type, other address data elements could include apartment or suite numbers, Post Office Box addresses, and a complete rural/highway contract route address (with route and box numbers).

Significantly, in terms of content, business-to-business mailers have much more to worry about with various permutations of firm names, the use of

prestige addresses, and auxiliary company and personnel data, e.g., titles, personal/professional, and department or division. Consequently for the business-to-business mailer, the scope of standardization and list maintenance and correction becomes much more complex.

By establishing preferred format or data element location guidelines, defined character lengths, standard abbreviations, and a progression of compression steps, a process has been created that now enables mailers to uniformly condense business address components to any practical length, depending on the purpose and the need to abbreviate the data. The use of standardized abbreviations and logical compression steps is intended to facilitate the computer-based merge/purge process, Postal Service multi-line optical character readers (MLOCR) and industry address matching services including ZIP+4 and NCOA.

The mailer has full discretion in the use of standard abbreviations and compression guidelines to optimize computer data storage and output to a mailpiece. There is no intent to mandate the use of these abbreviations or guidelines if the mailer prefers the full spelling.

313 Business Address Standardization Factors

Address standardization has the potential to improve many phases of the business-to-business mail process — from merge/purge to delivery. The following are specific problem areas these standards can address.

313.1 Costly Inefficiencies in the Merge/Purge Process

It is hard to identify and eliminate duplicate addresses when address data is presented in varying formats, i.e., when abbreviation and compression tactics are applied randomly or multiple data element combinations are used.

313.2 Costly Poor Address Hygiene

Businesses often prefer to use "prestige" or "vanity" addresses and occasionally use multiple versions of their firm name, depending on their market needs. They also apply differing abbreviation and compression tactics. As a result, match rates against Postal Service address improvement products, i.e., NCOA, Address Change Service (ACS), and ZIP+4, are low.

313.3 Costly Missed Opportunities for Barcoding Discounts

Because of inconsistencies in business address formats, business addresses often do not match against ZIP+4 data used to produce a barcode. Business-to-business mailers find it harder to take full advantage of new automation and barcoding discounts.

313.4 Costly Non-Deliverability

Inconsistent addressing tactics or missing address elements due to varying compression methods often result in non-deliverable mail. Delivery of mail within an organization may also be impaired if internal mailstops are not part of the address. In this context *mailstop* refers to a unique routing code used by a company for internal mail delivery. It does not include the traditional information, such as Accounts Payable Branch, or Attn To:. Example: Mailstop ABC 456.

314 Purpose of Standardization

The purpose of standard abbreviations and compression guidelines is to provide a uniform reference when there is a need to condense address data. The standards contain the following components: an address format model indicating preferred address data element locations, a progression of optional line compression steps, and a table of standard abbreviations for the most commonly used business words. These tools are designed to meet the following objectives:

- Improve computer matching of business address data in the merge/ purge process and enhance the application of Postal Service address improvements.
- Facilitate proper address compression for data transfers and differing output presentations, e.g., for Postal Service delivery vs. inside letter personalization or Cheshire labeling vs. ink jet printing.

32 Scope of Standardization

321 Benefits

The Business Address Standards are being adopted by postal units and are required in all internal Postal Service processing systems — including the NCOA System and ACS. Postal Service licensees, direct marketing service bureaus, and business-to-business mailers are encouraged to incorporate these standards as a means to achieve improved merge/purge results, higher list quality, and Postal Service deliverability.

There are additional benefits to be achieved through improved business-to-business address quality and a standardized address format, such as increasing potential deliverability of mail once processed and more consistency in address information stored in customer files and directories. The emphasis has been to clarify business-to-business addressing techniques and provide guidelines and tools that deal with the many unusual addressing conventions in business-to-business list processing. A strong focus has been on providing the Postal Service with a uniform approach to matching these addresses through its customer products and automated equipment.

322 Business-to-Business List Maintenance

Business-to-business addressing standards are tailored to provide guidance on the most efficient means to output a business address onto a mailpiece. It is necessary to begin with list compilation, list maintenance, or list management to ensure that the content of the address is both accurate and complete. A variety of AIS products and services are available to assist in these processes, which have worked well for consumer lists. The business-to-business standards are intended to greatly enhance the use of these products by providing a uniform format for business address information.

323 Business-to-Business List Correction

Prior to this effort of developing specific guidelines and tables for standardization of business-to-business addresses, the application of the Postal Service AIS address improvement products and services was not always an effective means to correct business-to-business addresses-simply because of poor match rates. With the Postal Service incorporating the tables and guidelines that have emerged from this process, the AIS services are much improved for business-to-business applications. In the future, once a business-to-business address has been matched against AIS files, the address list should be corrected accordingly. Business-to-business addresses that have been standardized will contain all the necessary address elements required for Postal Service delivery as well as the most correct firm name and contract information as required for marketing purposes.

324 Business-to-Business List Updates

Once files are updated, it is important to establish list management procedures to ensure timely updates and maintain accuracy. It is highly recommended that new addresses go through a verification and standardization process to obtain the correct ZIP+4 and delivery point codes prior to adding them to your master address list.

325 Business-to-Business Address Output

Once an address has gone through a standardization process, look at the output of the address as it appears on the mailpiece, insert, or address label. A standardized address should also be "machine readable" so that it can be processed on high-speed optical character readers (OCRs). Publication 25, Designing Business Letter Mail, contains specifications for properly formatting and printing delivery address information on letter mail. Following these readability guidelines for letter mail that has not been prebarcoded helps to ensure successful OCR processing. Some important elements affecting machine readability are contained in Appendix A of this document. For complete information, however, we recommend that you obtain a copy of Publication 25 from your local Post Office. If your mailpiece will be submitted for automation rates (other rates may also apply), the requirements in the DMM must be met.

It is recommended that delivery address information be stored in a minimum of 30 bytes or spaces in your computer system. The most optimum recommendation is 64 bytes or spaces to be compatible with the Postal Service National ZIP+4 database.

The Postal Service defines a *complete address* as one that has all the address elements necessary to allow an exact match with the current Postal Service ZIP+4 and City State files to obtain the finest level of ZIP+4 and delivery point codes for the delivery address. A complete address may be required on mail at some automation rates. See the DMM for more detailed information.

A *standardized address* is one that is fully spelled out, abbreviated by using the Postal Service standard abbreviations shown in this publication or as shown in the ZIP+4 files.

Business-to-Business Deliverability

The final benefit to be achieved through business-to-business address standardization is deliverability of a mailpiece. Addresses that are complete and have matched the Postal Service files and/or directories have a better chance of being properly delivered. Printing complete information on a mailpiece and eliminating extraneous information that can confuse Postal Service delivery personnel or be misread by Postal Service equipment improves the ability to provide timely delivery. The industry and the Postal Service will continue to work together to explore ways to improve the processing and delivery of mail in a timely, cost-effective manner. Business-to-business address standardization is a very positive step towards improved address quality and a cost-effective operation both for the business-to-business mailer and the Postal Service.

33 Defining Business-to-Business Data Elements

To understand the complexity of business-to-business addressing, a strong effort has been made to identify and define the many individual data elements that can be included in a business-to-business address. Input from the business-to-business field (users and suppliers) — gathered from several industry surveys — aided in the development of the following list. The first nine data elements relate to the marketing intentions of the mailer and do not actually affect Postal Service deliverability of a piece.

The following are data elements that could be included in a business-to-business address:

Company/Contact Information	
1.	Name Prefix
2.	First Name
3.	Middle Name or Initial
4.	Surname
5.	Suffix Title*
6.	Professional Title
7.	Functional Title
8.	Division/Department Name
9.	Mailstop Code
*	Includes maturity (e.g., JR, SR) and professional (e.g., PHD, DDS) suffixes.

Address data elements 10 through 27 are Postal Service standardization issues for purposes of distribution and deliverability:

Distribution and Delivery Address Information

- 10. Street Number
- 11. Predirectional
- 12. Street Name
- 13. Street Suffix
- 14. Postdirectional
- 15. Secondary Unit Indicator
- 16. Secondary Number
- 17. Company Name
- 18. PO Box Number
- 19. City
- 20. State
- 21. ZIP Code
- 22. ZIP+4 Code
- 23. Carrier Route Code
- 24. Operational Endorsement/ACS Participant Code
- 25. Key Line Code
- 26. POSTNET Barcode
- 27. POSTNET Address Block Barcode

The following business address format is recommended when outputting to a mailpiece. Except as noted below, the use of a specific address line or address data element within a line is optional based on marketing intent, data availability, label size, or mailer preference. When a business address data element is not used on a mailpiece, the address data element above is positioned downward into the vacant area, thereby maintaining overall relative address data element placement on the mailpiece.

Address Data Element	Example
Optional Endorsement Line	#BXNHJVF ********C002
Key Line Data	#ABCDEFGHIJKLMNO3# /12345678
POSTNET Address Block Barcode	Indalliannialiandianialialiannialialiannill
Mailstop Code	MSC4567ABCD
Attention Line	MS MILDRED DOE
Individual Title	PROFESSIONAL ENGINEER
Functional Title	DESIGN ENGINEERING MANAGER
Group, Department, Division Name	BRAKE CONTROL DIVISION
Business/Firm Name	BIG BUSINESS INCORPORATED
Delivery Address Line	12 E BUSINESS LN STE 209
City, State, ZIP+4 Line	KRYTON TN 38188-0002

It is unlikely that any one business address contains all 11 of the business address data elements detailed above. The example above defines the business address data elements and their relative placement on a mailpiece. Generally, only five lines of address information are suitable for automated processing when not barcoding.

The use of a standardized business address format, standard business word abbreviations, line removal, and business address line compression logic is intended to improve the quality of matches between Postal Service and industry address improvement, hygiene, and matching services. This would include computer-based change of address and merge/purge programs and would facilitate Postal Service and commercial MLOCR recognition.

When **outputting** business address data elements to a mailpiece, the complete address data element, **including the complete and correct spelling of each word**, is preferred. In those instances where certain constraints limit the number of words or characters that can be placed on the mailpiece, the **most preferred** method is to replace fully spelled words with standard address and business word abbreviations. If additional reduction in lines or address data elements is necessary for application on the mailpiece, then apply the guidelines in logical order as presented in subchapter 34.

It is important to note that the application of these logical steps is the option of the mailer and is provided as a standardized approach for use when the mailer has a business need to alter the address format. It is recommended that each logical step be applied only if the additional compression offered by that step is required or desired by the mailer. The application of some logical steps could produce an output that may be unacceptable to the mailer.

34 Line Removal Guidelines

341 Sample Business Address Format

Line		
#	Data Element	Example
*1.	Optional Endorsement Line	#BXNHJVF ********C002
**2.	Key Line Data	#ABCDEFGHIJKLMNO3# /12345678
**3.	POSTNET Address Block Barcode	
***4.	Mailstop Code	MSC 4567ABCD
***5.	Attention Line	MS MILDRED DOE
***6.	Individual Title	PROFESSIONAL ENGINEER
***7.	Functional Title	DESIGN ENGINEERING MANAGER
***8.	Group, Department, Division Name	BRAKE CONTROL DIVISION
*9.	Business/Firm Name	BIG BUSINESS INCORPORATED
*10.	Delivery Address Line	12 E BUSINESS LN STE 209
*11.	City, State, Zip+4 Line	KRYTON TN 38188-0002

- * These lines directly affect Postal Service distribution.
- ** These lines are required for some Postal Service programs.
- *** These lines are optional for the mailer.

342 Primary Considerations

The preferred location for the POSTNET Address Block Barcode is above the address block or immediately below the optional endorsement and/or key line information, if used. However, it may be placed below the address block if necessary. In either location it must be within 4 inches of the bottom and 1/2 inch from either edge of the mailpiece in order to be read by the barcode sorter. Refer to the DMM for additional criteria and options for placement of the barcode on mailpieces.

Preferred

Line #3 — POSTNET Address Block Barcode

#BXNHJVF **********C002
#ABCDEFGHIJKLMNO3# /12345678
MS MILDRED DOE
PROFESSIONAL ENGINEER
BIG BUSINESS INCORPORATED
12 E BUSINESS LN STE 209
KRYTON TN 38188-0002

Optional

343 Address Line Removal

If the number of business address lines on a mailpiece must be reduced, apply the following steps in the order listed.

343.1 Lines Required for Postal Service Distribution

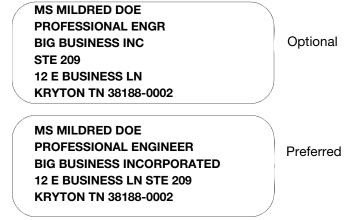
Lines #9, #10, and #11 contain addressing data elements that are required for distribution and delivery by the Postal Service. Therefore, they must appear as the last three lines of the address block. If it is necessary to compress the number of characters in an address data element, use the recommended abbreviations or suffix tables or the word compression guidelines identified in this publication.

Line #9, Business/Firm Name, should be printed on a single line for maximum MLOCR matching. If necessary it may be wrapped down. The use of standard business word abbreviations is preferred over line wrapping.

LONGFELLOW APPLIANCE BROKERAGE CO Option #1 LONGFELLOW APPLIANCE BRKRGE CO Option #2 LONGFELLOW APPLIANCE BRKRGE CO Option #3 LONGFELLOW APPLIANCE BROKERAGE COMPANY Option #4

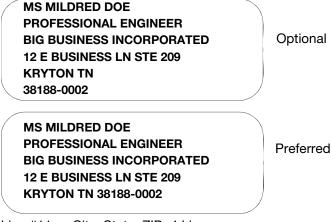
Line #9 - Business/Firm Name

When secondary delivery information, e.g., *APARTMENT* or *SUITE*, is part of the address but does not fit on the Delivery Address Line, all secondary components should be placed immediately above the Delivery Address Line.



Line #10 — Delivery Address Line

It is preferred that all City, State, and ZIP Code information be presented on a single line. If that is not possible, the ZIP Code or the ZIP+4 Code should be placed below the City State information. However, when compressing line #11 do not remove the hyphen between the ZIP Code and the ZIP+4 add-on code.



Line #11 — City, State, ZIP+4 Line

343.2 Required Lines for Certain Postal Service Programs

Lines #1 and #2 may be required on the mailpiece when it is submitted under some of the Postal Service presort programs or the ACS program. Therefore, when they are present they must appear in the address block in the order indicated by the Sample Business Address Format. They cannot be wrapped, altered, or compressed.

#BXNHJVF *******C002

Line #1 —
Optional Endorsement Line

#ABCDEFGHIJKLMNO3# /123456789
BIG BUSINESS INCORPORATED
12 E BUSINESS LN STE 209
KRYTON TN 38188-0002

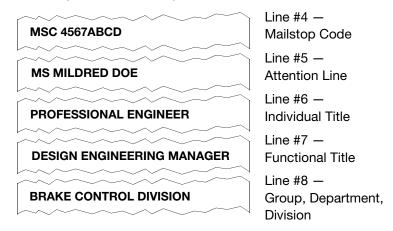
Line #1 —
Optional Endorsement Line

Line #2 —
Key Line Data

343.3 **Optional Lines**

Lines #4, 5, 6, 7, and 8 are **not** required by the Postal Service for distribution and delivery and are optional for the mailer.

Line #5, Attention, when it contains an individual name, or line #7, Functional Title, may be critical for delivery within the company or firm, but the use of both may not be necessary.



35 Address Data Element Compression Guidelines

The Postal Service and commercial MLOCR equipment can read a maximum of 40 characters per line within a maximum of 8 separate words per line. If either parameter is exceeded, the MLOCR ignores the entire line.

Apply the following steps if it is necessary to reduce the number of words or characters from business address data elements applied to a mailpiece. Use the order listed.

351 Removal and Deletion Restrictions

Do not remove or delete any characters or symbols from line #1 Optional Endorsement Line, line #2 Key Line Data, or line #3 POSTNET Address Block Barcode.

352 Abbreviations

Use the standard business and address word abbreviations for address data elements whenever necessary. These abbreviations can be found in Appendix <u>G</u>. It is recommended that you only abbreviate the last word. You should not abbreviate words when the name length meets the user's character length requirements.

MS MILDRED DOE PROFESSIONAL ENGR BIG BUSINESS INC 12 E BUSINESS LN STE 209 KRYTON TN 38188-0002

Optional

MS MILDRED DOE PROFESSIONAL ENGINEER BIG BUSINESS INCORPORATED 12 E BUSINESS LN STE 209 KRYTON TN 38188-0002

Preferred

353 Right-to-Left Evaluation

Evaluate each of the business address data elements in each business address line separately. Always work from the right to the left within each address line.

MS MILDRED DOE PROFESSIONAL ENGR BIG BUSINESS INCORPORATED 12 E BUSINESS LN STE 209 KRYTON TN 38188-0002

Option #1

MS MILDRED DOE PRO ENGR BIG BUSINESS INCORPORATED 12 E BUSINESS LN STE 209 KRYTON TN 38188-0002

Option #2

MS MILDRED DOE PROFESSIONAL ENGINEER BIG BUSINESS INCORPORATED 12 E BUSINESS LN STE 209 KRYTON TN 38188-0002

Preferred

354 Special Characters

"Remove special characters, multiple blanks, and punctuation in order as listed below."

Special Characters		
	Double spaces/blanks change to single space or blank, except between state abbreviations and ZIP Codes or ZIP+4 Codes.	
*	Asterisks, except in the Optional Endorsement Line	
,	Commas	
	Periods	
()	Parentheses	
66 99	Quotations	
:	Colons	
;	Semicolons	
6	Apostrophes	
-	Hyphens, except in the ZIP+4 Code and in the primary number used in the Delivery Address Line. Spaces before and after the hyphen or slashes (/) should be removed from the address or firm line.	
@	At	
&	Ampersand	

*MS MILDRED DOE
"PROFESSIONAL ENGINEER"
(MAIN OFFICE)
BIG BUSINESS INCORPORATED
12 E BUSINESS LN STE-209
KRYTON, TN 38188-0002

Acceptable

MS MILDRED DOE
PROFESSIONAL ENGINEER
MAIN OFFICE
BIG BUSINESS INCORPORATED
12 E BUSINESS LN STE 209
KRYTON TN 38188-0002

Preferred

JOHN SMITH
PIZZA DELIVERY COMPANY
61-20 E RIVER DR
NEW YORK, NY 10021-0905

Acceptable

JOHN SMITH
PIZZA DELIVERY COMPANY
61-20 E RIVER DR
NEW YORK NY 10021-0905

Preferred

355 Remove Certain Words

Replace or remove certain words as listed below. However, the use of standard business word abbreviations is preferred over removal of words. The following compression technique should be applied only if the standard abbreviations do not meet particular business needs.

- Replace and with space.
- Replace space & space with space.
- Replace number words with numeric symbols: *first* with *1ST*.
- Remove etc., i.e., in care of, and et al.
- Remove words like the, of, by, for, at, also.
- Remove ATTENTION, ATTN:.
- Remove gender words like MS, MRS, MISS, MR, SIR.
- Remove title words like DR, PHD, DDS, RN.

356 Wrapping

When address information does not fit on one line, wrap the additional information on either the line above or below, as shown below. However, the use of standard business word abbreviations is preferred over line wrapping. Only wrap lines if standard abbreviations do not meet your business needs.

Wrapping	Additional Information
No Wrap	Optional Endorsement
No Wrap	2. Key Line Data
No Wrap	POSTNET Address Block Barcode
Wrap Down	4. Mailstop Code
Wrap Down	5. Attention Line
Wrap Down	6. Individual Title
Wrap Down	7. Functional Title
Wrap Down	8. Group, Department, Division
Wrap Down	9. Business/Firm Name
Wrap Up	10. Delivery Address Line
Wrap Down	11. City, State, ZIP+4 Line

Line #9, Business/Firm Name, should be printed on a single line for maximum MLOCR matching. If necessary, it may be wrapped down.



When secondary delivery information, e.g., *APT* or *SUITE*, is part of the address but does not fit on the Delivery Address Line, wrap up all components of the secondary information immediately above the Delivery Address Line.

MS MILDRED DOE PROFESSIONAL ENGINEER BIG BUSINESS INCORPORATED STE 209 12 E BUSINESS LN KRYTON TN 38188-0002

Optional

MS MILDRED DOE PROFESSIONAL ENGINEER BIG BUSINESS INCORPORATED 12 E BUSINESS LN STE 209 KRYTON TN 38188-0002

Preferred

Line #10 — Delivery Address Line

It is preferred that all City, State, and ZIP Code information be on a single line. If that is not possible, the ZIP Code, including the ZIP+4 Code, may be placed below the city/state information. However, when compressing line #11, do not remove the hyphen between the ZIP Code and the ZIP+4 add-on code.

MS MILDRED DOE PROFESSIONAL ENGINEER BIG BUSINESS INCORPORATED 12 E BUSINESS LN STE 209 KRYTON TN 38188-0002

Optional

MS MILDRED DOE PROFESSIONAL ENGINEER BIG BUSINESS INCORPORATED 12 E BUSINESS LN STE 209 KRYTON TN 38188-0002

Preferred

Line #11 — City, State, ZIP+4 Line

357 Line #9 Compression

When compressing line #9, Business/Firm Name, do not alter the first and second words (leftmost), if possible, except when the first word is *THE*, which may be removed.

GENERAL DEVELOPMENT EMPORIUM

THE GENERAL DEVELOPMENT EMPORIUM

Preferred

Line #9 — Business/Firm Name

Standard State Name Abbreviations 358

When an individual state name that appears anywhere in a business address must be compressed or abbreviated because of space restrictions, use the standard State abbreviation listed in Appendix B.

Note: Use US for United States. Use USA for United States of America.



Line #10 — Delivery Address Line

Repetitive Word Removal 359

Remove repetitive words; however, standard business word abbreviations are preferred over word removal. The compression technique in this step should be applied only if standard abbreviations do not meet your business needs.



3510 Short-Ending Substitution

Substitute short endings on words.

Ending	Substitute
an	= n
er	= r
ial	=
al	= I
ies	= S
es	= S
ed	= d
ing	= ng
tion	= tn

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3511 Last Word Abbreviations

If the last word of an address line is any of those listed below, first replace the word with the standard abbreviation. If additional compression is still required, remove the word or its standard abbreviation.

Note: This step can be applied only to address lines #6, 7, 8, and 9.

Word	Abbreviations
ADMINISTRATION	ADMN
AGENCY	AGCY
BRANCH	BRNCH, BR
CENTER	CTR
COMPANY	СО
CORPORATION	CORP
DIVISION	DIV
ENTERPRISE	ENTRPRS
GOVERNMENT	GOVT
GROUP	GRP
HEADQUARTERS	HDQTRS
INCORPORATED	INC
LABORATORY	LAB
LIMITED	LTD
MANAGEMENT	МСМТ
MANUFACTURER, MANUFACTURING	MFR, MFG
MUNICIPAL	MNCPL
NATIONAL	NATL
PARTNERSHIP	PRTNRSHP
SYSTEM	SYS

3512 Vowel Removal

It is recommended that vowels not be removed if the desired address data element compression can be obtained by first using standard word abbreviations.

From the right side of the address line, beginning with the rightmost word, remove vowels as necessary on a word-by-word basis to achieve desired compression. Leave the last vowel; if the first character of a word is a vowel, do not remove that character. It is also recommended that the vowels not be removed from the leftmost words.

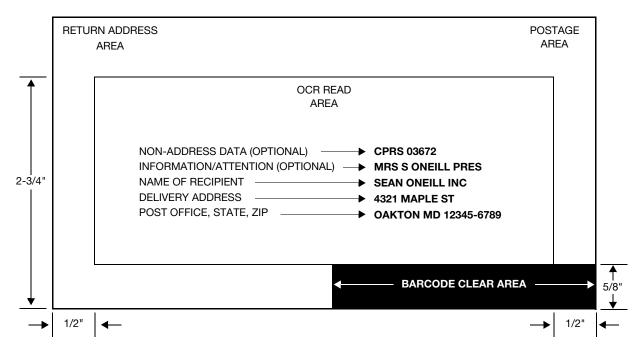
Appendix A

Address Formatting

A1 Readability

An automation readable mailpiece is defined as one that contains an accurate, correctly formatted, complete address or ZIP+4 POSTNET barcode and is readable on an OCR and/or a barcode sorter (BCS). The POSTNET barcode, whether preapplied or printed via an OCR, should reflect the ZIP+4 Code that permits the finest level of sort for each mailpiece.

The recommended address format is shown in the illustration below. For additional information on designing mail for OCR/BCS readability, we suggest you obtain a copy of Publication 25, *Designing Business Letter Mail*, or Publication 221, *Addressing For Success*, from your local Post Office marketing and communications office. The Postal Service's Web site (www.usps.gov) also provides access to those publications.



Addresses should be typewritten or machine printed in dark ink on a light background using uppercase letters. Except for the hyphen in the primary or secondary street number (if needed) or the ZIP+4 Code, all punctuation may be omitted. All lines of the address should be formatted with a uniform left

margin. When using a foreign address, always place the country name by itself on the last line. (See sample address types in section A2.)

Address characters must not touch and should be equally spaced. All lines of the address should be parallel to the bottom of the envelope. Be sure to include all pertinent information such as the directional code, apartment, floor, and suite number.

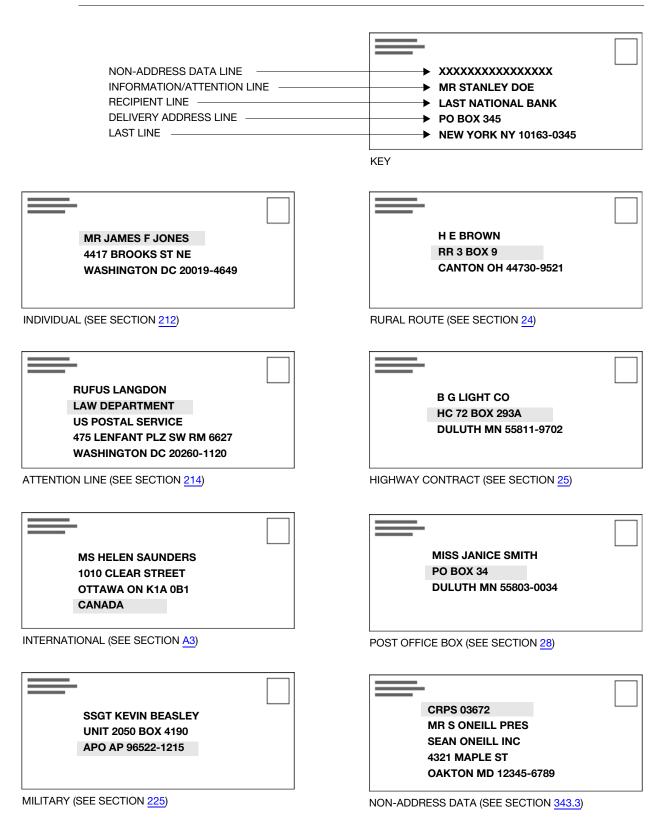
The entire address should be contained in an imaginary rectangle known as the OCR read area (see illustration in section $\underline{A1}$) that extends from 5/8 inch to 2 3/4 inch from the bottom of the mailpiece, with 1/2 inch margins on each side.

The barcode clear area, 5/8 inch from the bottom, and 4 3/4 inch from the right edge of the mailpiece (see illustration in section A1), is the area where a POSTNET barcode is preapplied or printed by an OCR.

Extraneous (nonaddress) printing that appears in the OCR read area should be positioned above the delivery address line and as far away from the address block as possible.

Address Formatting A2

A2 Address Types



A3 International Addresses

A31 General Requirements

The bottom line of the address should show only the COUNTRY name, written in full (no abbreviations) and preferably in capital letters. **Do not place the postal codes (ZIP Codes) of foreign country designations on the last line of the address. Do not underline the COUNTRY name.** An example of a correct foreign address follows:

INGE DIETRIC-FISCHER HARTMANNSTRASSE 7 5300 BONN 1 GERMANY

A32 Canada Only

The following address format is used when the postal address delivery zone is included in the address. Use the standard two-character abbreviation for provinces and territories. On mail to Canada, there must be two spaces between the province abbreviation and the postal code, as shown below between "ON" and "K1A 0B1":

MS HELEN SAUNDERS 1010 CLEAR STREET OTTAWA ON K1A 0B1 CANADA

Canadian Province/ Territory	Postal Service Abbreviation
Alberta	AB
British Columbia	ВС
Manitoba	MB
New Brunswick	NB
Newfoundland	NF
Northwest Territories	NT
Nova Scotia	NS
Ontario	ON
Prince Edward Island	PE
Quebec	QC
Saskatchewan	SK
Yukon Territory	YT

Address Formatting A32.1

A32.1 How To Obtain Canadian Postal Code Information

Mailers wishing to order a *Postal Code Directory* for Canada should write to the following address to obtain an order form:

National Philatelic Centre Canada Post Corporation 75 St. Ninian St., Suite 100 Antigonish, NS B2G 2R8 Canada

Telephone: 800-565-4362

Major mailers requiring postal code information on CD-ROM or information regarding Canadian mailing standards should write to the following address:

Address Management Canada Post Corporation 2701 Riverside Dr., Suite 813 Ottawa, ON K1A 0B1 Canada

Telephone: 800-363-3459

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Appendix B

Two-Letter State and Possession Abbreviations

Use the abbreviations below when addressing mail. Using the two-letter state abbreviations makes it possible to enter the city, state, and Five-Digit ZIP Code (or ZIP+4 Code) on the last line of the address within 28 positions when necessary: 13 positions for city, 1 space between the city and state abbreviation, 2 positions for the state, 2 spaces (preferred) between the state and ZIP Code, and 10 positions for the ZIP+4 Code.

State/Possession	Abbreviation
Alabama	AL
Alaska	AK
American Samoa	AS
Arizona	AZ
Arkansas	AR
California	CA
Colorado	co
Connecticut	СТ
Delaware	DE
District of Columbia	DC
Federated States of Micronesia	FM
Florida	FL
Georgia	GA
Guam	GU
Hawaii	HI
Idaho	ID
Illinois	IL
Indiana	IN
lowa	IA
Kansas	KS
Kentucky	KY
Louisiana	LA
Maine	ME
Marshall Islands	МН
Maryland	MD
Massachusetts	MA
Michigan	МІ
Minnesota	MN

State/Possession	Abbreviation
Mississippi	MS
Missouri	МО
Montana	MT
Nebraska	NE
Nevada	NV
New Hampshire	NH
New Jersey	NJ
New Mexico	NM
New York	NY
North Carolina	NC
North Dakota	ND
Northern Mariana Islands	MP
Ohio	ОН
Oklahoma	OK
Oregon	OR
Palau	PW
Pennsylvania	PA
Puerto Rico	PR
Rhode Island	RI
South Carolina	SC
South Dakota	SD
Tennessee	TN
Texas	TX
Utah	UT
Vermont	VT
Virgin Islands	VI
Virginia	VA
Washington	WA
West Virginia	WV
Wisconsin	WI
Wyoming	WY
Geographic Directional	Abbreviation
North	N
East	E
South	S
West	W
Northeast	NE
Southeast	SE

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Northwest

Southwest

NW

SW

Military "State"	Abbreviation
Armed Forces Europe, the Middle East, and Canada	AE
Armed Forces Pacific	AP
Armed Forces Americas (except Canada)	AA

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Appendix C

Street Abbreviations

C1 Street Suffix Abbreviations

The following table lists examples of suffix forms that are primary street suffix names, common street suffixes or suffix abbreviations, and recommended official Postal Service standard suffix abbreviations.

Primary Street Suffix Name	Commonly Used Street Suffix or Abbreviation	Postal Service Standard Suffix Abbreviation
ALLEY	ALLEE	ALY
	ALLEY	
	ALLY	
	ALY	
ANEX	ANEX	ANX
	ANNEX	
	ANNX	
	ANX	
ARCADE	ARC	ARC
	ARCADE	
AVENUE	AV	AVE
	AVE	
	AVEN	
	AVENU	
	AVENUE	
	AVN	
	AVNUE	
BAYOU	BAYOO	BYU
	BAYOU	
BEACH	BCH	BCH
	BEACH	
BEND	BEND	BND
	BND	
BLUFF	BLF	BLF
	BLUF	
	BLUFF	
BLUFFS	BLUFFS	BLFS

Primary Street Suffix Name	Commonly Used Street Suffix or Abbreviation	Postal Service Standard Suffix Abbreviation
ВОТТОМ	ВОТ	ВТМ
	BTM	
	BOTTM	
	воттом	
BOULEVARD	BLVD	BLVD
	BOUL	
	BOULEVARD	
	BOULV	
BRANCH	BR	BR
	BRNCH	
	BRANCH	
BRIDGE	BRDGE	BRG
	BRG	
	BRIDGE	
BROOK	BRK	BRK
	BROOK	
BROOKS	BROOKS	BRKS
BURG	BURG	BG
BURGS	BURGS	BGS
BYPASS	BYP	ВҮР
	BYPA	
	BYPAS	
	BYPASS	
	BYPS	7
CAMP	CAMP	СР
	СР	
	CMP	
CANYON	CANYN	CYN
	CANYON	
	CNYN	
CAPE	CAPE	CPE
	CPE	1
CAUSEWAY	CAUSEWAY	CSWY
	CAUSWA	1
	CSWY	_

Street Abbreviations C1

Primary Street Suffix Name	Commonly Used Street Suffix or Abbreviation	Postal Service Standard Suffix Abbreviation
CENTER	CEN	CTR
	CENT	
	CENTER	
	CENTR	
	CENTRE	
	CNTER	
	CNTR	
	CTR	
CENTERS	CENTERS	CTRS
CIRCLE	CIR	CIR
	CIRC	
	CIRCL	7
	CIRCLE	7
	CRCL	
	CRCLE	
CIRCLES	CIRCLES	CIRS
CLIFF	CLF	CLF
	CLIFF	
CLIFFS	CLFS	CLFS
	CLIFFS	
CLUB	CLB	CLB
	CLUB	
COMMON	COMMON	CMN
COMMONS	COMMONS	CMNS
CORNER	COR	COR
	CORNER	_
CORNERS	CORNERS	CORS
	CORS	_
COURSE	COURSE	CRSE
	CRSE	+
COURT	COURT	СТ
	CT	┥ ゙
COURTS	COURTS	CTS
3000	CTS	+
COVE	COVE	CV
33.2	CV	\dashv
COVES	COVES	CVS
CREEK	CREEK	CRK
JILLIN	CRK	
	UNIX	

	I	
Primary Street Suffix Name	Commonly Used Street Suffix or Abbreviation	Postal Service Standard Suffix Abbreviation
CRESCENT	CRESCENT	CRES
	CRES	
	CRSENT	
	CRSNT	
CREST	CREST	CRST
CROSSING	CROSSING	XING
	CRSSNG	
	XING	
CROSSROAD	CROSSROAD	XRD
CROSSROADS	CROSSROADS	XRDS
CURVE	CURVE	CURV
DALE	DALE	DL
	DL	
DAM	DAM	DM
	DM	
DIVIDE	DIV	DV
	DIVIDE	
	DV	
	DVD	
DRIVE	DR	DR
	DRIV	
	DRIVE	
	DRV	
DRIVES	DRIVES	DRS
ESTATE	EST	EST
	ESTATE	
ESTATES	ESTATES	ESTS
	ESTS	
EXPRESSWAY	EXP	EXPY
	EXPR	
	EXPRESS	
	EXPRESSWAY	
	EXPW	
	EXPY	
EXTENSION	EXT	EXT
	EXTENSION	
	EXTN	
	EXTNSN	
EXTENSIONS	EXTS	EXTS
FALL	FALL	FALL
FALLS	FALLS	FLS
	FLS	

Street Abbreviations C1

Primary Street Suffix Name	Commonly Used Street Suffix or Abbreviation	Postal Service Standard Suffix Abbreviation
FERRY	FERRY	FRY
	FRRY	
	FRY	
FIELD	FIELD	FLD
	FLD	
FIELDS	FIELDS	FLDS
	FLDS	
FLAT	FLAT	FLT
	FLT	
FLATS	FLATS	FLTS
	FLTS	
FORD	FORD	FRD
	FRD	
FORDS	FORDS	FRDS
FOREST	FOREST	FRST
	FORESTS	
	FRST	
FORGE	FORG	FRG
	FORGE	
	FRG	
FORGES	FORGES	FRGS
FORK	FORK	FRK
	FRK	
FORKS	FORKS	FRKS
	FRKS	
FORT	FORT	FT
	FRT	
	FT	
FREEWAY	FREEWAY	FWY
	FREEWY	
	FRWAY	_
	FRWY	\dashv
	FWY	+
GARDEN	GARDEN	GDN
	GARDN	-
	GRDEN	\dashv
	GRDN	\dashv
GARDENS	GARDENS	GDNS
SI II IDENO	GDNS	
	GRDNS	\dashv
	פוועחט	

Primary Street Suffix Name	Commonly Used Street Suffix or Abbreviation	Postal Service Standard Suffix Abbreviation
GATEWAY	GATEWAY	GTWY
	GATEWY	_
	GATWAY	4
	GTWAY	4
	GTWY	1
GLEN	GLEN	GLN
	GLN	
GLENS	GLENS	GLNS
GREEN	GREEN	GRN
	GRN	
GREENS	GREENS	GRNS
GROVE	GROV	GRV
	GROVE	
	GRV	
GROVES	GROVES	GRVS
HARBOR	HARB	HBR
	HARBOR	7
	HARBR	1
	HBR	1
	HRBOR	1
HARBORS	HARBORS	HBRS
HAVEN	HAVEN	HVN
	HVN	7
HEIGHTS	HT	HTS
	HTS	7
HIGHWAY	HIGHWAY	HWY
	HIGHWY	1
	HIWAY	1
	HIWY	1
	HWAY	1
	HWY	1
HILL	HILL	HL
	HL	1
HILLS	HILLS	HLS
-	HLS	†
HOLLOW	HLLW	HOLW
	HOLLOW	†
	HOLLOWS	┥
	HOLW	1
	HOLWS	-
INLET	INLT	INLT
11 NLL 1	IINLI	11461

Street Abbreviations C1

Primary Street Suffix Name	Commonly Used Street Suffix or Abbreviation	Postal Service Standard Suffix Abbreviation
ISLAND	IS	IS
	ISLAND	
	ISLND	
ISLANDS	ISLANDS	ISS
	ISLNDS	
	ISS	
ISLE	ISLE	ISLE
	ISLES	
JUNCTION	JCT	JCT
	JCTION	
	JCTN	
	JUNCTION	
	JUNCTN	
	JUNCTON	_
JUNCTIONS	JCTNS	JCTS
	JCTS	=
	JUNCTIONS	
KEY	KEY	KY
	KY	-
KEYS	KEYS	KYS
	KYS	\dashv
KNOLL	KNL	KNL
	KNOL	-
	KNOLL	_
KNOLLS	KNLS	KNLS
TUTOLLO	KNOLLS	
LAKE	LK	LK
	LAKE	 ``
LAKES	LKS	LKS
LAILLO	LAKES	
LAND	LAND	LAND
LANDING	LANDING	LNDG
LANDING	LNDG	LINDG
	LNDNG	_
LANE		1.51
LANE	LANE	LN
LICUT		LCT
LIGHT	LGT	LGT
LIQUEO	LIGHT	LOTO
LIGHTS	LIGHTS	LGTS
LOAF	LF	_ LF
	LOAF	

	Т	T
Primary Street Suffix	Commonly Used Street Suffix or	Postal Service Standard Suffix
Name	Abbreviation	Abbreviation
LOCK	LCK	LCK
	LOCK	
LOCKS	LCKS	LCKS
	LOCKS	
LODGE	LDG	LDG
	LDGE	
	LODG	
	LODGE	
LOOP	LOOP	LOOP
	LOOPS	
MALL	MALL	MALL
MANOR	MNR	MNR
	MANOR	
MANORS	MANORS	MNRS
	MNRS]
MEADOW	MEADOW	MDW
MEADOWS	MDW	MDWS
	MDWS	
	MEADOWS	
	MEDOWS	1
MEWS	MEWS	MEWS
MILL	MILL	ML
MILLS	MILLS	MLS
MISSION	MISSN	MSN
	MSSN	1
MOTORWAY	MOTORWAY	MTWY
MOUNT	MNT	MT
	MT	1
	MOUNT	1
MOUNTAIN	MNTAIN	MTN
	MNTN	1
	MOUNTAIN	1
	MOUNTIN	1
	MTIN	1
	MTN	1
MOUNTAINS	MNTNS	MTNS
	MOUNTAINS	1
NECK	NCK	NCK
	NECK	1
ORCHARD	ORCH	ORCH
	ORCHARD	1
	ORCHRD	1
	<u> </u>	<u>I</u>

Street Abbreviations C1

Primary Street Suffix Name	Commonly Used Street Suffix or Abbreviation	Postal Service Standard Suffix Abbreviation
OVAL	OVAL	OVAL
	OVL	
OVERPASS	OVERPASS	OPAS
PARK	PARK	PARK
	PRK	
PARKS	PARKS	PARK
PARKWAY	PARKWAY	PKWY
	PARKWY	
	PKWAY	
	PKWY	
	PKY	
PARKWAYS	PARKWAYS	PKWY
	PKWYS	
PASS	PASS	PASS
PASSAGE	PASSAGE	PSGE
PATH	PATH	PATH
	PATHS	
PIKE	PIKE	PIKE
	PIKES	
PINE	PINE	PNE
PINES	PINES	PNES
	PNES	
PLACE	PL	PL
PLAIN	PLAIN	PLN
	PLN	
PLAINS	PLAINS	PLNS
	PLNS	
PLAZA	PLAZA	PLZ
	PLZ	
	PLZA	_
POINT	POINT	PT
	PT	\exists
POINTS	POINTS	PTS
	PTS	\exists
PORT	PORT	PRT
1 0111	PRT	⊣ ''''
PORTS	PORTS	PRTS
. 51115	PRTS	⊢ ' '''`
PRAIRIE	PR	PR
i ivalille	PRAIRIE	⊣ '''
		4
	PRR	

	Commonly	Postal Service
Primary	Used Street	Standard
Street Suffix	Suffix or	Suffix
Name	Abbreviation	Abbreviation
RADIAL	RAD	RADL
	RADIAL	
	RADIEL	
	RADL	
RAMP	RAMP	RAMP
RANCH	RANCH	RNCH
	RANCHES	
	RNCH	
	RNCHS	
RAPID	RAPID	RPD
	RPD	
RAPIDS	RAPIDS	RPDS
	RPDS	
REST	REST	RST
	RST	
RIDGE	RDG	RDG
	RDGE	
	RIDGE	
RIDGES	RDGS	RDGS
	RIDGES	
RIVER	RIV	RIV
	RIVER	
	RVR	
	RIVR	
ROAD	RD	RD
	ROAD	
ROADS	ROADS	RDS
	RDS	
ROUTE	ROUTE	RTE
ROW	ROW	ROW
RUE	RUE	RUE
RUN	RUN	RUN
SHOAL	SHL	SHL
	SHOAL	
SHOALS	SHLS	SHLS
	SHOALS	
SHORE	SHOAR	SHR
	SHORE	
	SHR	
SHORES	SHOARS	SHRS
	SHORES	1
	SHRS	1

Street Abbreviations C1

Primary Street Suffix Name	Commonly Used Street Suffix or Abbreviation	Postal Service Standard Suffix Abbreviation
SKYWAY	SKYWAY	SKWY
SPRING	SPG	SPG
	SPNG	
	SPRING	
	SPRNG	
SPRINGS	SPGS	SPGS
	SPNGS	
	SPRINGS	
	SPRNGS	
SPUR	SPUR	SPUR
SPURS	SPURS	SPUR
SQUARE	SQ	SQ
	SQR	
	SQRE	
	SQU	
	SQUARE	
SQUARES	SQRS	SQS
	SQUARES	
STATION	STA	STA
	STATION	
	STATN	
	STN	
STRAVENUE	STRA	STRA
	STRAV	
	STRAVEN	
	STRAVENUE	
	STRAVN	
	STRVN	
	STRVNUE	
STREAM	STREAM	STRM
	STREME	
	STRM	
STREET	STREET	ST
	STRT	
	ST	
	STR	
STREETS	STREETS	STS
SUMMIT	SMT	SMT
	SUMIT	
	SUMITT	
	SUMMIT	

Primary Street Suffix Name	Commonly Used Street Suffix or Abbreviation	Postal Service Standard Suffix Abbreviation
TERRACE	TER	TER
	TERR	
	TERRACE	
THROUGHWAY	THROUGHWAY	TRWY
TRACE	TRACE	TRCE
	TRACES]
	TRCE	
TRACK	TRACK	TRAK
	TRACKS	
	TRAK	
	TRK	
	TRKS	
TRAFFICWAY	TRAFFICWAY	TRFY
TRAIL	TRAIL	TRL
	TRAILS	
	TRL	
	TRLS	
TRAILER	TRAILER	TRLR
	TRLR	
	TRLRS	
TUNNEL	TUNEL	TUNL
	TUNL	
	TUNLS]
	TUNNEL]
	TUNNELS	
	TUNNL	
TURNPIKE	TRNPK	TPKE
	TURNPIKE]
	TURNPK	
UNDERPASS	UNDERPASS	UPAS
UNION	UN	UN
	UNION	
UNIONS	UNIONS	UNS
VALLEY	VALLEY	VLY
	VALLY]
	VLLY]
	VLY	
VALLEYS	VALLEYS	VLYS
	VLYS	

Street Abbreviations C1

Primary Street Suffix Name	Commonly Used Street Suffix or Abbreviation	Postal Service Standard Suffix Abbreviation
VIADUCT	VDCT	VIA
	VIA	
	VIADCT	
	VIADUCT	
VIEW	VIEW	vw
	VW	
VIEWS	VIEWS	vws
	VWS	7
VILLAGE	VILL	VLG
	VILLAG	
	VILLAGE	
	VILLG	
	VILLIAGE	
	VLG	
VILLAGES	VILLAGES	VLGS
	VLGS	7
VILLE	VILLE	VL
	VL	7
VISTA	VIS	VIS
	VIST	
	VISTA	
	VST	
	VSTA	
WALK	WALK	WALK
WALKS	WALKS	WALK
WALL	WALL	WALL
WAY	WY	WAY
	WAY	1
WAYS	WAYS	WAYS
WELL	WELL	WL
WELLS	WELLS	WLS
	WLS	┪

C2 Secondary Unit Designators

Description	Approved Abbreviation
Apartment	APT
Basement	BSMT**
Blank, unable to determine*	
Building	BLDG
Department	DEPT
Floor	FL
Front	FRNT**
Hanger	HNGR
Key	KEY
Lobby	LBBY**
Lot	LOT
Lower	LOWR**
Office	OFC**
Penthouse	PH**
Pier	PIER
Rear	REAR**
Room	RM
Side	SIDE**
Slip	SLIP
Space	SPC
Stop	STOP
Suite	STE
Trailer	TRLR
Unit	UNIT
Upper	UPPR**

^{*} Requires the pound sign (#) to be used on the mailpiece.

^{**} Does not require a Secondary RANGE to follow.

Appendix D

Unusual Addressing Situations

There are a number of addressing situations that can create matching and standardization difficulties. The standards contained in this document do not account for every type of addressing situation that may occur; however, these standards are comprehensive and reflect a majority of address styles.

There are some addressing situations of which a mailer should be aware. These include:

D1 Hyphenated Address Ranges

These are prevalent in New York City (for example, 112-10 BRONX RD), Hawaii, and areas in southern California. The hyphen in the primary range should not be removed if matched to the ZIP+4 file.

D2 Grid Style Addresses

These contain significant punctuation, such as periods (for example, 39.2 RD, 39.4 RD). There are also grid style addresses in Salt Lake City that include double directionals (for example, in 842 E 1700 S: E is a predirectional, S is a postdirectional, and 1700 is located in the primary name field).

D3 Alphanumeric Combinations of Address Ranges

For example, *N6W23001 BLUEMOUND RD*, as found in Wisconsin and Northern Illinois.

D4 Fractional Addresses

These are represented as three or four character positions (for example, 123 1/2 MAIN ST). 123 1/2 takes seven character positions in the range field.

D5 Spanish and Other Foreign Words

These are found in Puerto Rico, for example, and are difficult to match. For the purpose of providing as much assistance as possible to standardize Puerto Rico addresses, a complete description of the file format for matching these addresses begins in part 293. Additional information on Spanish words used in primary street names may be found in Appendix H.

For the other address styles mentioned, mailers should be aware that the ZIP+4 file contains these addressing conventions. In most cases, however, unnecessary punctuation and special characters have been removed and are not recommended on a mailpiece.

Alphanumeric address ranges create a challenge for accurate matching. Appendix $\underline{\mathsf{E}}$ provides guidelines for locating and matching alphanumeric ranges (both primary and secondary).

Appendix E

Address Standardization — Alphanumeric/ Fractional Coding

E1 Format

E11 Determining Address Ranges

Alphanumeric ranges present a challenge to the address matching process, whether it is being done on the MLOCR, by a vendor's software, or manually. The difficulty in alphanumeric matching is in trying to determine what addresses fall in the range. The following coding rules are being provided to eliminate the inconsistency in the way some of our alphanumeric ranges are coded. The rules that follow apply to both the primary and secondary ranges in street records, rural route box numbers, and highway contract box numbers.

These rules have been developed through meetings, both internal and with some of the major address matching software vendors. We can more accurately match alphanumerics against the ZIP+4 file if they are coded consistently with these rules.

E12 Alphanumeric Ranges

E12.1 Format

In whole numeric ranges all single alphanumeric combinations make a match as long as the input record is higher than the numeric low and lower than the numeric high and the ZIP+4 add-on code is the same.

Example:

100-198(e) MAIN ST	12345-1234
98A	invalid (outside of range)
198A	invalid (outside of range)
102B	valid
158A	valid

158AA invalid (multiple alphas must be coded)

If 104A MAIN ST has a separate add-on code, it must be coded and the range 100-198 must be broken (as 100–104 and 106–198).

The low range and the high range must contain the same format of the alphanumeric combination. Numeric numbers do not make a match to alphanumeric ranges.

10A-20A	valid
115C-115F	valid
AB90-AB120	valid
15AB-15AC	valid
12–12	invalid (numerics are not included in alphanumeric ranges)
10-20A	invalid (numeric to alphanumeric)
10A-20	invalid (alphanumeric to numeric)
A-AB	invalid (single to double alpha)

It is acceptable to go from a one-digit numeric to a two-digit numeric (or two-digit numeric to a three-digit numeric, etc.) in a single alphanumeric range record, but it is invalid to go from a single alpha to a double alpha (or double alpha to a triple alpha, etc.).

90A	101A	valid
AB1	AB10	valid
A101	AB101	invalid (single to double alpha)

E12.2 Middle Range

The middle of a range contains all of the logical alphanumeric combinations as determined by the value of the low and high ranges and the odd/even indicator.

2A–10A cannot contain 1A, 4B, or 10B, but does contain 3A, 6A, and 7A. BC15–BF15 cannot contain BA15, BM15, or BC16, but does contain BD15.

Note: A pure numeric range (1–99) contains all possible combinations with a single trailing alpha (e.g., 1A, 3X, 25Z, 43A).

E12.3 Alpha and Numeric Range Format

When rule one is followed, either the numeric value can be ranged or the alpha value can be ranged but not both; **numerics are not included in alphanumeric ranges.**

1A-4A	valid (contains 2A, 3A, but not 2B, 1, 2, 3, or 4)
1A-1F	valid (contains 1B, 1E, but not 1G)
B3-N3	valid (contains D3, L3, but not A3)
C4-C16	valid (contains C5, C10, but not D5, 10, or C17)
1A-4F	invalid (contains both values ranged)

E12.4 Multiple Alphas in a Single Field

In a range with multiple alphas in a single field, only the last position of the alpha is ranged.

10AB-10AD	valid
101AAA-101AAE	valid
BC100-BF100	valid

101AAA-101ABA invalid (middle alpha changed)

AB100–AD199 invalid (complex alpha and numeric ranged)

If a range consists of multiple alphas (with or without numerics), and a position other than the last alpha seems to change (as in the invalid example above), multiple records are coded for that range, as in the following:

A centralized delivery receptacle containing these alphas:

AAA	ABA	ACA	ADA
AAB	ABB	ACB	ADB
AAC	ABC	ACC	ADC
AAD	ABD	ACD	ADD

The ZIP+4 file will be reflected as shown below for a single ZIP+4 add-on code:

AAA	AAD	valid (first record)
ABA	ABD	valid (second record)
ACA	ACD	valid (third record)
ADA	ADD	valid (fourth record)
AAA	ADD	invalid (middle alpha cannot change)

The following example describes a condition that you may encounter. In this apartment complex there are three Arrow locks, one for building A, one for building B, and one for building C.

A1A	A2A	A3A	A1B	A2B	A3B	1st Arrow lock
B1A	B2A	вза	B1B	B2B	B3B	2nd Arrow lock
C1A	C2A	C3A	C1B	C2B	C3B	3rd Arrow lock

Because the last two characters change in each address, apply the preceding rules to range only the last alpha position as shown below. The ZIP+4 file shows multiple records for each building. Each Arrow lock has its own ZIP+4 add-on code.

A1A	A1B	add-on for 1st Arrow lock
A2A	A2B	add-on for 1st Arrow lock
A3A	A3B	add-on for 1st Arrow lock
B1A	B1B	add-on for 2nd Arrow lock
B2A	B2B	add-on for 2nd Arrow lock
ВЗА	B3B	add-on for 2nd Arrow lock
C1A	C1B	add-on for 3rd Arrow lock
C2A	C2B	add-on for 3rd Arrow lock
C3A	C3B	add-on for 3rd Arrow lock

E12.5 **Grid Addresses**

The following describes how to code two styles of grid addresses:

N18W22604 or 6W220

In both of these examples, only the right-most numeric portion should be ranged.

N18W22604 N18W22698 valid 6W220 6W298 valid

N23W2400 N26W2598 invalid (ranging both numerics) 4N3000 7N3098 invalid (ranging both numerics)

E12.6 Odd/Even/Both Indicator

The following describes the way to set the odd/even/both (O/E/B) indicator in alphanumeric ranges. After following the preceding rules, the proper setting of the O/E/B indicator is important. The O/E/B indicator must be set as *BOTH* in every instance where the alpha is the ranged element. Even and odd indicators may be set only if the numeric portion of the alphanumeric range is the single element ranged. Obviously, any range containing both even and odd numeric elements must be coded as *BOTH*.

acceptable (numeric range, BOTH or EVEN)

115C–115F (alpha range, must be BOTH)

AB1–AB10 (numeric range, 1–10, must be BOTH)

AB2–AB10 acceptable (numeric range, BOTH or EVEN)

A1A–A1B (alpha range, must be BOTH)

6W220–6W298 acceptable (numeric range, BOTH or EVEN)

E13 Fractional Addresses

All possible fractions are contained within the limits of numeric ranges. Individual fractional addresses should not be coded unless they fall outside of the numeric range or have a different ZIP+4 Code. If the range is 1–99(O), 13 1/2, 49 1/3, 57 3/4, and 75 1/16 fall within the limits of the range. 99 1/2 does not, nor does 1/2 or any other purely fractional address.

If a fractional address is the beginning or ending number on the blockface, the ZIP+4 file will show a numeric range record and one or more fractional address records that share the same ZIP+4 Code. The address should be ranged to itself (99 1/2–99 1/2 B). If your fractional address needs to carry a different ZIP+4 Code, it must be pulled out of the numeric range as a separate record.

Example:

101–199(O) MAIN ST 1245-1235 101 1/2 valid 199 1/2 invalid (outsid

199 1/2 invalid (outside of range)1/2 Invalid (outside of range)

Appendix F

Address Standardization — County, State, Local Highways

The following are examples of county, state, and local highway primary names and the recommended standardized format. These are not the only possible examples.

•	
Examples in Use	Standard
COUNTY HIGHWAY 140	COUNTY HIGHWAY 140
COUNTY HWY 60E	COUNTY HIGHWAY 60E
CNTY HWY 20	COUNTY HIGHWAY 20
COUNTY RD 441	COUNTY ROAD 441
COUNTY ROAD 110	COUNTY ROAD 110
CR 1185	COUNTY ROAD 1185
CNTY RD 33	COUNTY ROAD 33
CA COUNTY RD 150	CA COUNTY ROAD 150
CALIFORNIA COUNTY ROAD 555 (excessive characters)	CA COUNTY ROAD 555
EXPRESSWAY 55	EXPRESSWAY 55
FARM to MARKET 1200	FM 1200
FM 187	FM 187
HWY FM 1320	FM 1320
HIGHWAY 101	HIGHWAY 101
HIWAY 1080A	HIGHWAY 1080A
HWY 64	HIGHWAY 64
HWY 11 BYPASS	HIGHWAY 11 BYP
HWY 66 FRONTAGE ROAD	HIGHWAY 66 FRONTAGE RD
HIGHWAY 3 BYP ROAD	HIGHWAY 3 BYPASS RD
I10	INTERSTATE 10
INTERSTATE 40	INTERSTATE 40
IH280	INTERSTATE 280
INTERSTATE HWY 680	INTERSTATE 680
I 55 BYPASS	INTERSTATE 55 BYP
I 26 BYP ROAD	INTERSTATE 26 BYPASS RD
I 44 FRONTAGE ROAD	INTERSTATE 44 FRONTAGE RD
LOOP 410	LOOP 410
RD 5A	ROAD 5A
ROAD 22	ROAD 22
RT 88	ROUTE 88

Examples in Use	Standard
RTE 95	ROUTE 95
ROUTE 1150EE	ROUTE 1150EE
RANCH RD 620	RANCH ROAD 620
ST HIGHWAY 303	STATE HIGHWAY 303
STATE HWY 60	STATE HIGHWAY 60
SR 220	STATE ROAD 220
ST RD 86	STATE ROAD 86
STATE ROAD 55	STATE ROAD 55
SR MM	STATE ROUTE MM
ST RT 175	STATE ROUTE 175
STATE RTE 260	STATE ROUTE 260
TOWNSHIP RD 20	TOWNSHIP ROAD 20
TSR 45	TOWNSHIP ROAD 45
US 41 SW	US HIGHWAY 41 SW
US HWY 44	US HIGHWAY 44
US HIGHWAY 70	US HIGHWAY 70
KENTUCKY 440	KY HIGHWAY 440
KENTUCKY HIGHWAY 189	KY HIGHWAY 189
KY 1207	KY HIGHWAY 1207
KY HWY 75	KY HIGHWAY 75
KY ST HWY 1	KY STATE HIGHWAY 1
KY STATE HIGHWAY 24	KY STATE HIGHWAY 24
KENTUCKY STATE HIGHWAY 625 (excessive characters)	KY STATE HIGHWAY 625

Note: When the name of a state is used as a portion of the Primary Street Name, the standard two-letter abbreviation is recommended as depicted in the previous examples. However, when the state name is the complete Primary Street Name, such as OKLAHOMA AVE, then the state name should be spelled out completely.

Appendix G

Business Word Abbreviations

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ANONYMOUS	ANON
ANNYMS	
ANNUAL	ANNL
ANNL	
ANODIZING	ANDZNG
ANDZNG	
ANSWERING	ANSWRNG
ANS	
ANSWRNG	
ANTIQUE	ANTQ
ANTQ	
APARTMENT	APT
APART	
APT	
APOSTOLATE	APSTLT
APSTLT	
APOSTOLIC	APSTLC
APSTLC	
APPARATUS	APPRTS
APPRTS	
APPAREL	APPRL
AP	
APPRL	
APPLE	APPLE
APPLIANCE	APPLNC
APPL	
APPLIANC	
APPLNC	
APPLICATION	APPLCTN
APPLCTN	
APPLICATOR	APPLCTR
APPLCTR	
APPLIED	APPLD
APPLD	
APPLIQUE	APPLQ
APPLQ	
APPOINTED	APPNTD
APPNTD	
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	Postal
Common	Service
Presentation	Standard
APPRAISAL	APPRSL
APPRSL	
APRSL	
APPRAISER	APPRSER
APPRSER	
APPRSR	
APPRAISOR	APPRSOR
APPRSOR	
APPRSR	
APPRENTICE	APPRNTC
APPRNTC	7
APPROACHER	APPRCHR
APPRCHR	AITHOIN
ARABIAN	ARBN
ARBN	ANDIN
	400
ARCADE	ARC
ARC ARCD	
ARCHBISHOP	ABP
AB	
ABP	
ARCHS	
ARCHERY	ARCHRY
ARCHRY	
ARCHITECT	ARCHT
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ARCHTCT	
ARCHITECTURAL	ARCHL
ARCH	
ARCHL	
ARCHITECTURE	ARCH
ARCH	
ARCHIVE	ARCHV
ARCHV	
ARENA	ARN
ARN	
ARISTOCRAT	ARSTCRT
ARISTOCAT	
ARSTCRT	
ARMADILLO	ARMDLL
ARMDLL	
ARMATURE	ARMTR
ARMTR	
ARMED	ARMD
ARMD	, 31 IVID
	APMPD
ARMORED ARMRD	ARMRD
	ADMDV
ARMORY	ARMRY
ARMRY	

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	Postal
Common	Service
Presentation	Standard
ARROW	ARW
ARW	
ARSENAL	ARSNL
ARSNL	
ARTERY	ARTRY
ARTRY	
ARTIFICIAL	ARTFL
ARTFL	
ARTIFCAL	
ARTISAN	ARTSN
ARTSN	
ARTIST	ART
ART	
ARTISTIC	ARTSTC
ARTSTC	
ARTISTRY	ARTSTRY
ARTSTRY	
ASBESTOS	ASB
ASB	
ASPHALT	ASPHLT
ASP	
ASPHLT	
ASSEMBLE	ASSMBL
ASSEMBLER	ASSMBLR
ASSMBLR	
ASSEMBLY	ASMBLY
ASMBLY	1.6
ASSEM	
ASSET	ASST
ASST	7001
ASSIGNEE	ASSGN
ASSIGNEE	AGGGIA
ASSISTANCE	ASSTNCE
ASSTNCE	ASSINGE
ASSISTANT	ASSIST
	A33131
ASSIST	
ASST AST	
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	Postal
Common	Service
Presentation	Standard
ASSOCIATE	ASSOC
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ASS	
ASSC	
ASSCE	
ASSO	
ASSOC	
ASSOCATE	
ASSOCI	
ASSOCIA	
ASSOCIAT	
ASST	
ASSOCIATED	ASSOCD
ASOC	
ASSCD	
ASSOC	
ASSOCATED	
ASSOCD	
ASSOD	
ASSOCIATION	ASSN
ASSCO	
ASSN	
ASSOC	
ASSUMPTION	ASSMPTN
ASSMPTN	7.00
ASSURANCE	ASSURNC
ASRN	Accoming
ASSRNC	
ASSUR	
ASSURNC	
	ACCUD
ASSURE	ASSUR
ASSR	
ASSUR	
ASTRONAUTIC	ASTRNTC
ASTRNTC	
ATHLETIC	ATHL
ATHC	
ATHL	
ATLANTIC	ATL
ATL	
ATLNTC	
ATLAS	ATLS
ATLS	
ATOMIC	ATMC
ATMC	
ATTACHE	ATT
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ATTNIDNT	ATTNDNT
ATTNDNT	

	Postal	
Common	Service	
Presentation	Standard	
ATTENTION	ATTN	
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ATTNTN		
ATTIC	ATTC	
ATTC		
ATTITUDE	ATTTD	
ATTTD		
ATTORNEY	ATTY	
AT		
ATRNY		
ATT		
ATTNY		
ATTY		
ATY		
AUCTION	AUCT	_
AUCT		
AUCTN		
AUCTIONEER	AUCTNR	_
AUCTNR		
AUCTIONEERING	ACTNRG	_
ACTNRG		
AUDIO	AUD	_
AUD	1.02	
AUDIOLOGIST	AUDLGST	
AUD	AGDEGO!	
AUDLGST		
AUDIOLOGY	AUDLGY	
AUD	AGDEGI	
AUDLGY		
AUDIOPROTHEISISTE	AUDIOPR	
AUD	AUDIOFN	
AUDIOPR		
AUDIOPROTH		
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	AUDT	_
AUDIT AUD	AUDT	
AUDT		
	ADTNO	
AUDITING	ADTNG	
ADTNG		
AUDITOR	AUDTR	
ADTR		
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AUDTR		
AUDITORIUM	ADTRM	
ADTRM		

	Postal
Common	Service
Presentation	Standard
AUTHORITY	ATHRTY
ATHRTY	
AUT	
AUTH	
AUTHORI	
AUTHY	
AUTOMATED	AUTOM
AUTOM	
AUTOMATIC	AUTOMTC
AUTMTC	
AUTO	
AUTOMTC	
AUTOMATION	AUTOMTN
ATMTN	
AUTO	
AUTOMTN	
AUTOMOBILE	AUTO
AUTO	AOTO
AUTOMOTIVE	AUTOMTV
AUT	AOTOMIV
AUTO	
AUTOMTV	
	ALIX
AUXILIARY	AUX
AUX	
AUXIL	
AUXILARY AUXILRY	
	AV(B) TV
AVAILABILITY	AVLBLTY
AVLBLTY	
AVENUE	AVE
AV	
AVE	
AVIATION	AVN
AVI	
AVN	
AVIONIC	AVNC
AVNC	
AWARD	AWRD
AWRD	
AWNING	AWN
AWN	
AWNG	
BACHELOR	BCHLR
BCHLR	
BACKHOE	ВСКНОЕ
BCKHOE	DOMINE
	DCTTI
BAGATELLE	BGTTL
BGTTL	
BAILING	BLG
BLG	

	Postal
Common	Service
Presentation	Standard
BAKED	BKD
BKD	
BAKER	BKR
BKR	
BAKERY	BKRY
BKRY	
BKY	
BAKING	BKG
BKG	
BALANCE	BAL
BAL	
BALANCING	BALNCNG
BALNCNG	
BALLER	BLLR
BLLR	
BALLOON	BLN
BLN	
BALLROOM	BLLRM
BLLRM	
BANK	BK
BK	
BANKER	BNKR
BKR	
BNKR	
BANKING	BNKNG
BNKG	
BNKNG	
BAPTIST	BAPT
BAPT	
BARREOUE	DD0
BARBEQUE BARBO	BBQ
BAR B Q BAR BQ	
BARBQUE	
BBQ	
BARBER	BARB
BARB	
BARBR	
BARGAIN	BRGN
BRGN	
BARREL	BRL
BRL	
BARRISTER	BRRSTR
BRRSTR	
BASEBALL	BSBLL
BSBLL	
BASEMENT	BSMNT
BSMNT	
BASIC	BSC
BSC	
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	Postal
Common	Service
Presentation	Standard
BASKET	BSK
BSK	
BASKETBALL	BSKTBLL
BSKTBLL	
BATTERY	BATT
BATT	
BTRY	
BAZAAR	BZR
BZR	
BEACH	ВСН
BCH	
BEARING	BRNG
BRNG	
BEAUTICIAN	BTCN
BTCN	
BEAUTY	BTY
BTY	
BUTY	
BEAVER	BVR
BVR	
BEDDING	BEDG
BEDG	
BEGINNING	BGNG
BGNG	
BEHAVIORAL	BHVRL
BHVRL	
BENEFICE	BNFC
BNFC	
BENEFICIAL	BNFCL
BNFCL	
BENEFIT	BNFT
BNFT	
BENEVOLENT	BNVLNT
BNVLNT	
BERRY	BRY
BRY	
BETTER	BETR
BETR	
BTR	
BEVERAGE	BEV
BEV	
BIBLE	BB
BB	
BICYCLE	BIKE
BIKE	
BIJOU	BIJ
BIJ	
BIJOUTERIE	BIJTR
BIJTR	
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Postal Service Standard Service Standard Service Standard Standard Standard Standard BILLTNG BILLTNG BILLTNG BILLIARD BILLIARD BILLIO BILLING BILLING BILLING BILLING BILLING BINDER BDR B		,
Presentation		
BILLETING BILLIARD BILLING BILLING BILLING BILLING BILLING BILLING BILLING BILLING BILLING BINDER BINDER BINDER BINDER BINDER BINDING BINDING BINGO BING BINGO BIOCHEMISTRY BIOCHEM BIOLOGICAL BIO BIOLOGICAL BIOLOGIST BIOL BIOLOGY BIOL BIOLOGY BIOL BIOL BIOL BIOLOGY BIOL BIOL BIOL BIOL BIONMIC BIONMIC BIONMIC BIONMIC BIOTECH BIOTECH BISCUIT BSCT BSCT BISTRO BSTR BLACK BLCK BLCK BLCK BLCK BLCK BLCK BLCK BL		
BILLIARD BILLIARD BILLING BILLING BILLING BILLING BILLING BILLING BILLING BILLING BINDER BDR BINDER BDR BINDERY BDRY BINDING BDNG BINGO BINGO BINGO BIOCHEMISTRY BIOCHEM BIOLOGICAL BIO BIOLOGICAL BIOLOGIST BIOL BIOLOGIST BIOL BIOLOGY BIOL BIOL BIOLOGY BIOL BIONOMIC BIONOMIC BIONOMIC BIONOMIC BIOTECH BISCUIT BSCT BSCT BSCT BSCT BSSTR BLACK BLK BLACK BLK BLACK BLK BLACKSMITH BSMITH BLAZON BLEND BLEND BLEND BLEND BLEND BLESSED BLSSD		
BILLIARD BILLING BINDER BDR BINDER BDR BINDERY BDRY BINDING BINGO BNG BINGO BNG BIOCHEMISTRY BIOCHEM BIOLOGICAL BIOL BIOL BIOL BIOLOGIST BIOL BIOLOGY BIOL BIOL BIOLOGY BIOL BIOL BIOLOGY BIOL BIONMIC BIONMIC BIONMIC BIONMIC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BSCT BSCT BSTR BSTR BSTR BSTR BSTR BLACK BLCK BLCK BLCK BLCK BLCK BLCK BLCK BL		BLLTNG
BILLING BILLING BILLING BILLING BINDER BDR BINDERY BDR BINDERY BDRY BINDING BING BINGO BNG BINGO BNG BIOCHEMISTRY BIOCHEM BIOLOGICAL BIO BIOL BIOLOGIST BIOL BIOLOGIST BIOL BIOLOGY BIOL BIOL BIOL BIOL BIOL BIOL BIOL BIOL		DU 1 D
BILLING BLLNG BINDER BDR BINDERY BDRY BINDING BINDING BINGO BNG BIOCHEMISTRY BIOCHEM BIOLOGICAL BIONOMIC BIONEDICAL BIONMC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISTRO BSTR BLACK BLCK BLCK BLCK BLCK BLCK BLACK BLCK BLACK BLCK BLAZON BLZN BLEND BLEND BLEND BLEND BLEND BLESSED BLSSD		BILLD
BILING BINDER BDR BINDERY BDRY BINDING BINDING BINGO BING BIOCHEMISTRY BIOCHEM BIOLOGICAL BIOLOGICAL BIOLOGIST BIOL BIOLOGY BIOL BIOLOGY BIOL BIONMC BIONMC BIONMC BIONMC BIONMC BIOTECHNOLOGY BISSCUIT BSCT BSTR BSTR BLACK BLCK BLCK BLCK BLCK BLCK BLCK BLACK BLCK BLCK BLACK BLCK BLACN BLEND BLEND BLEND BLEND BLESSED BLSSD		DI I NO
BINDER BDR BINDERY BDRY BINDING BDNG BINGO BNG BIOCHEMISTRY BIOCHEM BIOLOGICAL BIO BIOLOGICAL BIOLOGICT BIOLOGICT BIOLOGICT BIOLOGICT BIOLOGICT BIOLOGICT BIOLOGICT BIOLOGICT BIOLOGICT BIOLOGY BIOL BIOLOGY BIOL BIOLOGY BIOL BIONMIC BIONOMIC BIONOMIC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BSCT BISHOP BP BP BISTR BLACK BLK BLACK BLCK BLCK BLCK BLACK BLAC		BLLNG
BDR BINDERY BDRY BINDING BINGO BINGO BNG BIOCHEMISTRY BIOCHEM BIOLOGICAL BIOL BIOLOGICAL BIOL BIOLOGICAL BIOL BIOLOGICAL BIOL BIOLOGY BIOL BIOLOGY BIOL BIONMC BIONMC BIOTECHNOLOGY BIOTECH BISTRO BSTR BLACK BLACK BLACK BLACK BLACK BLACK BLAZON BLEND BLEND BLEND BLEND BLEND BLESSED BNG		DDD
BINDERY BDRY BINDING BINGO BNG BINGO BNG BIOCHEMISTRY BIOCHEM BIOLOGICAL BIO BIOL BIOLOGICAL BIOL BIOLOGIST BIOL BIOLOGY BIOL BIOLOGY BIOL BIONMC BIONMC BIONMC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISTRO BSTR BLACK BLACK BLACK BLACK BLACK BLACK BLACK BLACK BLACK BLACN BLEND BLEND BLESSED BLSSD		BUK
BINDING BINGO BINGO BINGO BINGO BIOCHEMISTRY BIOCHEM BIOLOGICAL BIO BIOLOGICAL BIOLOGICST BIOLOGICAL BIOLOGICAL BIOLOGICAL BIOLOGICAL BIOLOGICAL BIOLOGICAL BIOLOGICAL BIOLOGICAL BIOLOGY BIOLOGY BIOLOGY BIOLOGY BIOLOGY BIOLOGY BIONMC BIONMC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BP BISTRO BSTR BLACK BLCK BLCK BLCK BLCK BLCK BLCK BLACKSMITH BSMITH BSMITH BLAZON BLZN BLEND BLEND BLEND BLESSED BLSSD		PDDV
BINDING BDNG BINGO BINGO BNG BIOCHEMISTRY BIOCHEM BIOLOGICAL BIO BIOL BIOLOGICST BIOL BIOLOGY BIOL BIOLOGY BIOL BIONOMIC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BP BISTRO BSTR BLACK BLAC		אטמו
BDNG BINGO BNG BINGO BNG BIOCHEMISTRY BIOCHEM BIOLOGICAL BIO BIOL BIOL BIOLOGIST BIOL BIOLOGIST BIOL BIOLOGY BIOL BIOLOGY BIOL BIOMDCL BIOMDCL BIONMC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BP BISTRO BSTR BLACK BLCK BLCK BLK BLACKSMITH BSMITH BLAZON BLEND BLEND BLEND BLEND BLEND BLEND BLEND BLESSED BIOCHEM BIOCHE		BDNC
BINGO BNG BIOCHEMISTRY BIOCHEM BIOCHEM BIOLOGICAL BIO BIOL BIOL BIOLOGIST BIO BIOLOGY BIOL BIOLOGY BIOL BIOMEDICAL BIONOMIC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BP BISTRO BSTR BLACK BLK BLACK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEND BLEND BLEND BLEND BLEND BLESSED BIOCH BIOCHEM BIO		BDNG
BNG BIOCHEMISTRY BIOCHEM BIOLOGICAL BIO BIOL BIOL BIOL BIOLOGIST BIO BIOLOGST BIOL BIOLOGY BIOL BIONOMIC BIONOMIC BIONOMIC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BP BISTRO BSTR BLACK BLCK BLCK BLCK BLK BLACK BLCK BLCK BLCK BLACK		BNC
BIOCHEMISTRY BIOCHEM BIOLOGICAL BIO BIOL BIOL BIOL BIOLOGIST BIO BIOLOGY BIOL BIOLOGY BIOL BIOMEDICAL BIONMC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BISTRO BSTR BLACK BLCK BLCK BLCK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEND BLEND BLEND BLESSED BIOL BIOL BIOCH		DING
BIOCHEM BIOLOGICAL BIO BIOL BIOL BIOL BIOLOGIST BIO BIOGST BIOL BIOLOGY BIOL BIOL BIONOMIC BIONOMIC BIONOMIC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BISTRO BSTR BLACK BLCK BLCK BLCK BLK BLACKSMITH BSMITH BSMITH BLAZON BLZN BLEND BLEND BLEND BLESSED BIOL BIOL BIOL BIOGST BIOGST BIOGST BIOMOCL BIOM		BIOCHEM
BIOLOGICAL BIO BIOL BIOL BIOL BIOLOGIST BIO BIOGST BIOL BIOLOGY BIOL BIOL BIOL BIOMEDICAL BIOMDCL BIONOMIC BIONOMIC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BISTRO BSTR BLACK BLCK BLCK BLCK BLCK BLCK BLCK BLCK BL		DIOONEIN
BIO BIOL BIOL BIOLOGIST BIO BIOGST BIOL BIOLOGY BIOL BIOL BIOL BIOMEDICAL BIOMDCL BIONMC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BISTRO BISTRO BSTR BLACK BLCK BLCK BLCK BLCK BLCK BLCK BLCK BL		BIOI
BIOL BIOLGCL BIOLOGIST BIO BIOGST BIOL BIOLOGY BIOL BIOL BIOMEDICAL BIOMDCL BIONOMIC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BISTRO BSTR BLACK BLCK BLCK BLCK BLK BLACKSMITH BSMITH BSMITH BSMITH BSAZON BLZN BLEND BLEND BLEND BLESSED BIOMST BIOGEST BIOMDCL BIOMDCL BIOMDCL BIOMDCL BIOMMC BIOMMC BIOMECH B		J. J.
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BIO BIOGST BIOL BIOLOGY BIOL BIO BIO BIOMEDICAL BIOMDCL BIONOMIC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BISTRO BISTRO BSTR BLACK BLCK BLCK BLCK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEN BLESSED BIOMDCL BIOMDCL BIOMDCL BIOMDCL BIOMMC BIOMEC BIOMMC BIOMEC BIOMMC BIOMEC BIOMMC BIOMEC BIOMMC BIOMEC BIOMMC BIOMEC BIOME	BIOLOGIST	BIOGST
BIOL BIOLOGY BIOL BIO BIOMEDICAL BIOMDCL BIONOMIC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BP BISTRO BSTR BLACK BLCK BLCK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEND BLEND BLEND BLESSED BIOMDCL		
BIOLOGY BIOL BIO BIOMEDICAL BIOMDCL BIONOMIC BIONOMIC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BP BISTRO BSTR BLACK BLACK BLCK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEND BLEND BLESSED BIOMDCL BIOMDC	BIOGST	
BIOL BIO BIOMEDICAL BIOMDCL BIONOMIC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BP BISTRO BSTR BLACK BLACK BLCK BLCK BLCK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEND BLEND BLESSED BIOMDCL BIOMDCL BIOMDCL BIOMDCL BIOMDCL BIOMDCL BIONMC BIOTECH BESCT BESC BE	BIOL	
BIO BIOMEDICAL BIOMDCL BIONOMIC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BP BISTRO BSTR BLACK BLACK BLCK BLCK BLK BLACKSMITH BSMITH BSMITH BLAZON BLZN BLEND BLEND BLEND BLESSED BIOMMC BIONMC BIONMC BIONMC BIONMC BIOTECH	BIOLOGY	BIO
BIOMEDICAL BIOMDCL BIONOMIC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BISCUIT BISCUIT BISCHOP BP BISTRO BISTRO BSTR BLACK BLACK BLCK BLCK BLCK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEN BLESSED BIOMDCL BIOMDCL BIOMDCL BIOMDCL BIOMDCL BIOMDCL BIOMDC BIOTECH BIOTECH BIOTECH BSCT BSCT BSTR BP BP BP BP BP BP BP BP BP B	BIOL	
BIOMDCL BIONOMIC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BISCUIT BISCT BISHOP BP BISTRO BSTR BLACK BLCK BLCK BLCK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEND BLEND BLESSED BIONMC BIOTECH BIOT	BIO	
BIONOMIC BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BISCUIT BISCT BISHOP BP BISTRO BSTR BLACK BLACK BLCK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEND BLEND BLESSED BIOTECH BICK BLCT BSCT BSTR BP BP BP BP BP BSTR BLCK BLEN BLEN BLEN BLEN BLESSED	BIOMEDICAL	BIOMDCL
BIONMC BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BP BISTRO BSTR BLACK BLACK BLCK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEND BLEND BLESSED BIOTECH BIOTECH BIOTECH BIOTECH BIOTECH BIOTECH BIOTECH BIOTECH BIOTECH BLOTECH BLOTECH BLOT BLEN BLOT BLEN BLEN BLEN BLEN BLEN BLESSED BLOT BLEN BLEN BLEN BLEN BLESSED	BIOMDCL	
BIOTECHNOLOGY BIOTECH BISCUIT BSCT BISHOP BP BISTRO BSTR BLACK BLACK BLCK BLCK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEN BLESSED BIOTECH BIOTECH BIOTECH BIOTECH BIOTECH BIOTECH BIOTECH BIOTECH BLOCK BLCT BP BP BP BP BP BP BP BP BP B	BIONOMIC	BIONMC
BIOTECH BISCUIT BSCT BISHOP BP BP BISTRO BSTR BLACK BLACK BLCK BLCK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEND BLEN BLESSED BSCT BSCT BSCT BP BSTR BSTR BSTR BSTR BLEN BLEN BLEN BLEN BLEN BLESSED BLSSD	BIONMC	
BISCUIT BSCT BISHOP BP BISTRO BSTR BLACK BLACK BLCK BLCK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEND BLEN BLESSED BSTR BSTR BSTR BSTR BSTR BSTR BSTR BSTR BLCK BLEN BLEN BLEN BLEN BLESSED	BIOTECHNOLOGY	BIOTECH
BISHOP BP BISTRO BISTRO BSTR BLACK BLACK BLCK BLK BLACKSMITH BSMITH BSMITH BLAZON BLZN BLEND BLEND BLEN BLESSED BRACK BP BSTR BSTR BSTR BSTR BSTR BSTR BSTR BSTR	BIOTECH	
BISHOP BP BISTRO BSTR BLACK BLACK BLCK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEND BLEN BLESSED BP BBSTR BSTR BSTR BSTR BSTR BSTR BSTR BLCK BLEN BLEN BLEN BLESSED	BISCUIT	BSCT
BP BISTRO BSTR BLACK BLACK BLCK BLK BLACKSMITH BSMITH BSMITH BLAZON BLZN BLEND BLEND BLEN BLESSED BLSSD	BSCT	
BISTRO BSTR BLACK BLCK BLCK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEND BLEN BLESSED BLSSD		ВР
BSTR BLACK BLCK BLCK BLK BLACKSMITH BSMITH BSMITH BLAZON BLZN BLEND BLEND BLEN BLEND BLEN BLESSED BLSSD	BP	
BLACK BLCK BLK BLACKSMITH BLACKSMITH BSMITH BLAZON BLZN BLEND BLEND BLEN BLEND BLEN BLESSED BLSSD		BSTR
BLCK BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEND BLEN BLESSED BLSSD		
BLK BLACKSMITH BSMITH BLAZON BLZN BLEND BLEND BLEN BLESSED BLSSD	-	BLCK
BLACKSMITH BSMITH BLAZON BLZN BLZN BLEND BLEND BLEN BLESSED BLSSD		
BSMITH BLAZON BLZN BLEND BLEND BLEN BLESSED BLSSD		
BLAZON BLZN BLEND BLEN BLESSED BLSSD		BSMITH
BLZN BLEND BLEN BLESSED BLSSD		
BLEND BLEN BLESSED BLSSD		BLZN
BLESSED BLSSD		
BLESSED BLSSD		BLEN
BLSSD		BLSSD
	BLSSD	

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	Postal
Common	Service
Presentation	Standard
BLIND	BLND
BLND	
BLOCK	BLK
BLK	
BLUEPRINT	BLPRNT
BLPRNT	
BOARD	BD
BD	
BRD	
BOARDING	BRDNG
BRDNG	
BOMBER	BMBR
BMBR	
BOOKBINDER	BKBNDR
BKBNDR	
BOOKBINDING	BKBNDNG
BKBNDNG	
BOOKKEEPER	BKPR
BKKP	
BKKPR	
BKPR	
BOOKKEEPING	BKPG
BKKP	
BKKPG	
BKKPNG	
BKPG	
BOOKKPING	
BOOKSELLER	BKSLLR
BKSLLR	
BOOKSHELF	BKSHLF
BKSHLF	
BOOKSTORE	BKSTR
BKSTR	
BOOKSTOR	
BOROUGH	BORO
BORO	
BOTTLED	BOTLD
BOTLD	
BOTTLER	BTTLR
BTLR	
BTTLR	
BOTTLING	BTLG
BOTLNG	
BTG	
BTLG	
BTLNG	
воттом	ВТМ
BOT	
ВТМ	

	Postal
Common	Service
Presentation	Standard
BOULEVARD	BLVD
BLVD	
BOUTIQUE	BTQ
BTQ	
BTQUE	
BOWLING	BOWL
BOWL	
BRAIN	BRN
BRN	
BRAKE	BRK
BRK	J
BRANCH	BR
BR	Dit
BRCH	
BRNCH	
BRASSERIE	BRSSR
BRSSR	DNOON
	DDDD
BREEDER	BRDR
BRDR	
BREWERY	BRWRY
BRWRY	
BREWING	BRWNG
BRWNG	
BRICK	BRCK
BRCK	
BRK	
BRIDAL	BRDL
BRDL	
BRIDGE	BRG
BDG	
BR	
BRDGE	
BRIEF	BRF
BRF	
BRIGADIER	BRIG
BRIG	
BRIQUETTE	BRQTT
BRQTT	
BRITISH	BRTSH
BRTSH	_
BROADCAST	BRDCST
BRDCST	
BROADCASTER	BRDCSTR
BRDCST	אופטעום
BRDCSTR	
	PPPOCTO
BROADCASTING	BRDCSTG
BROCSTG	
BROADWAY	BRDWY
BRDWY	

	Postal
Common	Service
Presentation	Standard
BROKER	BRKR
BRK	
BRKR	
BROKERAGE	BRKRGE
BRKG	
BRKRGE	
BROTHER	BRO
BRO	
BROTHERHOOD	BRTHD
BRTHD	
BROWN	BRWN
BRN	DOWN
BRWN	
	DOONE
BUCCANEER	BCCNR
BCCNR	
BUCKET	BCKT
BCKT	
BUCKEYE	BCKEYE
BCKEYE	
BUDDY	BDDY
BDDY	
BUDGET	BGT
BDGT	
BGT	
BUDG	
BUG	
BUGT	
BUFFALO	BUFF
BUILDER	BLDR
BLDR	
BUILDING	BLDG
BLD	5250
BLDG	
BUILT	BLT
BLT	DET
BULLDOZING	BLLDZG
BLLDZG	BLLDZG
	D
BULLET	BLLT
BLLT	
BULLETIN	BLLTN
BLLTN	
BUREAU	BUR
BUR	
BURGER	BGR
BGR	
BURNING	BRNNG
BRNNG	
BURSAR	BRSR
BRSR	

	Postal
Common	Service
Presentation	Standard
BUSINESS	BUS
BSNS	
BUS	
BUSINES	
BUSN	
BUTCHER	BTCHR
BUTLER	BTLR
BTLR	
BUTLR	
BUTTER	BUTR
BTR	
BUTR	
BUTTON	BUTN
BUTN	
BUYER	BUYR
BYR	
BYPASS	ВҮР
BYP	
CABARET	CBRT
CBRT	
CABIN	CBN
CBN	
CABINET	CBNT
CAB	
CBNT	
CABINETMAKER	CABMKR
CABMKR	
CABLE	CABL
CABL	
CBL	
CADET	CDT
CDT	
CADRE	CDR
CDR	
CAFETERIA	CAFTRA
CFTR	
CAFTRA	
CALIPER	CLPR
CLPR	
CALLIGRAPHER	CLLGRPHR
CLLGRPHR	
CALVARY	CLVRY
CALV	
CLVRY	
CAMERA	CAM
CAM	
CAMPAIGN	CMPGN
CMPGN	
CAMPER	CMPR
CMPR	
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	Postal
Common	Service
Presentation	Standard
CAMPGROUND	CMPGRND
CMPGRND	
CAMPING	CMPNG
CMPNG	
CAMPSITE	CMPST
CMPST	
CAMPUS	CMPS
CMPS	
CMPUS	
CANADIAN	CNDN
CNDN	
CANAL	CNL
CNL	
CANDLELIGHT	CNDLLGHT
CNDLLGHT	OND EEG. 11
CANDY	CNDY
CNDY	CND
CANNERY	CAN
CAN	CAN
	- ANNING
CANNING	CNNNG
CNNNG	
CANTONMENT	CNTNMNT
CNTNMNT	
CANTOR	CANTR
CANTR	
CNTR	
CANVAS	CANV
CANV	
CANYON	CYN
CYN	
CAPITAL	CPTAL
CPTAL	
CPTL	
CAPITOL	CPTOL
CPTL	
CPTOL	
CAPTAIN	CAPT
CAPT	
CPT	
CARBONATED	CARB
CARB	
CARBURETOR	CARBTR
CARBTR	
CARDIAC	CRDC
CRDC	
CARDINAL	CARD
CARD	
CARDIOGRAPHIC	CRDGRPHC
CRDGRPHC	

	Postal
Common	Service
Presentation	Standard
CARDIOLOGY	CRDLGY
CRDLGY	
CARDIOVASCULAR	CRDVSCLR
CRDVSCLR	
CAREER	CAR
CAR	
CARGO	CRG
CRG	
CARIBBEAN	CRBBN
CRBBN	
CARLOADING	CRLDNG
CRLDNG	
CARPENTER	CARPTR
CARPTR	
CPTR	
CARPENTRY	CRPNTRY
CRPNTRY	
CARPET	CPT
CPT	
CRPT	
CARRIAGE	CARR
CARR	
CGE	
CASCADE	CASC
CASC	
CASHIER	CAS
CAS	
CASH	
CASKET	CSKT
CSKT	
CASSETTE	CASSTT
CASSTT	
CASTING	CAST
CAST	
CASTLE	CASTL
CSTL	
CASUAL	CSL
CSL	
CASUALTY	CSLTY
CAS	
CSLTY	
CATALOG	CATLG
CATLG	
CTLG	
CATALOGUE	CTLG
CTLG	
CATERER	CATR
CATE	

	Postal
Common	Service
Presentation	Standard
CATERING	CTRG
CATRG	
CTRG	
CATFISH	CTFSH
CTFSH	
CATHEDRAL	CATHDRL
CATH	
CATHDRL	
CATHOLIC	CATH
CATH	
CTHLC	
CATTLE	CTTL
CTTL	
CAUSEWAY	CSWY
CSWY	
CEDAR	CEDR
CDR	OLDIN
CEDR	
CELEBRITY	CLBRTY
CLBRTY	OLDINII
CELLULAR	CELL
CELL	CELL
	OFM
CEMENT CEM	CEM
	OLITEN/
CEMETERY	CMTRY
CENTENNIAL	CENT
CENT	
CENTENNAL	
CNTNNL	
CENTER	CTR
CEN	
CENT	
CENTR	
CNTR CTR	
	0701
CENTRAL	CTRL
CENTL	
CENTR	
CNTL CNTRL	
CTRL	
	CTD
CENTRE	CTR
CTR	OFN
CENTURY	CEN
CEN	
CERAMIC	CRMC
CRMC	
CRMIC	
CEREMONY	CRMNY
CRMNY]

	Postal
Common	Service
Presentation	Standard
CERTIFICATION	CTRFCTN
CTRFCTN	
CERTIFIED	CERT
CERTD	
CERTIF	
CERTIFIE	
CHAIN	CHN
CH	
CHN	
CHAIR	CHR
CHR	
CHAIRED	CHRD
CHRD	
CHAIRMAN	CHRMN
CH	
CHAIR	
CHARMN	
CHM	
CHMN CHRM	
CHRMN	
	OUDDDON
CHAIRPERSON CHRPRSN	CHRPRSN
CHAIRWOMAN	CHRWMN
CHRWMN	CHAWIVIN
CHAMBER	CHMBR
CHAMB	CHIVIDA
CHMBR	
CHAMPION	CHAMP
CHAMP	OTIANII
CHANCELLOR	CHANCLLR
CH	OHANGLEN
CHAN	
CHANCLLR	
CHANCELOR	CHANCLR
CH	
CHAN	
CHANCLR	
CHANDLER	CHANL
CHANL	
CHANGE	CHNG
CHNG	
CHANNEL	CHNNL
CHNNL	
CHAPEL	CPL
CPL	
CHAPLAIN	CHAP
CHAP	
CHAPTER	CHPTR
CHPTR	····
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	Postal
Common	Service
Presentation	Standard
CHARACTER	CHAR
CHAR	
CHARCOAL	CHRCL
CHRCL	
CHARGE	CHRG
CHARITABLE	CHRTBL
CHRTBL	
CHARTER	CHRTR
CHAR	
CHRTR	
CHARTERED	CHRTRD
CHRTRD	
CHAUFFEUR	CHFFR
CHFFR	
CHAUSSURE	CHSSR
CHSSR	
CHECK	СНК
CHK	
CHEESE	CHES
CHES	
CHS	OUEN
CHEMICAL CHEM	CHEML
CHEML	
CHEMIST	CHEM
CHEM	CHEW
CHMST	
CHERRY	CHRY
CHRY	0
CHESS	CHSS
CHSS	
CHESTNUT	CHSTNT
CHSTNT	
CHEVROLET	CHEVY
CHEVY	
CHICKEN	CHICK
CHC	
CHCKN	
CHICK	
CHKN	
CHIEF	CHF
CHF	
CHILDREN	CHLD
CHLDRN	
CHLD	
CHILDRENS	CHLDS
CHILD	
CHIMNEY	CHMNY
CHIM	
CHMNY	

	Postal
Common	Service
Presentation	Standard
CHINESE	CHIN
CHIN	
CHIROPRACTIC	CHIROPRCTC
CHIRO	
CHIROPRAC	
CHIROPRCTC	
CHIROPRACTOR	CHIRO
CHIRO	
CHOCOLATE	СНОС
CHOC	
CHOICE	CHCE
CHCE	
CHOSE	CHS
CHS	
CHRIST	CHRST
CHR	
CHRST	
CHRISTIAN	CHRSTN
CHR	
CHRIST	
CHRISTN CHRSTN	
CHRONICLE	CHRNCL
CHRNCL	CHRINGE
CHRYSLER	CHRYSLR
CHRY	Official
CHRYSLR	
CHURCH	CHURCH
CHR	CHOHOH
CHUR	
CHURC	
CIGAR	CG
CG	
CIGARETTE	CIG
CIG	
CINEMA	CINE
CINE	
CIRCLE	CIR
CIR	
CRCL	
CIRCUIT	CRCT
CRCT	
CIRCULAR	CRCLR
CRCLR	
CIRCUS	CRCS
CRCS	
CIRQUE	CRQ
CRQ	
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	Postal
Common	Service
Presentation	Standard
CITIZEN	CITZN
CITZN	
CTZN	
CITRUS	CTRS
CTRS	
CIVIC	CVC
CVC	
CIVIL	CVL
CVL	
CLAIM	CLM
CLM	
CLASS	CLAS
CLAS	0210
CLASSIC	CLSC
CLSC	0200
CLASSIFICATION	CLASS
CLASSIFICATION	CLASS
CLSFCTN	
CLEAN	CLN
CLN	CLN
	OL NID
CLEANER	CLNR
CLNR	
CLR	
CLEANING	CLNG
CLEANG	
CLG	
CLNG	
CLEANSER	CLNSR
CLNSR	
CLEARING	CLRNG
CLRNG	
CLERGY	CLER
CL	
CLER	
CLERK	CLRK
CK	
CL	
CLK	
CLRK	
CLIFF	CLFS
CLF	
CLIMATE	CLIMAT
CLIMAT	<u> </u>
CLINIC	CLNC
CL	
CLIN	
CLINI	
CLNC	

	Postal
Common	Service
Presentation	Standard
CLINICAL	CLINIC
CLINIC	
CLINICA	
CLIPPER	CLPPR
CLPPR	
CLOCK	CLCK
CLCK	
CLK	0.00
CLOSET	CLOS
CLOS	01700
CLOTHES	CLTHS
CLOS CLTHS	
	CLTHR
CLOTHIER CLTHR	CLIHK
	OI TUNIO
CLOTHING CL	CLTHNG
CLTHNG	
CLUBHOUSE	CLBHS
CLBHS	CLBRS
CLUTCH	CLTCH
CLTCH	CLICH
COACH	CH
CCH	ОП
COAST	CST
CST	CSI
COASTAL	CSTL
CSTL	CSTE
COATED	CTD
CTD	015
COATING	CTNG
CTNG	Onto
COCKPIT	ССКРТ
CCKPT	John 1
COCOA	cco
CCO	
COFFEE	COF
COF	
COIFFEUR	CFFR
CFFR	1
COIFFEUSE	CFFS
CFFS	
COIFFURE	COIFF
COIFF	""
COLLABORATIVE	CLLBRTV
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COLLATERAL	CLLTRL
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Common Postal Service Standard COLLECTABLE CLLCTABL CLLCTABL CLLCTABL CLLCTBL CLLCTD CCLECTN COLLECT COLLECTN COLLECT COLLECTN COLLECTOR COLL COLL COLL COLL COLL COLL COLL CO		Τ
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COLLECTIBLE CLLCTBL CLLCTBL CLLCTIBL COLLECTION COLLECT COLLECT COLLECTIVE CLLCTV COLLECTOR COLLECTOR COLLECTOR COLLECTOR COLLECTOR COLLEGE CLG CLG CLG COL COLL COLLEGE COLL COLLEGIATE COLL COLLEGIATE COLLSION CLLSN COLONEL COL COL COL COL COL COL COL COL COL CO		
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COLLECTION CLCTN COLLECT COLLECT COLLECTIVE CLLCTV COLLECTOR COLL COLL COLLEGE CLG CLG CLGE COLG COLL COLLEGIATE COLLISION CLLSN CLLSN COLONIAL COL COL COLONIAL CLNL COL COL COL COL COL COL COL COL COL CO		
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COLLECTIVE COLLECTIVE CLLCTV COLLECTOR COLL COLLEGE COLG CLG CLG COLG COLL COLLEGE COLL COLLEGIATE COLLISION CLLSN COLONEL COL COL COL COL COLONIAL CLNL COL COL COL COLONY CLNY CLNY CLNY COLOR CLR COL COLOR COLOR COL COLONY CLNY COLOR COLONY CLNY COLOR COLONY CLNY COLOR COLOR COLOR COLOR COLOR COLOR COLOR COLOR COLOR COMB COMB COMB COMB COMB COMB COMB COMB	COLLECTION	COLLECT
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CLLCTV COLLECTOR COLL COLLEGE CLG CLGE COLG COL COLL COLLEG COLL COLLEGIATE COLLISION CLLSN COLONEL COL COL COL COL COL COL COLONIAL CLNL COL COL COL COLONY CLNY CLNY CLNY COLOR CLR COLOR CLR COLOR COLON COMB COMB COMB COMB COMBUSTION COMBSTN COMBSTN COMFORT CMFRT CMFT COMMAND CMND CMND CMND COMB COMB COMD COMD COMD COMD COMD COMD COMD COMD	COLLECTN	
COLLECTOR COLL COLLEGE COLG CLGE COLG COLC COLL COLLEGIATE COLGT COLLISION CLLSN COLONNEL COL COL COL COLONIAL CLNL COL COL COLONY CLNY CLNY CLNY COLOR CLR COLOSSAL CLSSL COMBINED COMB COMB COMB COMBSTN COMBSTN COMBSTN COMBSTN COMFORT CMFT CMFT COMMAND CMND COLG COLOND COLND COLOND COMB COMB COMB COMB COMB COMB COMBOT CMFRT CMFT COMMAND CMND COLG COLG COLC COLC COLOSSAL CLSSL COMBOT COMBSTN COMBSTN COMBSTN COMBSTN COMBOT CMND CMND CMND CMND CMND CMND CMND CMND	COLLECTIVE	CLLCTV
COLLEGE CLG CLGE COLG COLG COLL COLLEGIATE COLLEGIATE COLLISION CLLSN COLONEL COL COL COL COL COL COL COL COL COL CO	CLLCTV	
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CLG CLGE COLG COLL COLL COLLEG COLLEGIATE COLGT COLLISION CLLSN COLONEL COL COL COL COLONIAL CLNL COL COLONY CLNY COLOR CLR COLOR COLOR COLONY CLNY COLOR COMB COMB COMBINED COMB COMB COMB COMB COMB COMBUSTION COMBSTN COMBSTN COMBSTN COMFRT CMFRT CMFRT CMFRT CMFT COMMAND CMND	COLL	
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COLG COLL COLLEG COLLEGIATE COLGT COLLISION CLLSN COLONEL COL COL COLONIAL CLNL COL COLONY CLNY CLNY COLOR CLR COLOSSAL CLSSL COMBINED COMB COMB COMBSTN COMBSTN COMFORT CMFRT CMFT COMNAND CMND COLLEGIATE COLGST COLGST COLCON COLGST COLCON COLGST COLGST COLGST COMBST COMBST COMBST COMBCT COMBCT COMBCT COMBCT COMBCT COMMAND CMND COMBCT COMMAND CMND COMMAND CMND COMMAND CMND COMBCT COMMAND CMND CMND COMMAND CMND CMND CMND CMND CMCLSN COLLSN COLLSN COLLSN CLLSN CLLSN CLLSN CLNL CLNL CLNL CL	CLG	
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COLLISION CLLSN COLONEL COL COL COL COLONIAL CLNL COL COLONY CLNY CLNY COLOR CLR COLOSSAL CLSSL COMBINED COM COMB COMB COMB COMBUSTION CMBSTN COMFORT CMFRT CMFT COMMAND CMND COLLSN CLLSN CLLSN CLSSL CMN COMB COMB COMB COMB COMB COMB COMB COMB	COLLEG	
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CLLSN COLONEL COL COLONIAL CLNL CLNL COL COLONY CLNY CLNY COLOR CLR COLOSSAL CLSSL COMBINED COM COMB COMB COMBUSTION CMBSTN COMFORT CMFRT CMFT COMMAND CMND CONL COLOR CLR CLR CLR CLR CLR CLR CL	COLGT	
COLONEL COL COLONIAL CLNL CUNL COL COLONY CLNY CLNY COLOR CLR COLOSSAL CLSSL COMBINED COM COMB COMB COMB COMB COMBSTN COMBSTN COMFORT CMFRT CMFT COMMAND CMND COMD COMD COMD COMD COMD COMD COMMAND CMND CMND COMD COMD COMD COMD COMD COMD COMD COM	COLLISION	CLLSN
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COLONY CLNY COLOR CLR COLOSSAL CLSSL COMBINED COM COMB COMB COMBUSTION CMBSTN COMBSTN COMFORT CMFRT CMFT CMFT COMMAND CMND CMNY COMD COMD COMD COMD COMD COMD COMB COMB COMBSTN COMBSTN COMFORT CMFRT CMFRT CMFT CMND CMND CMND CMND CMNY COMD CMNY COMD CMNY COMPORT CMNY CMNY CMNY CMNY CMNY CMNY CMNY CMNY		
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CONSERVATION	CONSERVE
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CONVENIENCE	CONV
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CONVENIENT	CONVNT
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CONVENT	CNVNT
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CONVENTION	CNVNTN
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DCTN DECORATOR DCRTR DCRTR		DOTN
DECORATOR DCRTR		DCIN
DCRTR		
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	Postal
Common	Service
Presentation	Standard
DEFENCE	DEFNC
DEF	
DEFNC	
DEFENSE	DEFNS
DEFNS	
DELICATESSEN	DELI
DELI	
DELIGHT	DLGHT
DLGHT	
DELINTING	DLNTG
DLNTG	
DELIVERANCE	DELVRNC
DELIVRANCE	
DELVRNC	
DELIVERY	DLVRY
DEL	
DLVRY	
DELTA	DLT
DLT	
DEMOCRATIC	DEM
DEM	
DEMOLITION	DEMLTN
DEM	
DEMLTN	
DENTAL	DNTL
DNTL	
DENTIST	DDS
DENT	
DDS	
DENTISTRY	DNTSTRY
DNTSTRY	
DENTURE	DENTR
DENTR	
DNTR	
DEPARTMENT	DEPT
DEP	
DEPART	
DEPARTM	
DEPARTMNT	
DEPT	
DPT	
DEPENDABLE	DPNDBL
DPNDBL	
DEPOSIT	DPST
DPST	
DEPOT	DEP
DEP	
DPT	
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	Postal
Common	Service
Presentation	Standard
DEPUTY DEP	DPTY
DEPT	
DPTY	
DERMATOLOGIST	DERMTLGST
DERM	DENIMITEGOT
DERMTLGST	
DERMATOLOGY	DERM
DERM	
DESERT	DSRT
DSRT	
DESIGN	DSGN
DES	
DSGN	
DESIGNER	DSGNR
DESGR	
DSGNR	
DSGR	
DESIGNING	DSGNG
DSGNG	
DETAIL	DTL
DTL	
DETECTIVE	DET
DET	
DETENTION	DETNTN
DEVELOPER	DVLPR
DVLPR	
DEVELOPMENT	DEV
DEV DEVEL	
DEVELOP	
DEVELOPM	
DEVELOPMEN	
DEVELOPMNT	
DEVELOPMT	
DEVELP	
DEVELPMT	
DEVLMNT	
DEVLPMNT	
DEVLPMT	
DEVMT	
DVLOPMT DVLPMNT	
DVLPMNT	
DEVELOPMENTAL	DEVLPMNTL
DEVLPMNTL	DEVERINITE
DEVICE	DVC
DVC	
DIAGNOSTIC	DGNSTC
DGNSTC	
DIAG	
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	Postal
Common	Service
Presentation	Standard
DIAMOND	DMND
DMND	
DIAPER	DPR
DPR	
DICTATOR	DICT
DICT	
DIELECTRIC	DLCTRC
DLCTRC	
DIESEL	DSL
DSL	
DIETARY	DTRY
DIETRY	
DTRY	
DIETETIC	DIETC
DIETC	
DIETEIC	
DIFFERENT	DIFF
DIFF	
DIFFUSION	DIFFSN
DIFF	
DIFFSN	
DIGEST	DGST
DGST	
DIGESTIVE	DGSTV
DGSTV	
DIGITAL	DGTL
DGTL	
DILIGENCE	DLGNC
DLGNC	
DIMENSION	DIM
DIM	
DIMENSIONAL	DIML
DIML	
DINER	DNR
DIN	
DNR	
DIOCESE	DIO
DIO	
DIODE	DIOD
DIOD	
DIRECT	DIRECT
DIR	
DIRECTION	DIRCTN
DIRCTN	
DIRECTIONAL	DIRCTNL
DIRCTNL	
DIRECTOR	DIR
DIR	
DIRCTR	

	Postal
Common	Service
Presentation	Standard
DIRECTORATE	DIRCTRT
DIRCTRT	
DIRECTORY	DIRCTRY
DISABILITY	DSBLTY
DSBLTY	
DISARMAMENT	DSARMNT
DSARMNT	
DISBURSEMENT	DISBMT
DISBMT	
DISCOUNT	DISC
DISC	
DISPATCH	DISP
DISP	
DISPTCH	
DISPATCHER	DISPR
DISP	
DISPR	
DISPENSARY	DSPN
DSPN	
DISPLAY	DSPLY
DISP	20.2.
DSPLY	
DISPOSAL	DSPSL
DSPSL	501 02
DISTILLER	DISTLR
DIST	2.0.2
DISTLR	
DISTILLERY	DISTLLRY
DIST	5.0.12
DISTLLRY	
DISTINCTIVE	DISTNCTV
DISTNCTV	2.01.1011
DISTRIBUTING	DISTRG
DISTR	Diottia
DISTRG	
DISTRIB	
DISTRIBUTIN	
DISTRIBUTION	DISTRB
DIST	
DISTR	
DISTRB	
DISTRIB	
DISTRIBUTIN	
DSTRBTN	
DISTRIBUTOR	DISTR
DISTR	
DISTRIB	
DISTRIBTR	
DISTRIBUT	
DSTBTR	
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	Postal
Common	Service
Presentation	Standard
DISTRICT	DIST
DIST	
DST	
DIVERSIFIED	DVSFD
DVRSFD	
DVSFD	
DIVIDE	DV
DIV	
DIVING	DVNG
DVNG	
DIVISION	DIV
DIV	
DIVSN	
DIVISIONAL	DIVSNL
DIV	
DIVSNL	
DVSNL	
DOCTOR	DR
DO	
DR	
M D	
MD	
PH D	
DOCTRINE	DOCTRN
DOCTRN	
DOCUMENTATION	DCMNTN
DCMNTN	
DODGE	DDG
DDG	
DOLLAR	DLLR
DLLR	
DLR	
DOMESTIC	DOM
DOM	
DOMINION	DOMNN
DOMNN	
DONNEE	DNN
DNN	
DOUBLE	DBL
DBL	
DOUGHNUT	DONUT
DNT	
DONUT	
DOWNTOWN	DWNTN
DWNTN	
DRAFTING	DRFTNG
DRFTNG	
DRAFTSMAN	DFTSMAN
DFTSMAN	
DRAFTS	

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	Postal
Common	Service
Presentation	Standard
DRAGON	DRGN
DRGN	
DRAIN	DRN
DRN	
DRAINAGE	DRNG
DRNG	DD144
DRAMA DRMA	DRMA
DRAPERY	DRAP
DRAPERY	DRAP
DRAPERIES	
DREAM	DRM
DRM	Dittivi
DRESS	DRS
DRS	
DRILL	DRLL
DRLL	J. L.
DRILLING	DRILL
DRILL	
DRLG	
DRIVING	DRG
DRVG	
DRYWALL	DRYWL
DRYWL	
DUCHESS	DCHSS
DCHSS	
DUPLICATING	DUPNG
DUP	
DUPNG	
DUPLICATION	DUP
DUP	
DUTCH	DTCH
DTCH	
DWELLING	DWLLNG
DWLLNG	5,0,0
DYEING	DYNG
DYG DYNG	
	DVO
DYING DYG	DYG
DYNAMIC	DYNMC
DYNA	DINNIC
DYNMC	
EAGLE	EGL
EGL	
EARLY	ERLY
ERLY	
EARTH	ERTH
ERTH	
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	Postal
Common	Service
Presentation	Standard
EASTERN	ESTRN
ESTRN	
EASTSIDE	ESTSD
ESTSD	
EATERY	ETRY
ETRY	
ECOLOGY	ECO
ECLGY	
ECO	
ECOLO	
ECONOMIC	ECNMC
ECNMC	
ECON	
ECONOMIST	ECONMST
ECOM	
ECON	
ECONMST	
ECONOMY	ECON
ECON	
EDIBLE	EDBL
EDBL	
EDIFICE	EDFC
EDFC	
EDITION	ED
ED	
EDITOR	EDIT
EDIT	
EDTR	
EDUCATION	EDUC
ED	
EDCT	
EDCTN	
EDUC	
EDUCATIONAL	EDUCL
EDUC	
EDUCATIONL	
EDUCL	
EDUCTL	
EIGHTH	8TH
VIII	
8TH	
ELDER	ELDR
ELDR	
ELDERLY	ELDRLY
ELDRLY	
ELECT	ELEC
ELCT	
ELE	
ELEC	

Common Service Presentation Standard ELECTED ELCTD ELECT ELECT ELECTRIC ELECT ELECT ELECTR ELECTRON ELECTR ELECTRCTY ELECTR ELECTRCTY ELECTR ELECTRCTY ELECTRCTY ELECTRCTY ELECTRCTY ELECTRL ELCTRLGST ELCTRLYS ELCTRLYS
Presentation Standard ELECTED ELCTD ELCTD ELECT ELECTR ELECTRON ELECTR ELECTRCTY ELECTR ELECTR ELECTRCTY ELECTR ELECTRCTY ELECTRCTY ELECTRCTY ELECTRCTS ELCTRLGST ELCTRLYS
ELECTED ELCTD ELECT ELECT ELECTR ELECTR ELECT ELECT ELECT ELECTR ELECTR ELECTR ELECTR ELECTR ELECTRL ELECTR ELECTRON ELECTR ELECTRCTY ELECT ELECTR ELECTRCTY ELECTR ELECTRCTY
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ELECTR ELECTR ELECTRICAL ELEC ELECT ELECTR ELECTRICIAN ELECTRON ELECTRON ELECTRICITY ELECTR ELECTRCTY ELCTRLGST ELCTRLYS
ELECTR ELECTRICAL ELEC ELECT ELECTRL ELECTRICIAN ELEC ELECT ELECTR ELECTRON ELECTRON ELECTRON ELECTROTY ELEC ELECT ELECTROTY ELECT ELECTROTY ELECTROTY ELECTROLOGIST ELCTRLOST ELCTRLYS ELCTRLYS
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ELECTRL ELECTRICIAN ELEC ELECT ELECTRCN ELECTRCN ELECTRICITY ELEC ELECT ELECT ELECTRCTY ELECTRCTY ELECTRCTY ELECTRCTY ELECTRCTY ELECTRCTY ELECTROLOGIST ELCTRLGST ELCTRLGST ELECTROLYSIS ELCTRLYS
ELECTRICIAN ELEC ELECT ELECTRON ELECTRON ELECTRICITY ELEC ELECT ELECT ELECTROTY ELECTROTY ELECTROLOGIST ELCTRLGST ELECTROLYSIS ELCTRLYS
ELECTRICIAN ELEC ELECT ELECTRON ELECTRICITY ELEC ELECT ELECT ELECT ELECT ELECTROLOGIST ELCTRLGST ELECTROLYSIS ELCTRLYS
ELECT ELECTRON ELECTRICITY ELEC ELECT ELECTRCTY ELECTRCTY ELECTRCTY ELECTROLOGIST ELCTRLGST ELCTRLSST ELCTRLYS ELCTRLYS
ELECT ELECTRON ELECTRICITY ELEC ELECT ELECT ELECTROLOGIST ELCTRLGST ELECTROLYSIS ELCTRLYS
ELECTRON ELECTRICITY ELEC ELECT ELECTROLOGIST ELCTRLGST ELECTROLYSIS ELCTRLYS ELCTRLYS
ELECTRICITY ELEC ELECT ELECTRCTY ELECTRCTY ELECTROLOGIST ELCTRLGST ELCTRLGST ELCTRLYS
ELECT ELECTRCTY ELECTROLOGIST ELCTRLGST ELECTROLYSIS ELCTRLYS
ELECT ELECTRCTY ELECTROLOGIST ELCTRLGST ELECTROLYSIS ELCTRLYS
ELECTRCTY ELECTROLOGIST ELCTRLGST ELECTROLYSIS ELCTRLYS
ELECTROLOGIST ELCTRLGST ELCTRLGST ELECTROLYSIS ELCTRLYS
ELCTRLGST ELECTROLYSIS ELCTRLYS
ELECTROLYSIS ELCTRLYS
ELCTRLYS
ELECTRLSIS
ELECTRLYS
ELECTROMECHANICAL ELCTRMCHNCL
ELCTRMCHNCL
ELECTROMEDICAL ELCMED
ELCMED
ELECTROMETALLURGICAL ELCMTLG
ELCMTLG
ELECTRON ELCTRN
ELCTRN
ELECTRONIC ELECT
ELEC
ELECT
ELECTRNC
ELECTROPLATING ELCPLTG
ELCPLTG
ELEGANCE ELGNC
ELGNC
ELEGANT ELGNT
ELGNT
ELEMENT ELMNT
ELMNT
ELEMENTARY ELEM
ELEMENTARY ELEM
ELEM

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	Postal
Common	Service
Presentation	Standard
ELEVENTH	11TH
XI	
11	
11TH	
ELITE	ELITE
EMBASSY	EMBSSY
EMBSSY	
EMBROIDERY	ЕМВ
EMB	
EMERGENCY	EMER
EMER	
EMERG	
EMERGNCY	
EMPIRE	EMP
EMP	
EMPLOYED	EMPL
EMPL	
EMPLOY	
EMPLOYEE	EMPLYE
EMPL	EWIPLIE
EMPLYE	
	CAADI MANIT
EMPLOYMENT	EMPLMNT
EMPL	
EMPLMNT	
EMPLMT	
EMPORIUM	EMPOR
EMPOR	
EMPORM	
EMPRM	
ENAMEL	ENL
ENL	
ENAMELING	ENMLNG
ENMLNG	
ENCYCLOPEDIA	ENCY
ENCY	
ENDEAVOR	ENDVR
ENDVR	
ENDOCRINOLOGIST	ENDCRNLGST
ENDCRNLGST	
ENDODONTIC	ENDDNTC
ENDDNTC	
ENERGY	ENGRY
ENGRY	
ENGY	
ENRG	
ENGRY	
ENFORCEMENT	ENFCMNT
ENFCMNT	
ENGINE	ENG
ENG	LING
LING	<u> </u>

	Postal
Common	Service
Presentation	Standard
ENGINEER	ENGR
ENG	
ENGR	
ENGINEERED	ENGRD
ENGRD	
ENGINEERING	ENGRG
ENG	
ENGINBNG	
ENGR	
ENGRG	
ENGRNG	
ENGLAND	ENGLD
ENG	LINGLD
ENGL	
ENGLD	
	ENO
ENGLISH	ENGL
ENGL	
ENGLSH	
ENGRAVER	ENGRVR
ENGRVR	
ENGRAVING	ENGRV
ENGRV	
ENLARGE	ENLRG
ENLRG	
ENSIGN	ENS
ENS	
ENTERPRISE	ENTRPRS
ENT	
ENTER	
ENTERP	
ENTERPRS	
ENTP	
ENTPR	
ENTPS	
ENTRPR	
ENTRPRS	
ENTERTAINMENT	ENTRTN
ENTRMT	
ENTRTN	
ENTREPOT	ENTRPT
ENTRET	LITTE
	ENTERDANC
ENTREPENEUR	ENTRPRNR
ENTRPRNR	
ENTRY	ENT
ENT	
ENVELOPE	ENV
ENV	

	Postal
Common	Service
Presentation	Standard
ENVIRONMENT	ENVIR
ENVIR	
ENVIRON	
ENVRMT	
ENVRONMEN	
ENVIRONMENTAL	ENVIRON
ENVIRON	
ENVRMTL	
ENVRNMTL	
EPISCOPAL	EPISCPL
EPIS	
EPISCPL	
EPSCP	
EPSCPL EPSILON	EDCI N
EPSILON EPSLN	EPSLN
	EOL
EQUAL EQL	EQL
EQUESTRIAN	FOCTON
EQSTRIAN	EQSTRN
EQUINE	EQN
EQN	EQN
EQUIPMENT	EQUIP
EQIPMENT	EQUIP
EQP	
EQPMNT	
EQPT	
EQUIP	
EQUIPT	
EQUITABLE	EQTBL
EQTBL	
EQUITY	EQTY
EQTY	
EQUTY	
ERECTING	ERCT
ERCT	
ERECTOR	ERCTR
ERCTR	
ESQUIRE	ESQ
ESQ	
ESSENTIAL	ESSNTL
ESSTNL	
ESTABLISHMENT	ESTAB
EST	
ESTAB	
ESTATE	EST
EST	
ESTIMATION	ESTMTN
ESTMTN	

	Postal
Common	Service
Presentation	Standard
ESTIMATOR	ESTMTR
EST	
ESTMTR	
ETCETERA	ETC
ETC	
ETUDE	ETD
ETD	
EUROPEAN	ERPN
ERPN	
EVALUATION	EVAL
EV	
EVAL	
EVANGELICAL	EVNGLCL
EVNGLCL	
EVANGELIST	EVNGLST
EVNGLST	
EVANGELISTIC	EVNGLSTC
EVNGLSTC	Evitazoro
EVENING	EVNNG
EVNNG	EVINING
EVENT	EVNT
EVNT	EAMI
	EVDODAL
EVERGREEN EVRGRN	EVRGRN
EXACT	EXCT
EXCT	=><0.45 T 1
EXAMINATION	EXMNTN
EXMNTN	
EXAMINE	EXAM
EX	
EXAM	
EXMN	
EXAMINER	EXMNR
EXMNR	
EXCAVATE	EXCVT
EXCVT	
EXCAVATING	EXCAVTG
EXCAVATNG	
EXCAVTG	
EXCVTG	
EXCAVATION	EXCVTN
EXCTVN	
EXCAVATOR	EXCVTR
EXCAVATR	
EXCVTR	
EXCEL	EXCL
EXCL	
EXCELSIOR	EXCLSR
EXCEL	
EXCLSR	

	Postal
Common	Service
Presentation	Standard
EXCEPTIONAL	EXCPTNL
EXCPTNL	
EXCESS	EXCSS
EXCSS	
EXCHANGE	EXCH
ECHANGE	
EXCH	
EXECUTIVE	EXEC
EX	
EXC	
EXE	
EXEC	
EXECUTOR	EXTR
EXECUTOR	EXIK
	EVAIDT
EXEMPT	EXMPT
EXMPT	
EXEMPTED	EXMPTD
EXMPTD	
EXHIBIT	EXHBT
EXHBT	
EXHIBITOR	EXHBTR
EXHBTR	
EXPEDITER	EXPD
EXPD	
EXPEDITION	EXPDTN
EXP	
EXPDTN	
EXPEDITOR	EXPDTR
EXPDTR	
EXPENSE	EXP
EXP	LAI
EXPERIENCE	EXPRNC
EXPERIENCE	LAFRING
	EVDDMAIT
EXPERIMENT	EXPRMNT
EXPRMNT	
EXPERT	EXPR
EXPR	
EXPRT	
EXPLORATION	EXPLRN
EXPLRN	
EXPN	
EXPLOSIVE	EXPLSV
EXPL	
EXPLSV	
EXPORT	EXPRT
EXP	
EXPRT	
EXPT	
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	Postal
Common	Service
Presentation	Standard
EXPORTATION	EXPN
EXPN	
EXPRTTN	
EXPORTER	EXPRTR
EXP	
EXPRTR	
EXPOSE	EXPS
EXPS	
EXPOSITION	EXPO
EXPO	
EXPSTN	
EXPRESS	EXPRSS
EX	EXI 1100
EXP	
EXPRSS	
EXPRESSION	EXPRSSN
EXPRESSION	EXPRSSN
	EVDV
EXPRESSWAY	EXPY
EXPRSSWY	
EXPY	
EXTENSION	EXT
EXT	
EXTNSN	
EXTERMINATING	EXTERM
EXTERM	
EXTG	
EXTRMNTNG	
EXTERMINATOR	EXTRMNTR
EXTRMNTR	
EXTRACT	EXTRCT
EXT	
EXTRCT	
EXTRACTOR	EXTRCTR
EXTRCTR	
EXTRAORDINARY	EXTRRDNRY
EXTRRDNRY	
EXTREME	EXTRM
EXTRM	
FABRIC	FBRC
FABR	1 5110
FBRC	
FABRICATED	FABD
FABRICATED	FADD
FABD	
	FARC
FABRICATING	FABG
FABG	
FABRICATION	FBRCN
FBRCN	

	Postal
Common	Service
Presentation	Standard
FABRICATOR	FAB
FAB	
FABRICTR	
FBRCTR	
FACILITY	FACLTY
FAC	
FACLTY	
FACTOR	FCTR
FCTR	
FACTORY	FCTRY
FAC	
FCTRY	
FACULTY	FCLTY
FCLTY	
FAITH	FTH
FTH	
FALLS	FLS
FLS	
FAMILY	FMLY
FAM	
FMLY	
FAMOUS	FMS
FMS	
FANCY	FNCY
FNCY	
FANTASTIC	FNTSTIC
FNTSTIC	
FANTASY	FNTSY
FNTSY	
FARM	FRM
FRM	
FARMER	FRMR
FRMR	
FARMING	FRMNG
FRMNG	-
FASHION	FASHN
FASHN	
FSHN	
FASTENER	FAS
FAS	
FATHER	FR
FR	
FAUCET	FCT
FCT	
FEATHER	FE
FE	'-

	Postal
Common	Service
Presentation	Standard
FEDERAL	FED
FDRL	
FED	
FEDL	
FEDRL	
FEDERATED	FDRTD
FDRTD	
FEDERATION	FEDRN
FEDRN	
FELLOWSHIP	FLLWSHP
FELLOWSHP	
FLLWSHP	
FLWSHIP	
FLWSHP	
FENCE	FNC
FNC	
FERROUS	FER
FER	
FERTILIZER	FERT
FERT	
FIBER	FIBR
FIBR	
FIBERGLASS	FBRGLS
FBRGLS	
FIBRE	FBR
FBR	
FIBR	
FIDELITY	FIDLTY
FDLTY	
FIDLTY	
FIELD	FLD
FLD	
FIFTH	5TH
V	
5TH	
FIGHT	FGHT
FGHT	
FIGHTER	FGHTR
FGHTR	
FINANCE	FIN
FIN	
FNC	
FINANCIAL	FNCL
FINL	
FNCL	
FINANCIER	FINR
FIN	
FINR	
FINANCING	FING
FING	

	Postal
Common	Service
Presentation	Standard
FINDING	FNDG
FNDG	
FINEST	FNST
FNST	
FINISH	FNSH
FINSH	
FNSH FINISHING	FINISH
FINISH	FINISH
FINSHG	
FNSHNG	
FIREARM	FRARM
FRARM	THAIN
FIREMAN	FIRMN
FIRMN	' ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' '
FRMN	
FIREWORK	FRWRK
FRWRK	
FIRST	1ST
1	
1	
1ST	
FISCAL	FISC
FISC	
FISHERY	FSHRY
FSHRY	
FISHING	FSHNG
FSHNG	
FITNESS	FITNS
FITNS	
FIXTURE	FIX
FIX	
FLAVOR	FLVR
FL	
FLA	
FLVR	
FLEET	FLT
FLT	
FLIGHT	FLGT
FLGT	
FLT	
FLOCK	FLCK
FLCK	
FLOOR	FL
FL	
FLR	FI DOVA
FLOORCOVERING	FLRCVG
FLRCVG	

	Postal
Common	Service
Presentation	Standard
FLOORING	FLRNG
FLRG	
FLRNG	
FLORAL	FLRL
FLRL	
FLORIST	FLRST
FLOR	
FLRST	
FLOWER	FLWR
FLWR	
FLUID	FLUD
FLD	
FLUD	
FLYING	FLY
FLY	'-'
FOCUS	FCS
FCS	100
	ETDLI
FOOTBALL	FTBLL
FTBLL	
FOOTWEAR	FTWR
FTWR	
FORCE	FRC
FOR	
FRC	
FORECASTING	FRCSTNG
FRCSTNG	
FOREIGN	FRGN
FGN	
FRGN	
FOREMAN	FORMN
FORMN	
FRMN	
FORESIGHT	FORSGHT
FORSGHT	
FOREST	FRST
FRST	
FORESTRY	FOR
FOR	
FRSTRY	
FOREVER	FORVR
FORVR	
FORGING	FRG
FRG	'''
FORGOING	FORGNG
FRGNG	FUNUNU
	EDIVI ET
FORKLIFT	FRKLFT
FRKLFT	
FORMAL	FRML
FRML	

	Postal
Common	Service
Presentation	Standard
FORMATION	FRMTN
FRMTN	
FORTUNE	FRTN
FRTN	
FORUM	FRUM
FRM	
FRUM	
FORWARDING	FWDG
FWDG	
FOSTER	FSTR
FSTR	
FOUND	FND
FND	
FOUNDATION	FNDTN
FDN	
FNDTN	
FOUNDTN	
FOUNDRY	FNDRY
FDRY	
FNDRY	
FOUNTAIN	FTN
FTN	
FOURGON	FORGN
FORGN	
FOURTEENTH	14TH
XIV	
14	
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FOURTH	4TH
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	Postal
Common	Service
Presentation	Standard
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GENTLEMEN	GNTLMN
GNTLMN	
GEODESIC	GDSC
GDSC	
GEOLOGICAL	GEOLGCL
GEOLGCL	
GEOLOGIST	GEOL
GEOL	
GEOLOGY	GEOLGY
GEOLGY	
GEOPHYSICAL	GEOPHYS
GEOPHYS	
GERIATRIC	GERI
GERI	
GIANT	GNT
GNT	
GIFTWEAR	GFTWR
GFTWR	
GINGERBREAD	GNGRBRD
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GLACE	GLC
GLC	
GLADIATOR	GLDTR
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GLASS	GLS
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GLASSWARE	GLWR
GLWR	0.7
GLAZE GLZ	GLZ
	OLD!
GLOBAL GLBL	GLBL
GLOVE	GLV
GLOVE	GLV
GOLDEN	GLDN
GLDEN	GLDN
GOSPEL	CCDI
GSPL	GSPL
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GOURMET GRMT	GRMT
GOVERNMENT	GOVT
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GREETING GRTG GRILL GRL GRINDER GRNDR GRINDING GRINDING GRIND GRNDG GROCER GROC		
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GRILL GRL GRINDER GRINDER GRNDR GRINDING GRIND GRNDG GROCER GROC		GRIG
GRL GRINDER GRNDR GRINDING GRIND GRNDG GROCER GROC		251
GRINDER GRNDR GRINDING GRIND GRNDG GRNDG GROCER GROC		GKL
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GUARD	GRD
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GUARDIAN	GRDN
GRDN	
GUIDANCE	GUIDNC
GUID	
GUIDNC	
GUIDE	GUID
GUID	
GUILD	GLD
GLD	OV
GUNNERY GNNRY	GY
GY	
GUNSMITH	GNSMTH
GNSMTH	
GYMNASTIC	GYM
GYM	
GYNECOLOGIST	GYN
GYN	
GYNCLGST	
GYNECOLOGY	GYNCLGY
GYN	
GYNCLGY	
GYPSUM	GYPS
GYPS	
HABERDASHERY	HDASHY
HAIRCUTTING	HAIDCTTNO
HAIRCUTTING HAIRCTTNG	HAIRCTTNG
HAIRDRESSER	HRDRSSR
HRDRSSR	Indition
HAIRSTYLING	HRSTYLNG
HRSTYLNG	
HAIRSTYLIST	HRSTYLST
HAIRSTYLS	
HRSTYLST	
HALLMARK	HLLMRK
HLLMRK	

	Postal
Common	Service
Presentation	Standard
HAMBURGER	HAMBGR
HAMB	
HB	
HMBG	
HANDBAG	HBAG
HBAG	
HANDICAPPED	HNDCPD
HNDCPD	
HANDICRAFT	HNDCRFT
HANDCRAFT	
HNDCRFT	
HANDLER	HNDLR
HNDLR	
HANDLING	HNDLG
HDLG HNDLING	
	LINDRONT
HANDPRINT	HNDPRNT
HNDPRNT	
HANDY	HNDY
HNDY	1111757441
HANDYMAN	HNDYMN
HNDYMN	LIAD
HAPPY	HAP
HAP	
HARBOR	HBR
HARB HARBR	
HBR	
HRBOR	
HARDWARF	HDWR
HDWR	IIDWII
HARNESS	HARN
HARN	TIZITIN
HATCHERY	HTCHY
HTCHY	IIIOIII
HAULING	HLG
HLG	III.Q
HAVEN	HVN
HVN	11414
HAYSTACK	HYSTCK
HYSTCK	IIIOIOK
HEADACHE	HDCH
HDCH	TIDON
HEADHDLNRLINER	HDLNR
HEADHDENHEINEH	IIDENII
HEADQUARTERS	HDQTRS
HDQS	
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HQS	
HQTS	
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Common	Service
Presentation	Standard
HEALTH	HLTH
HLTH	
HEARING	HEAR
HEAR	
HRNG	
HEART	HRT
HRT	1170
HEATING	HTG
HEATG	
HTG HTNG	
	INOV
HEAVY HVY	HVY
	LITO
HEIGHT HT	HTS
	HI COTO
HELICOPTER HLCPTR	HLCPTR
	LII DD
HELPER HLPR	HLPR
HEMATOLOGIST	HEMATL
HEMATL	HEWAIL
HEMATOLOGY	HEMATLGY
HEMATL	HEWATLGY
HEMATLGY	
HERITAGE	HRTG
HRTG	HATG
HERMITAGE	HRMTG
HRMTG	TIMWIG
HICKORY	HCKRY
HCKRY	Holdin
HIDEAWAY	HDWY
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HIGHER	HGHR
HGHR	IIIIII
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HIGHWAY	HWY
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HILLTOP	HLTP
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HITCHING	HTCHNG
HTCHNG	
HOBBY	НОВ
НОВ	
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	Postal
Common	Service
Presentation	Standard
HOLDING	HLDNG
HLDNG	
HOLDG	
HOLIDAY	HLDY
HLDY	
HOLINESS	HLNSS
HLNSS	
HOMESTEAD	HMSTD
HMSTD	
HOMEWORK	HMWRK
HMWRK	
HONEYBEE	HNYB
HNYB	
HONORABLE	HON
HON	
HORIZON	HRZN
HRZN	
HORSE	HORSE
HRS	
HORTICULTURAL	HORTL
HORT	
HORTL	
HORTICULTURE	HORT
HORT	
HOSIERY	HSY
HOS	
HSY	
HOSPICE	HSPC
HOSP	
HOSPI	
HSPC	
HOSPITAL	HOSP
HOSP	
HOSPIT	
HSP	
HSPTL	
HOSPITALITY	HOSPTY
HOSPTY	
HOTEL	HTL
HOT	
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HTL	
HOUSE	HSE
HS	
HSE	
HOUSEHOLD	HSEHLD
HHLD	
HSEHLD	
HOUSEWARES	HSWRS
HSWRS	

	Postal
Common	Service
Presentation	Standard
HOUSING	HSNG
HOUSNG	
HSNG	
HUMAN	HMN
HMN	
HUNGRY	HNGRY
HNGRY	
HUNTER	HNTR
HNTR	
HYDRAULIC	HYDRLC
HYDRLC	
HYGIENE	HYGN
HYGN	
HYPNOSIS	HYPNS
HYPNS	
IDEAL	IDL
IDL	
IGNITION	IGN
IGN	1.5.1
IMAGE	IMG
IMG	1
IMAGINATION	IMGNTN
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IMAGING	IMGNG
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IMMACULATE	IMMCLT
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IMMEDIATE	IMMDT
IMMDT	INIVIDI
IMMIGRATION	IMMGRTN
IMMGRTN	IMMOGRATIN
IMPACT	IMP
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IMPAIRED IMPRD	IMPRD
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IMPEDIMENT	IMPDMNT
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IMPERIAL IMPRL	IMPRL
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IMPLEMENTATION	IMPLNTN
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IMPORTATION	IMPN
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Common	Service
Presentation	Standard
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IMPORTER	IMPRTR
IMP	
IMPRTR	
IMPORTING	IMPRTNG
IMPRTNG	
IMPRESSION	IMPRESS
IMPRESS	
IMPROVEMENT	IMPRVMT
IMPRV	
IMPRVMNT	
IMPRVMT	
INCARNATION	INCRNTN
INCRNTN	
INCOME	INCM
INCM	
INCO	
INCORPORATED	INC
INC	
INCOR	
INCORP	
INCORPORATION	INCTN
INCTN	
INDEMNITY	INDMNTY
INDMNTY	
INDEPENDENCE	INDPDNC
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INDPDNC	
INDEPENDENT	INDPNDNT
IND	
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INDPNDNT	
INDIAN	INDN
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INDUSTRIAL	IND
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INDUSTRIA	
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INDUSTRY	INDUST
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INDUST	
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Common	Service
Presentation	Standard
INFANT	INFNT
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INFINITE	INFINT
INFINT	
INFIRM	INFRM
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INFIRMARY	INFRMRY
INFRMRY	INFRIVIRT
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INFORMATICS	INFRMTCS
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INFORMATION	INFO
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INGREDIENT	INGRDNT
INGRDNT	
INITIAL	INIT
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INJECTION	INJCTN
INJCTN	
INLAND	INLND
INLND	
INNER	INNR
INNR	
INNKEEPER	INNKPR
INNKPR	
INNOCENT	INNCNT
INNCNT	INNONI
	INNVTN
INNOVATION INNVTN	INNVIN
INNOVATIVE	INNVTV
INNVTV	
INQUISITIVE	INQSTV
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INSCRIPTION	INSCRPTN
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INSECURE	INSCR
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INSPECTION	INSPCTN
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INSPECTOR	INSPCTR
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Common	Service
Presentation	Standard
INSTALLATION	INSTLTN
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INSTALLER	INSTLLR
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INSTALLMENT	INSTL
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INSTANT	INSTNT
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INSTITUTE	INST
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INSTITUTION	INSTN
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INSTITUTIONAL	INSTNL
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INSTRUCTOR	INSTRCTR
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INSTRUMENT	INSTR
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INSTRUMENTATION	INSTRMNTN
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INSTRUMENTA	
INSULATED	INSLTD
INSLTD	
INSULATING	INSULG
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INSULATION	INSLTN
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INSURANCE	INS
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INTEGRATED	INTGRTD
INTGRTD	
INTELLIGENCE	INTLLGNC
INTLLGNC	
INTENTIONAL	INTNTNL
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	Postal
Common	Service
Presentation	Standard
INTERACTION	INTRCTN
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INTERACTIVE	INTRCTV
INTRCTV	
INTERCHANGE	INTRCHNG
INTRCHNG	
INTERCONTINENTAL	INTERCON
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INTEREST	INTRST
INTEREST	INTROT
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INTERFAITH	INTRFTH
INTRFTH	
INTERIOR	INTR
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INTERMEDIATE	INTER
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INTERMEDICS	INTRMDCS
INTRMDCS	
INTERNAL	INTERNL
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INTERNATIONAL	INTRNTL
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INTERNATIONA	
INTERNATL	
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INTRNTL	
INTRNTNL	
INTERNIST	INTERNST
INTER	
INTERNST	
INTERSTATE	INTSTE
INTRST	IIII III
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INTERVIEWER	INTERV
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INVENTORY	INVTY
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INVTY	
INVEST	INVST
INVST	
INVESTED	INVSTD
INVSTD	

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INVESTIGATION	INVSTGTN
INVSTGTN	INVSIGIN
INVESTIGATIVE	INVSTGTV
INVSTGTV	INVSIGIV
	INVSTR
INVESTIGATOR INVSTR	INVSTR
INVESTMENT	INVSTMNT
INV	INVSTWINT
INVESTMNT	
INVESTMT	
INVST	
INVSTMNT	
INVSTMT	
INVITATIONAL	INVTNL
INVTNL	
INVOICE	INV
INV	
IRONWORK	IRNWRK
IRNWRK	
IRRIGATION	IRRGTN
IRRGTN	
IRRIG	
IRRIGAT	
ISLAND	ISLE
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ISL	
ISLE	
ISLANDER	ISLER
ISLER	
ISOLATION	ISO
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ISOTOPE	ISTP
ISTP	
ITALIAN	ITAL
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JAILER	JLR
JLR	
JANITOR	JAN
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JANITORIAL	JANTRL
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JANITOR JNTRL	
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JEWELER JWLR	JWLR
JVVLN	

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Presentation	Standard
JEWELRY	JWLRY
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JWLRY	
JWLY	
JEWISH	JEW
JEW	
JOBBER	JOB
JOB	
JOINT	JNT
JNT	J
JOURNAL	JRNL
JRNL	OTIVE
	JRNLST
JOURNALIST JRNLST	JRINLOI
	IBAN/
JOURNEY	JRNY
JRNY	
JUBILEE	JBL
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JUDGE	JDG
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JUICE	JC
JC	
JUNCTION	JCT
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JCTN	
JUNCTN	
JUNCTON	
JUNIOR	JR
JR	
JUSTICE	JSTC
JSTC	
JUVENILE	JVNL
JVNL	
KARATE	KRT
KRT	
KENNEL	KNL
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KEYBOARD	KYBRD
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	Postal
Common	Service
Presentation	Standard
KINDERGARTEN	KINDERGTN
KDRGRTN	
KINDERGTN	
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KINEMATICS	KNMTCS
KNMTCS	
KINGDOM	KNGDM
KNGDM	
KITCHEN	KTCHN
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KTN	
KNIGHT	KNGHT
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KNTWR	
KOSHER	KSHR
KSHR	
LABEL	LBL
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LBL	
LABORATORY	LAB
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LABORER	LBR
LBR	
LACQUER	LACQ
LACQ	
LAMINATE	LMNT
LMNT	
LAMINATING	LMNTNG
LMNTNG	
LANCE	LNC
LNC	
	LNDELL
LANDFILL	LNDFLL
LNDFLL	LNDARDIT
LANDMARK	LNDMRK
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LANDSCAPE	LNDSCP
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LDSCPG LNDSCPG LANGUAGE LANG LAPIDARY LAPDRY LAPDRY LAPDRY LARGE LRGE LRGE LARYNGOLOGIST LARYNGLGST LARYNGLGST LARYNGLGSY LARYNGLGY LASER LSR LASTING LSTNG LATHING LTHG LATTER LTTR LAUNDERER LDRER LAUNDROMAT LNDRMT LAUNDRY LAWYER LAWYER LGL LWYR LEADER LDR LEADER LDR LEAGUE LEA LEA LEAG LEARN LEASE LS LS LEARN LEASE LS LS LEASN LEASE LEAS LEAS LEAS LEAS LEAS LEAS LE	LDSCPG	
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LANGUAGE LANG LAPIDARY LAPDRY LARGE LRGE LARGE LRGE LARYNGOLOGIST LAR LARYNGLGST LARYNGLGST LARYNGLGY LASER LSR LASTING LSTNG LATHING LTHG LATTER LATTER LAUNDERER LDRER LAUNDERER LAUNDROMAT LNDRMT LAUNDRY LDRY LNDRY LDRY LNDRY LDRY LAWYER LGL LWYR LEADER LEAG LEAG LEAG LEAG LEAG LEARN LEARN LEASE LEAS LS LEASE LEAS LS LEASE LEAS LS LEASE LEAS LS LEASE LEAS LEAS	LNDSCPG	
LAPIDARY LAPDRY LAPDRY LARGE LRGE LARYNGOLOGIST LAR LARYNGLGST LARYNGLGST LARYNGLGY LASER LARYNGLGY LASER LSR LASTING LSTNG LATHING LTHG LATTER LAUNDERER LDRER LAUNDROMAT LNDRMT LAUNDRY LDRY LNDRY LAWYER LGL LWYR LEADER LDR LEAGUE LEAG LEARN LEARN LEARN LEARN LEARN LEARN LEASE LEAS LS LEASE LS LEASE LEAS LS LEASE LS LEASE LEAS LS LEASE LEAS LS LEASE LEAS LEAS		
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LAPDRY LARGE LRGE LARYNGOLOGIST LAR LARYNGLGST LARYNGLGST LARYNGLGY LAR LARYNGLGY LASER LARYNGLGY LASER LSR LASTING LATHING LATHING LATTER LATTER LAUNDERER LAUNDERER LAUNDROMAT LNDRMT LAUNDRY LDRY LNDRY LDRY LNDRY LAWYER LGL LWYR LEADER LEAG LEAG LGE LEARNING LEARN LEARN LEARN LEARN LEASE LEAS LS LEASE LS LEASE LS LEASE LEAS LS LEASE LEAS LS LEASE LEASE LEAS LEAS	LANG	PDRY
LARGE LRGE LARYNGOLOGIST LAR LARYNGLGST LARYNGLGST LARYNGLOGY LAR LARYNGLGY LASER LASER LSR LASTING LATHING LATTER LATTER LAUNDERER LAUNDERER LAUNDROMAT LAUNDRY LADRY LAWYER LAUNDRY LAWYER LAWYER LGL LWYR LEADER LEAG LEAG LEAG LEAG LEAG LEARN LEARN LEASE LEAS LS LEASE LEAS LS LEASE LEAS LS LEASE LEAS LS LEASE LEAS LEAS	LAPIDARY LAI	
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LARYNGOLOGIST LAR LARYNGLGST LARYNGOLOGY LAR LARYNGLGY LASER LSR LASTING LSTNG LATHING LTHG LATTER LTTR LAUNDERER LDRER LAUNDROMAT LNDRMT LAUNDRY LDRY LNDRY LDRY LNDRY LAWYER LGL LWYR LEADER LEAG LEAG LGE LEARNING LEARN LRNG LEASE LS LS LEASE LS LEASE LS LEASE LS LEASE LEAS LEAS	LARGE LRC	GE
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LARYNGLGST LARYNGLGY LAR LARYNGLGY LASER LSR LSR LASTING LSTNG LATHING LTHG LTHG LATTER LTTR LAUNDERER LAUNDERER LAUNDROMAT LNDRMT LAUNDRY LAUNDRY LAWYER LGL LWYR LEADER LDR LEAGUE LEAG LEARN LEARN LEASE LEAS LS LEASING LEASE LEAS LEASING LEASE	LARYNGOLOGIST LAI	RYNGLGST
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LAR LARYNGLGY LASER LSR LASTING LSTNG LATHING LATHING LTHG LATTER LAUNDERER LDRER LAUNDROMAT LNDRMT LAUNDRY LDRY LNDRY LNDRY LDRY LNDRY LAWYER LGL LWYR LEADER LEAG LEAG LGE LEARN LEARN LRNG LEASE LS LEASING LEASE LEAS LS LEASING LSTNG LSTNG LATTR LTTR LDRER LDR LDRAMT LNDRYT LWYR LEAG LEAG LEAG LEAG LEAG LEAG LEAS LS LEASE LEAS LS LEASE	LARYNGLGST	
LARYNGLGY LASER LSR LASTING LASTING LSTNG LATHING LATHER LTHG LATTER LTTR LAUNDERER LDRER LAUNDROMAT LNDRMT LAUNDRY LDRY LNDRY LNDRY LAWYER LGL LWYR LEADER LEAG LEAG LGE LEARNING LEASE LS LEASING LEASE LEAS LS LEASING LSTNG LTHG LTHG LTHG LTHG LTHG LTHR LTTR LDRER LDR LDR LEARN LEARN LEARN LEARN LEARN LEARN LEASE LS LEASE LEAS LS LEASE LEAS	LARYNGOLOGY LAI	RYNGLGY
LASER LSR LASTING LSTNG LATHING LTHG LATTER LATTER LAUNDERER LDRER LAUNDROMAT LNDRMT LAUNDRY LDRY LNDRY LNDRY LAWYER LGL LWYR LEADER LEAG LEAG LEAG LEARN LRNG LEASE LEAS LS LEASING LSTNG LTTG LTTG LTTR LDRER LDR LNDRYT LNDRYT LNDRY LEAGR LEAG LEAG LEAG LEAG LEAG LEARN LEARN LEARN LEARN LEASE LEAS LS LEASE LEAS LS LEASE LE	LAR	
LSR LASTING LSTNG LSTNG LATHING LTHG LATTER LTTR LAUNDERER LDRER LAUNDROMAT LNDRMT LAUNDRY LDRY LNDRY LNDRY LAWYER LGL LWYR LEADER LEAG LEAG LEAG LGE LEARN LRNG LEASE LEAS LS LEASING LITTR LTTR LHORMT LNDRMT LNDRMT LNDRMT LNDRY LNDRY LEADR LEARN LEARN LEARN LEARN LEARN LEARN LEARN LEARN LEARN LEASE LS LEASE LEAS LS LEASE	LARYNGLGY	
LASTING LSTNG LATHING LATHING LTHG LATTER LAUNDERER LDRER LAUNDROMAT LNDRMT LAUNDRY LNDRY LNDRY LAWYER LGL LWYR LEADER LEAG LEA LEAG LGE LEARN LRNG LEASE LEAS LS LEASING LTHG LTTR LDRET LDR LNDRMT LNDRMT LNDRY LWYR LEAG LEAG LEAG LEAG LEAG LEAG LEARN LEARN LEARN LEARN LEASE LS LEASE LEAS LS LEASE	LASER LSF	3
LSTNG LATHING LTHG LATTER LATTER LAUNDERER LDRER LAUNDROMAT LNDRMT LAUNDRY LNDRY LNDRY LNDRY LAWYER LGL LWYR LEADER LDR LEAGUE LEA LEAG LGE LEARN LRNG LEASE LS LEASING LEASE LEASE LS LEASE LEASING LITTR LTTR LTTR LTTR LTTR LTTR LTTR LTTR LHWR LHDR LNDRWT LNDRWT LNDRWT LNDRWT LNDRY LNDRY LNDRY LNDRY LNDRY LWYR LEARN LEARN LEARN LEARN LEARN LEARN LEARN LEARN LEARN LEASE LEAS LS LEASE L	LSR	
LATHING LTHG LATTER LATTER LTTR LAUNDERER LDRER LAUNDROMAT LNDRMT LAUNDRY LDRY LNDRY LNDRY LNDRY LAWYER LGL LWYR LEADER LDR LEAG LEAG LGE LEARN LEARN LRNG LEASE LS LEASING LITTR LTTR LHVR LNDRY LNDRY LNDRY LNDRY LNDRY LNDRY LEAG LEAG LEAG LEAG LEAG LEAG LEARN LEARN LEARN LEARN LEASE LEAS LS LEASE LE	LASTING LST	ΓNG
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LATTER LTTR LAUNDERER LDRER LAUNDROMAT LNDRMT LAUNDRY LNDRY LNDRY LNDRY LNDRY LAWYER LGL LWYR LEADER LDR LEAG LEAG LGE LEARN LRNG LEASE LS LEASING LEASE LEASE LEASING LDRER LDRER LDRER LDREARN LEASE LE	LATHING LTF	HG
LATTER LTTR LAUNDERER LDRER LAUNDROMAT LNDRMT LAUNDRY LNDRY LNDRY LNDRY LNDRY LAWYER LGL LWYR LEADER LDR LEAG LEAG LGE LEARN LRNG LEASE LS LEASING LEASE LEASE LEASING LDRER LDRER LDRER LDREARN LEASE LE	-	
LTTR LAUNDERER LDRER LAUNDROMAT LNDRMT LAUNDRY LDRY LNDRY LNDRY LAWYER LGL LWYR LEADER LDR LEAGUE LEAG LEAG LEARN LEARN LRNG LEASE LEAS LS LEASING LDRER LDRER LDR LDR LEASE LEAS LS LEASE LEA		ΓR
LAUNDERER LDRER LAUNDROMAT LNDRMT LAUNDRY LDRY LNDRY LNDRY LNDRY LAWYER LGL LWYR LEADER LDR LEAGUE LEAG LEAG LGE LEARN LEARN LRNG LEASE LEAS LS LEASING LIDRER LIDREA LIDREA LEASE LEAS LEASE LEASE LEASE LEASING LEASE		
LDRER LAUNDROMAT LNDRMT LAUNDRY LDRY LNDRY LNDRY LAWYER LGL LWYR LEADER LDR LEAGUE LEAG LEAG LGE LEARN LEARN LRNG LEASE LS LEASING LEASE LEASE LEASING LINDRMT LNDRY LNDRY LNDRY LNDRY LNDR LWYR LEAR LWYR LEAR LEAS LEAS LEAS LEAS LEASE		RFR
LAUNDROMAT LNDRMT LAUNDRY LDRY LNDRY LNDRY LAWYER LGL LWYR LEADER LDR LEAG LEAG LEAG LGE LEARN LEARN LRNG LEASE LS LEASING LEASE LEASING LINDRY LNDRY LNDRY LNDRY LWYR LEAR LWYR LEAR LEAR LEAS LEAS LEAS LEAS LEAS LEASE		
LNDRMT LAUNDRY LDRY LNDRY LAWYER LGL LWYR LEADER LDR LEAGUE LEAG LEAG LEAG LGE LEARN LEARN LRNG LEASE LS LEASING LEASE LEASING LINDRY LNDRY LWYR LEAR LWYR LEAR LEAR LEAS LEAS LEAS LS LEASE		DRMT
LAUNDRY LDRY LNDRY LAWYER LGL LWYR LEADER LDR LEAGUE LEAG LEAG LEAG LGE LEARN LRNG LEASE LS LEASING LEASE LEASE LEASING LEASE		5111111
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LGL LWYR LEADER LDR LEAGUE LEA LEAG LGE LEARNING LEARN LRNG LEASE LEAS LS LEASING LEASE LEASE LEASING LEASE		VR
LWYR LEADER LDR LEAGUE LEA LEA LEAG LGE LEARNING LEARN LRNG LEASE LEAS LS LEASING LEASE LEASE LEASING LEASE		•••
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LEAGUE LEA LEAG LGE LEARNING LEARN LEARN LRNG LEASE LEAS LS LEASING LEASE		•
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LEAG LGE LEARNING LEARN LRNG LEASE LEAS LS LEASING LEASE		4
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LEARNING LEARN LRNG LEASE LEAS LS LEASING LEASE LEASE LEASE		
LEARN LRNG LEASE LEAS LS LEASING LEASE		ADN
LRNG LEASE LEAS LS LEASING LEASE		71 11 4
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LSNG	LONG	

	Postal
Common	Service
Presentation	Standard
LEATHER	LTHR
LEA	
LTHR	
LECTURE	LECT
LECT	
LECTURER	LECTR
LEC	
LECT	
LECTR	
LEGAL	LGL
LEG	
LGL	
LEGION	LGN
LGN	
LEISURE	LSUR
LSR	
LSUR	
LENGTH	LNGTH
LNGTH	
LESSOR	LSSR
LSSR	
LETTER	LTR
LTE	
LTR	
LETTERPRESS	LTRPRS
LTRPRS	
LEVER	LVR
LVR	
LIABILITY	LBLTY
LBLTY	-5
LIBERTY	LBRTY
LBRTY	
LIBTY	
LIBRARIAN	LIBRN
LBRN	
LIB	
LIBR	
LIBRN	
LIBRARY	LBRY
LBRRY	
LBRY	
LIB	
LIBRAR	
LIBRY	
LICENSED	LCNSD
LCNSD	
LIEUTENANT	LT
LT	
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	Postal
Common	Service
Presentation	Standard
LIGHT	LGT
LGT	
LIT	
LIGHTER	LGHTR
LGHTR	
LIGHTING	LIGHT
LGHTG LIGHT	
LTG	
	LNAT
LIMIT LMT	LMT
LIMITED	LTD
LIMITED	110
LTD	
LIMITLESS	LMTLSS
LMTLSS	LIVITLOS
LIMOUSINE	LIMO
LIMO	LIIVIO
LIMOSINE	
LIMSNE	
LINEN	LIN
LIN	
LINGERIE	LNGR
LNGR	Littait
LINOLEUM	LNLM
LNLM	LIVEIN
LIQUID	LQD
LQD	
LIQUOR	LQR
LQ	-
LQR	
LITHOGRAPH	LITHO
LITHO	
LITHOGRAPHER	LITHOR
LITHO	
LITHOR	
LITHOGRAPHIC	LITHOC
LITHOC	
LITHOGRAPHING	LITHOG
LITHO	
LITHOG	
LITHOGRAPHY	LITHOY
LITHOY	
LITTLE	LTL
LTL	
LIVERY	LV
LV	
LIVESTOCK	LVSTCK
LVSTCK	
LVSTK	

	Postal
Common	Service
Presentation	Standard
LIVING LVNG	LVNG
	1000
LOADER LDR	LODR
LODR	
LOADING	LDNG
LDNG	LDNG
LOBSTER	LBSTR
LBSTR	
LOCAL	LCL
LCL	
LOC	
LOCATION	LCTN
LCTN	
LOCKER	LCKR
LCKR	
LOCKSMITH	LOKSMTH
LCKSMTH	
LOCKSMTH	
LSMITH	
LOCOMOTIVE	LOCOM
LOCOM	
LODGE	LDG
LDG	
LDGE LODG	
LOGGING	LOG
LOG	Log
LOGIC	LGC
LGC	133
LOGICAL	LGCL
LGCL	
LOGISTIC	LOGISTC
LOGISTC	
LOGS	
LOGISTICIAN	LOGISTN
LOUNGE	LNG
LNG	
LUBRICANT	LUBR
LUBR	
LUBRICNT	
LUBRICATION	LUBE
LUBE	1.000
LUCKY	LCKY
LCKY	
LUGGAGE	LUG
LUG	LMDD
LUMBER LBR	LMBR
LMBR	
	1

	Postal
Common	Service
Presentation	Standard
LUTHERAN	LUTH
LUTH	
MACARONI	MCRN
MCRN	
MACHINE	MACH
MACH	
MCH	
MCHINE	
MACHINER	MACHR
MACH	
MACHR	
MACHINERY	MACHY
MACH	
MACHY	
MCHY	
MACHINING	MACHG
MACH	
MACHG	
MACHINIST	MACHST
MACH	
MACHST	
MAGAZINE	MAG
MAG	
MAGIC	MGC
MGC	
MAGNETIC	MGNTC
MGNTC	
MAGNETO	MGNTO
MGNTO	
MAILER	MLR
MLR	
MAILSTOP CODE	MSC
MS	1
MS#	
MSC	
MAINSAIL	MNSL
MNSL	IIIIVOE
MAINTENANCE	MNTNC
MAINT	IVIIVIIVO
MNTNC	
MTNCE	
MAJESTIC	MJSTC
MJSTC	IVIUGIU
	MID
MAJOR	MJR
MAJ	
MJR	14440D:5:07
MAMMOGRAPHY	MAMGRAPHY
MAMGRPHY	

	Postal
Common	Service
Presentation	Standard
MANAGE	MANAG
MANAG	
MNG	
MANAGEMENT	MGMT
MANAGE	
MANGMNT	
MGMENT MGMT	
MGT	
MNGMNT	
MNGMT	
MNGN	
MANAGER	MGR
MANAGE	1
MG	
MGR	
MNAGER	
MNGR	
MANAGERIAL	MGRL
MGRL	
MANAGING	MNGNG
MGNG	
MNG	
MNGNG	
MANOR	MNR
MNR	
MANPOWER	MNPWR
MNPWR	
MANUFACTURE	MFR
MANF	
MANUF	
MFR	
MANUFACTURER	MFGR
MFGR	
MFR	
MANUFACTURING	MFG
MANUFACTURI	
MFG	
MFGNG	140
MAPLE	MPL
MPL	MOTUN
MARATHON	MRTHN
MRTHN	MDDI
MARBLE	MRBL
MBL	
MDDI	1
MRBL	MONA
MARINA	MRNA
MARINA MRNA	
MARINA MRNA MARINE	MRNA MRNE
MARINA MRNA	

	Postal
Common	Service
Presentation	Standard
MARITIME	MRTM
MRTM	
MARKET	MKT
MKT	
MRKT	
MARKETER	MRKTR
MRKTR	
MARKETING	MKTG
MKT	
MKTG	
MKTING	
MKTNG	
MRKT	
MRKTG	
MARKETPLACE	MRKTPLC
MRKTPLC	
MARKING	MKG
MKG	
MARSHALL	MRSHLL
MRSHLL	
MASON	MSN
MSN	
MASONIC	MSNC
MSNC	
MASONRY	MASON
MASON	
MSN	
MASTER	MSTR
MSTR	
MATERIAL	MTRL
MATL	
MTL	
MTRL	
MATERIEL	MATL
MTREL	
MATERNITY	MTRNTY
MTRNTY	
MATTRESS	MATRS
MAT	MATTIO
MATRS	
MATT	
MATTRS	
MAYOR	MAY
MAY	ma i
MYR	
MEADOW	MDWS
MDW	1710110
MEASURE	MSR
MSR	INIOU
141011	<u> </u>

	Postal
Common	Service
Presentation	Standard
MEASUREMENT	MSRMNT
MEASUREMNT	
MSRMNT	
MECHANIC	MECH
MCHNC	
MECH	
MECHANICAL	MECHL
MECH	
MECHL	
MEDIA	MEDIA
MED	
MEDICAL	MEDCL
MDCL	
MED	
MEDCL	
MEDIC	
MEDL	
MEDICAMENT	MEDCMNT
MEDCMNT	
MEDICINE	MEDCN
MED	
MEDCN	
MEDIUM	MEDM
MED	
MEDM	
MEETING	MTG
MTG	
MELANGE	MLNG
MLNG	
MEMBER	MBR
MBR	
MEMBERSHIP	MBRSHP
MBRSHP	
MEMBRANE	MBRM
MBRM	
MEMORANDUM	MEMO
MEMO	
MEMORIAL	MEML
MEM	
MEML	
MEMRL	
MEMORY	MEM
MEM	
MENNONITE	MENIT
MENIT	
MENTAL	MNTL
MENT	
MNTL	
	_1

	Postal
Common	Service
Presentation	Standard
MERCANTILE	MERCTL
MERC	
MERCTL	
MERCHANDISE	MDSE
MDSE	
MERCHANDISER	MRCHNDSR
MRCHNDSR	
MERCHANDISING	MDSNG
MDSNG	
MERCH	
MHDSG	
MERCHANT	MRCHNT
MCHNT	
MRCHNT	
MERCURY	MERC
MERC	
MERIDIONAL	MRDNL
MRDNL	
METAL	METL
MET	
METL	
MTL	
METALLIZING	MTLNG
MTLNG	
METALLURGICAL	METLLRGCL
MET	
METLLRGCL	
METALLURGIST	METLLRGST
MET	
METLLRGST	
METALLURGY	MTLGY
MTLGY	
METEOROLOGIST	METRLGST
MET	
METRLGST	
METHOD	METH
METH	=
METHODIST	METHDST
METH	
METHDST	
METRIC	MTRC
MTRC	
METROPOLITAN	METRO
METRO	METTIO
MEXICAN	MEX
MEX	IVIEA
	MCD
MICRO MCR	MCR
	MODRICY
MICROBIOLOGY	MCRBLGY
MCRBLGY	

	Postal
Common	Service
Presentation	Standard
MICROCOMPUTER	MCRCMPTR
MCRCMPTR	
MICRO	
MICRODATA	MCRDT
MCRDT	WORDT
	140051.050110
MICROELECTRONIC	MCRELCTRNC
MCRELCTRNC	
MICROFICHE	MCRFCH
MCRFCH	
MICROWAVE	MCRWV
MCRWV	
MIDDLE	MID
MID	
MIDL	
MIDLAND	MDLND
	MIDEND
MDLND	MDOURE
MIDSHIPMAN	MDSHPMN
MDSHPMN	
MIDTOWN	MDTWN
MDTWN	
MIDWAY	MDWY
MDWY	
MIDWEST	MDWST
MDWST	
MIDWST	
MIDWESTERN	MDWSTRN
MDWSTRN	MDWSTRN
MILIEU	ML
ML	
MILITARY	MLTRY
MLTRY	
MILLINERY	MILNRY
MLY	
MILLING	MIL
MIL	
MILLWORK	MLLWK
	IVILLANK
MLLWK	
MINERAL	MNRL
MIN	
MNRL	
MINIATURE	MINI
MINI	
MINING	MIN
MIN	
MINNG	
MINISTER	MINSTR
MNTR	
	MNCTDV
MINISTRY	MNSTRY
MNSTRY	

	Postal
Common	Service
Presentation	Standard
MINISCULE	MNSCL
MNSCL	
MIRROR	MIR
MIR	
MISCELLANEOUS	MISC
MISC	
MISSILE	MIS
MIS	
MISSION	MSSN
MSN	
MSSN	
MISSIONARY	MSSNRY
MSSNRY	
MISTER	MR
MR	
MIXED	MXD
MXD	
MIXING	MIX
MIX	
MOBILE	MBL
MBL	
MO	
MOB	
MOCCASIN	MOC
MOC	
MODEL	MDL
MDL	
MODERN	MOD
MDRN	
MOD	
MOLDED	MLD
MLD	
MOLDING	MLDG
MLDG	MONOTON
MONASTERY	MONSTRY
MONSTRY	
MONEY	MNY
MNY	
MONITORING	MNTRNG
MNTRNG	
MONOGRAM	MNGRM
MNGRM	
MONTHLY	MNTHLY
MNTHLY	
MONUMENT	MNMT
MNMT	
MONU	
MOOSE	MSE
MSE	

Common Presentation Standard Service Standard MORTGAGE MORTG MORTGE MRTG MORTGE MRTG MRTGE MTG MTGE MTGE MTGE MTGE MTGE MTGE MT		
Presentation Standard MORTGAGE MORTG MORTGE MRTGE MRTGE MTG MTGE MTGE MTGE MTGE MORTICIAN MORT MORTUARY MORTUARY MOSAIC MSC MOTEL MTL MTL MOTHER MTHR MOTIF MOTION MOTN MOTN MOTN MOTN MOTN MOTN MOTN MO		Postal
MORTGAGE MORTG MORTGE MORTGE MORTGE MORTGE MITG MITGE MORTICIAN MORT MORTUARY MORTLUARY MITHY MOSAIC MOSC MSC MOTEL MIL MOTHER MITH MOTHER MITH MOTIF MITF MOTION MOTN MOTN MOTN MOTN MOTOR MITR MOTORCYCLE MICYC MOULDING MLDNG MLDNG MOUNT MIT MOUNTIN MOTN MOTN MOTN MOTN MOTN MOUNTIN MOUNTIN MOUNTIN MOVER MVR MOVER MVR MOVE MOVE MOVE MOWER MOW		
MORTGE MORTGE MORTGE MORTGE MORTGE MORTGE MORTGE MORTGE MORTICIAN MORT MORT MORTUARY MORTLY MOSAIC MOSC MOSC MOTEL MITL MOTHER MOTHER MOTHER MOTHER MOTIF MOTON MOTON MOTON MOTON MOTON MOTON MOTOR MOTOR MOTOR MOULAGE MLG MOULDING MLDNG MOUNT MOUNT MOUNT MOUNT MOUNT MOUNT MOUNT MOVEMENT MOVER MOVE MOVE MOVE MOVE MOVE MOVE MOWR MOWR MOWR MUSTIC MOULER MOVE MOVE MOVE MOVE MOVE MOVE MOVE MOVE	Presentation	Standard
MORTGE MRTG MRTGE MRTGE MTG MTGE MORTICIAN MORT MORTUARY MRTRY MOSAIC MSC MOTEL MTL MTL MOTHER MTHR MOTHER MTHR MOTION MOTN MOTN MOTN MTN MOTOR MTR MTR MOTORCYCLE MTCYC MOULAGE MLG MOULDING MUDNG MUDNT MTN MOUNTIN MTN MOUNTIN MTN MOVEMENT MOVER MVR MOVE MOVE MOVE MOVE MOVE MOVE MOVE MOWER MWR MUFFLER MOWER MMR MOMER MUST MOMORT MOMOTE MOVE MOVE MOVE MOVE MOVE MOVE MOVE MOV	MORTGAGE	MRTG
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NATURAL	NTRL
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NATURALLY	NTRLLY
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NAUTICAL	NTCL
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NAVAL	NVL
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NAVEL	NVEL
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NAVIGATION	NVGTN
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NAZARENE	NAZ
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NECESSITY	NEC
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OVERHEAD	OVRHD
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OVERSIGHT	OVRSGHT
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OWNER	OWNR
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PACIFIC	PAC
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PACKAGE	PKG
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PARTNER	PRTNR
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PARTY	PTY
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PASSENGER	PSSGR
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RAINBOW	RNBW
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READABLE	RDBL
RDBL	
READY	RDY
RDY	
REALTOR	RLTR
RLTR	
REALTY	RLTY
RLTY	
REBUILDER	RBLDR
RBLDR	
RECEIPT	RECPT
REC	
RECP	
RECPT	
RECEIVABLE	RCVBL
RCV	
RECEIVE	RCV
RCV	
RECEIVED	RCVD
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RECEIVING	RCVNG
RCVNG	
RECONSTRUCTIVE	RECNSTRCTV
RECNSTRCTV	
RECORD	REC
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RECOVERY	RECVY
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REFRIGERATOR	RFRG
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REGION	REGN
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REGISTRY	RGSTY
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REHABILITATION	REHAB
REHAB	HEHAD
RELATED	RLTD
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RELATION	REL
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RELIABLE	RELI
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RELOCATION	RLCTN
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REPORT	REPT
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REPRESENTATIVE	REP
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RESOURCE	RESRC
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RSCE	
RSRC	
RESPONSIBLE	RESP
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RESTAURANT	RSTRNT
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RESTORATION	RESTOR
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RETAIL	RTL
RTL	
RETAILER	RET
RET	

	Postal
Common	Service
Presentation	Standard
RETARDATION	RTRDTN
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RETIRED	RTRD
RET	
RTRD	
RETIREMENT	RTRMNT
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REVEREND	REV
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RURAL	RUR
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SAFETY	SFTY
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Common	Service
Presentation	Standard
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SLN	
SLON	
SALVAGE	SLVG
SALV	
SLVG	
SALVATION	SLVTN
SLVTN	
SANDWICH	SNDWCH
SAND	
SNDWCH	
SANITARY	SANI
SANI	
SANITATION	SANITN
SANI	
SANITN	
SATELLITE	SAT
SAT	
SATISFACTION	STSFCTN
STSFCTN	
SAVINGS	SVNGS
SAV	
SAVE	
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SCHOOL	SCHL
SCH	
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SCIENCE	SCI
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SCIENTIFIC	SCNTFC
SCI	
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SCIENTIST	SCNTST
SCNTST	
SCREEN	SCRN
SCRN	
SEAFOOD	SEAFD
SEAFD	
SEAMAN	SMN
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SEASON	SN
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SECOND	2ND
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	Postal
Common	Service
Presentation	Standard
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SECL	
SECRETARY	SECY
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SECTY	
SECY	
SECTION	SECT
SCTN	
SECT	
SECTIONAL	SECTL
SECT	
SECTL	
SECURITY	SEC
SCRTY	
SEC	
SEMINARY	SMRY
SMRY	
SENATOR	SEN
SEN	
SENIOR	SR
SR	
SENSORY	SNSRY
SNSRY	
SEPTIC	SPTC
SPTC	
SERGEANT	SGT
SEGT	
SERGNT	
SG	
SGT	
SERIAL	SER
SER	
SERVICE	SVC
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SERV	
SERVIC	
SRV	
SV	
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SVCE	
SEVENTH	7TH
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SEWING	SEW
SEW	
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	Postal
Common	Service
Presentation	Standard
SHADE	SHD
SHD	
SHEAR	SHR
SHR	
SHEET	SHT
SHT	
SHELL	SHL
SHL	
SHERIFF	SHER
SH	
SHER	
SHERIF	
SHIELD	SHLD
SHLD	
SHIFT	SHFT
SHFT	
SHIPBUILDING	SHIPBLDG
SHIPBLDG	
SHIPPING	SHIPG
SHIPG	
SHPNG	
SHOPPE	SHP
SHP	
SHOPPING	SHPG
SHOPG	
SHORE	SHOR
SHOR	
SHR	
SHOWCASE	SHWCS
SHWCS	
SIDING	SIDE
SIDE	
SILVER	SLVR
SLVR	
SILVERPLATING	SILPLTG
SILPLTG	
SILVERWARE	SILWR
SILWR	
SISTER	SIS
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SR	
SIXTH	6TH
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SKILL	SKLL
SKLL	
SMALL	SM
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Common	Service
Presentation	Standard
SMELTING	SMELT
SMELT	
SOCIAL	SCL
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SOCIETY	SCTY
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SOC	
SOFTWARE	SFTWR
SFTWE	
SFTWR	
SOFT	
SOLAR	SLR
SLR	
SOLICITOR	SOLCR
SOLCR	002011
SOLID	SLD
SLD	SLD
SOLUTION	CLTN
SULUTION	SLTN
	ON ID
SOUND	SND
SND	
SOURCE	SRC
SRC	
SOUTHERN	STHRN
STHRN	
SOUTHSIDE	STHSD
STHSD	
SOUVENIR	SUV
SUV	
SPACE	SP
SP	
SPC	
SPECIAL	SPEC
SPCL	
SPEC	
SPECIALIST	SPCLST
SPCLST	
SPEC	
SPECIALIT	
SPECIALTY	SPCLTY
SPC	
SPCLT	
SPCLTY	
SPEC	
SPECIFICATION	SPCFCTN
SPCFCTN	
SPECTRUM	SPECT
SPECT	
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	Postal
Common	Service
Presentation	Standard
SPEED	SPD
SPD	
SPEEDOMETER	SPDMTR
SPDMTR	
SPEEDY	SPDY
SPDY	
SPONSOR	SPON
SPONG	
SPONSORING	SPONG
SPORT	SPRT
SPRT	
SPT	
SPORTING	SPORT
SPORT	
SPRTG SPTG	
	ODODTOWD
SPORTSWEAR	SPORTSWR
SPORTSWR	000
SPRING SPG	SPG
SPNG	
SPRNG	
SPRINKLER	SPRINK
SPRINK	J. Trillik
SQUARE	SQ
SQ	54
STABLE	STBL
STBL	5.52
STAFF	STAF
STAF	
STAINLESS	STNLS
STNLS	
STAMP	STMP
STMP	
STAMPING	STAMPG
STAMPG	
STANDARD	STAND
STAND	
STD	
START	STRT
STRT	
STATE	STAT
ST	
STAT	
STATION	STA
STA	
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STATIONER	STATNR
STATNR	

	Postal
Common	Service
Presentation	Standard
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STEAM	STM
STM	
STEEL	STL
STL	
STEREO	STER
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STERLING	STRLNG
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STOCK	STCK
STCK	
STOCKHOLDER	STCKHLDR
STCKHLDR	STORTLEDIN
	OTI()/D
STOCKYARD	STKYD
STKYD	
STONE	STN
STN	
STORAGE	STGE
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STORE	STR
STR	
STOREKEEPER	STRKP
STRKP	
STRATEGIC	STRTGC
STRTGC	SINIGO
	OTDET
STREET	STRET
ST	
STRET	
STRT	
STRUCTURAL	STRL
STRL	
STRUCTURED	STRCTRD
STRCTRD	
STUDENT	STDNT
STDNT	
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STUDIO	STD
STD	
STUDY	STUD
STUD	3100
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STUFF	STFF
STFF	

	Postal
Common	Service
Presentation	Standard
STYLE	STYL
STYL	
STYLING	STYLG
STYL	
STYLG	
STYLIST	STYLST
STYL	011201
STYLST	
	CURCOR
SUBSCRIPTION	SUBSCR
SUB	
SUBSC	
SUBSCR	
SUBSCRON	
SUBSIDIARY	SUBY
SUB	
SUBY	
SUBSTANCE	SBSTNC
SBSTNC	
SUBSTITUTE	SUB
SUB	
SUBURBAN	SUBN
SUB	002.1
SUBN	
SUBWAY	SBWY
SBWY	SDWT
	0110
SUGAR	SUG
SUG	
SUITE	STE
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SUMMIT	SMT
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SUNDRY	SNDRY
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SUNRISE	SNRS
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SUPERINTENDENT	SUPT
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	Postal
Common	Service
Presentation	Standard
SUPERMARKET	SPRMRKT
SPRMKT	
SPRMRKT	
SUPERVISING	SUPVG
SPVNG	
SUPVG	
SUPERVISION	SUPRVSN
SUPRVSN	
SUPERVISOR	SUPVSR
SPV	JUPVON
SPVR	
SPVSR	
SUPER	
SUPV	
SUPVR	
SUPVSR	
SUPERVISORY	SUPVRY
SUPVRY	
SUPPLY	SUPL
SPLY	
SUP	
SUPL	
SUPLY	
SUPPORT	SPPRT
SPPRT	
SPRT	
SUPREME	SPRM
SPRM	
SURFACE	SURFC
SRFC	
SURFC	
SURGEON	SRGN
SRGN	
SURGERY	SURG
SRGRY	Cond
SURG	
SURGY	
SURGICAL	SURGCL
SURGCL	SURGUL
SURPLUS	SURPL
SRPLS	
SURPL	
SURVEY	SRVY
SRVY	
SURVEYOR	SURVYR
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SUSPENSION	SUSPNSN
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SWEEP	SWP
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TELECOMMUNICATION TELCOMMN TELECOM TELECOMM TELECOMM TELEGRAPH TELG TELEMARKETING TELMARKETING TELMARKETING TELMARKETING	TECHLGY	
TELCOMMN TELECOM TELECOMM TELEGRAPH TELG TELEMARKETING TELMKTG	TECHNOL	
TELCOMMN TELECOM TELECOMM TELEGRAPH TELG TELEMARKETING TELMKTG	TELECOMMUNICATION	TELECOM
TELECOM TELECOMM TELEGRAPH TELG TELEMARKETING TELMKTG		
TELECOMM TELEGRAPH TELG TELEMARKETING TELMKTG		
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TELEMARKETING TELMKTG		
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Common	Service
Presentation	Standard
TELEPHONE	TEL
PHONE	
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TELETYPE	TLTYP
TLTYP	
TELEVISION	TV
TV	
TELEX	TLX
TLX	
TEMPERATURE	TEMP
TEMP	
TEMPLE	TMPL
TMPL	=
TEMPORARY	TEMPY
TEMP	12111111
TEMPY	
TENNIS	TEN
TEN	IEN
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TENTH X	10TH
10TH	
	TDMM
TERMINAL	TRMNL
TRML	
TRMNL	
TERMITE	TRMT
TRMT	
TERRACE	TER
TER	
TERR	
TESTING	TEST
TEST	
TSTG	
TEXTILE	TXTL
TEX	
TXTL	
THEATRE	THTR
THTR	
THEATRICAL	THEA
THEA	
THTRCL	
THERAPIST	THRPST
THRPST	
THERAPY	THRPY
THRPY	<u></u>
THING	THNG
THNG	
THIRD	3RD
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	Postal
Common	Service
Presentation	Standard
THREAD	THD
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THRIFT	THRFT
THRFT	
THRIFTY	THRFTY
THRFT THRFTY	
THRUWAY	THRWY
THRWY	INNWI
TIMBER	TMBR
TMBR	INDR
TITLE	TITL
TITL	"""
TTL	
TOBACCO	ТОВ
TOB	108
TOILET	TOIL
TOIL	TOIL
TOTAL	TTL
TTL	''-
TOUCH	TCH
TCH	10.1
TOWER	TWR
TWR	
TOWING	TOW
TOW	1
TOWN	TWN
TWN	
TOWNE	TWNE
TWN	
TWNE	
TOWNSHIP	TWP
TWNSHP	
TWP	
TRACTOR	TRCTR
TRCTR	
TRADE	TRD
TRD	
TRADESMAN	TRDSMN
TRDSMN	
TRADING	TRADE
TRADE	
TRDG	
TRAFFIC	TRFC
TRFC	
TRAIL	TRL
TRL	
TRAILER	TRLR
TRLR	
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Common	Service
Presentation	Standard
TRAINEE	TRN
TRN	
TRAINER	TRNR
TRNR	
TRAINING	TRAIN
TRAIN	
TRNG	
TRANSFER	TRNSFR
TRANSF	
TRNSFR	
TRANSFORMER	TRANSFRMR
TRANS	
TRANSFRMR	
TRANSIT	TRAN
TRAN	
TRNST	
TRANSMISSION	TRANS
TRANS	
TRANSM	
TRANSMSSN	
TRANSPORT	TRNSPRT
TRANS	
TRNSPRT	
TRNSPT	
TRANSPORTATION	TRNSPRTN
TRANSP	
TRNSP	
TRNSPRTN	
TRNSPTN	
TRAVEL	TRVL
TRVL	
TREASURE	TREAS
TREAS	
TREASURER	TRES
TR	
TREA	
TREAS	
TRES	
TRS	TDODY
TREASURY	TRSRY
TRSRY	TOTANE
TREATMENT	TRTMNT
TRTMNT	
TRIANGLE	TRI
TRI	
TRINITY	TRNTY
TRNTY	
TRIPLE	TRPL
TRPL	

	Postal
Common	Service
Presentation	Standard
TROOPER	TRPR
TRPR	
TROPHY	TROPH
TROPH	
TROPICAL	TRPCL
TRPCL	
TRUCK	TRCK
TRCK	
TRUCKING	TRCKNG
TRCKG	
TRCKNG	
TRUST	TRST
TR	
TRST	
TRUSTEE	TR
TR	
TRSTE	
TURNPIKE	TPKE
TPK	
TPKE	
TYPESETTING	TYPSG
TYPSG	
TYPEWRITER	TYPWRTR
TYPTR	
TYPWRTR	
UNDERGRADUATE	UNDGRAD
UNDGRAD	
UNDERGROUND	UNDGRD
UNDGRD	
UNDERWEAR	UNDWR
UNDWR	
UNDERWRITER	UNDERWRTR
UNDERWRTR	
UNDRWRTR	LINDEDWINEN
UNDERWRITING	UNDERWRTNG
UNDERWRTNG	LINEDA
UNIFORM	UNFRM
UNF	
UNFRM	
UNIF	LINI
UNION	UN
UN	LINO
UNIQUE	UNQ
UNQ	LINTO
UNITED	UNTD
UNTD	110
UNITED STATES	US
US	
UNITED STATES OF AMERICA	USA

	Postal
Common	Service
Presentation	Standard
UNIVERSAL	UNIVRSL
UNIV	
UNIVRSL	
UNIVERSITY	UNIV
UNIV	
UNLIMITED	UNLTD
UNLTD	
UPHOLSTERER	UPHLR
UPHLR	
UPHOLSTERING	UPHLSTRNG
UPHLSTR	
UPHLSTRNG	
UPHOL	
UPHOLSTERY	UPHLSTRY
UPHL	
UPHLSTRY	
UPHOL	
URANIUM	URNM
URNM	
UROLOGY	URO
URO	
UTILITY	UTLTY
UTLTY	
UTILIZATION	UTLZTN
UTLZTN	
VACUUM	VCM
VAC	
VCM	
VALLEY	VLY
VALLY	
VLLY	
VLY	
VALUE	VAL
VAL	
VARIETY	VRTY
VAR	
VRTY	
VAULT	VLT
VLT	
VEGETABLE	VEG
VEG	
VEHICLE	VEHIC
VEHIC	
VEHK	
VENDING	VNDNG
VEND	
VNDNG	
VENTILATING	VENT
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	Postal
Common	Service
Presentation	Standard
VETERAN	VETRN
VET	
VETRN	
VETERINARIAN	VET
VET	
VETRN	
VETERINARY	VETRNRY
VET	
VETRNRY	
VIADUCT	VIA
VIA	
VICE	V
V	
VICTORY	VCTRY
VCTRY	
VIDEO	VID
VID	
VIKING	VKG
VKG	
VILLAGE	VLG
VLG	
VISION	VSN
VSN	
VISITING	VSTNG
VSTNG	
VISITOR	VSTR
VSTR	
VISTA	VIS
VIS	
VISUAL	VISL
VIS	
VISL	WOON
VOCATION	VOCN
VOCATIONAL	VOCNL
VOCATIONAL VOCNL	VOCINE
VOLUME	VOI
VOLUME	VOL
VOLUNTARY	VOLNTRY
VOLUNTARY	VOLININI
VOLNTRY	
VOLUNTEER	VOLNTR
VULCANIZATION	VULCN
VULCN	102014
VUCANIZING	VULC
VULC	1020
WALKWAY	WLKWY
WLKWY	
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	Postal
Common	Service
Presentation	Standard
WALLPAPER	WLPAPER
PAPER	
WLPAPER	
WLPR	
WARDEN	WRDN
WRDN	
WAREHOUSE	WRHSE
WHSE	
WRHSE	
WAREHOUSING	WHSNG
WHSNG	
WARRANT	WRRNT
WRRNT	
WASHING	WSHG
WSHG	
WASTE	WST
WST	
WASTEWATER	WSTWTR
WSTWTR	
WATER	WTR
WTR	
WEBER	WBR
WBR	
WEIGHT	WGHT
WGHT	
WT	
WELDING	WELD
WELD	
WLDG	WOTEN
WESTERN	WSTRN
WSTRN	WOTOD
WESTSIDE	WSTSD
WSTSD	
WHEEL	WHL
WHL	W## B
WHEELER	WHLR
WHLR	\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\
WHITE	WHT
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WHOLESALE	WHOL
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WHOLESALER WHSLR	WHSLR
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WINDOW	WNDW
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	Postal
Common	Service
Presentation	Standard
WIRING	WIRG
WIRG	
WITNESS	WTNS
WTNS	
WOMEN	WMN
WM	
WMN	
WOODWORK	WOODWK
WOODWK	
WOODWORKING	WOODWKG
WDWKG	
WOODWKG	
WOOLEN	WOOL
WOOL	
WORKER	WRKR
WKR	
WRKR	
WORKING	WKG
WKG	
WORKSHOP	WRKSHP
WRKSHP	
WORLD	WLD
WLD	
WRLD	
WORLDWIDE	WRLDWD
WRLDWD	
WRECKER	WRCKR
WRCKR	
WRECKING	WRCKG
WRCKG	
WRITER	WRTR
WRTR	
YACHT	YCHT
YCHT	
YELLOW	YLW
YLW	
YOGURT	YGRT
YGRT	
YOUNG	YNG
YNG	
YOUTH	YTH
YTH	
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Appendix H

Standard Abbreviations for Spanish-Language Addresses

In many areas of the country, street names are influenced by Hispanic culture. In these areas, Spanish prefix words such as *AVENIDA*, *CALLE*, and *CAMINO* are frequently used as the first word of the street name and often combined with prepositional phrases such as *de*, *la*, *de las*, and the noun they are describing. For example, *AVENIDA DE LA ESTRELLA* and *CAMINO DE LAS VILLAS* are Hispanic words called *prefixes* because they normally occur at the beginning of the street name, while the English translation would be placed as a suffix in an address.

When the number of characters available for output on a mailpiece is restricted by the size of the label or other considerations, abbreviations and other data compression methods are frequently employed. While it is the preference of the Postal Service that all words in a mailing address appear fully spelled out, this section is intended to provide a set of standard abbreviations to be used when mailers encounter the following Spanish prefixes in the delivery address line and there is a need to compress the output to the mailpiece.

Spanish Prefix	Standardization	English Translation
AVENIDA	AVE	Avenue
CALLE	CLL	Street
CAMINITO	CMT	Little Road
CAMINO	CAM	Road
CERRADA	CER	Closed
CIRCULO	CIR	Circle
ENTRADA	ENT	Entrance
PASEO	PSO	Path
PLACITA	PLA	Little Plaza
RANCHO	RCH	Ranch
VEREDA	VER	Small Path
VISTA	VIS	View

Note: The English translation is provided for information only. Do not replace the Spanish words with the English translation!

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