

## STANDARDS BOARD

6 July 2004

(Agenda item 10)

### Request for update to S42-4, International Postal Address Components and Templates

<b>1 Subject</b>	<b>References/Paragraphs</b>
Request for update to S42-4, International Postal Address Components and Templates	1 - 2
<b>2 Decision expected</b>	
Approve the update to S42-4.	3

#### I. Background

1 The Universal Postal Union (UPU) international address standard, International Postal Address Components and Templates, designated as UPU S42, was approved at Status 1 by the UPU Standards Board 3 February 2002 in Brussels. The request was submitted by POST\*Code SPT 2. The approved document had version number S42-3.

2 Since the SB meeting in Brussels the working group has been working on further development of S42. Based on the experience gained during development of new templates and tests, several changes to S42 have been proposed. Changes and additions are shown in detail in the attached Annex 1.

#### II. Decisions requested

3 The SB is requested to approve the update to S42-4 as proposed in Annex 3.

#### Annexes:

Annex 1: Summary of changes

Annex 2 Test Report

Annex 3 S42-4 Draft A

## Summary of changes for UPU standard S42 since approved version S42-3 (status 1) by Standards Board 3 February 2004 in Brussels.

Since the SB meeting in Brussels the working group has been working on further development of S42. Underneath is a summary of the most important changes and additions.

Section	Changes / Additions
All sections	In reaction to the CEN comments, the instances of “must”, which is a deprecated word in standards and many instances of “may”, which can be ambiguous, have been changed.
2 Normative references	The UPU Standards Glossary was added to the normative references.
3 Terms and definitions	<i>Added:</i> For the purposes of this standard, the definitions in ENV 13712 <u>and/or the UPU Standards Glossary</u> apply with the following additions and exceptions
3.20 postal address element	Changed definition: basic entity of a <b>postal address</b> that has a well-defined meaning and representation and has significance for customer or postal processing purposes
5.1.1 addressee specification	Note 3 was deleted due to contradiction with Note 5 in 3.2 <b>addressee</b> , which was added in the previous approved version
5.3.2 building/construction	Changed name of element from <b>building/construction</b> to <b>building/construction indicator</b>
5.3.2 building/construction	Note added: <i>This element comprises the element sub-types preceding building/construction indicator and succeeding building/construction indicator.</i>
5.3.12 floor	Note added: <i>This element comprises the element sub-types floor type and floor indicator.</i>
5.3.14 function	Note 2 added: <i>If there is a function, it implies that there is also an organization even though an organization might not be present in the address.</i>
5.3.29 stairwell	Due to deeper analysis of French addresses a new element was added: <b>stairwell</b> postal address element indicating access to <b>floor</b> or <b>door</b> within a <b>building</b> and/or <b>construction</b>  <i>NOTE: This element comprises the element sub-types stairwell type and stairwell indicator.</i> <i>EXAMPLE: Escalier.</i>
5.3.37 thoroughfare type	Note 4 added: <i>This element comprises the element sub-types preceding thoroughfare type and succeeding thoroughfare type.</i>
5.3.39 wing	Note added: <i>This element comprises the element sub-types wing type and wing indicator.</i>
5.5 Postal address element and element sub-type synonyms	Due to the fact that Annex B, registry of synonyms, was deleted, this section was deleted as well.
6 Postal address element and element sub-type codes	The following identifiers to the second level have been added: 38 sector type 39 sector indicator 40 stairwell type
7 Postal address templates	The following combination of symbols has been added: !...! comment

Section	Changes / Additions
8 Rendition Instructions	Last paragraph informing about current state of work on country templates has been removed.
9.4.3 Rules and procedures for external observers	In order to clarify the procedure, the last paragraph has been changed: Any request to become an observer in the maintenance group should be submitted in writing to the Chairman of the group. The request should be accompanied by appropriate motivation and information about the organisation. The request will be tabled for approval by the next meeting of the maintenance group. Once approved, the organisation may participate as an observer in the meetings of the maintenance group.
Annex A Registry of element and element sub-type codes	The Annex has been updated in accordance with the changes/additions in the elements and element sub-types.
Annex B Registry of synonyms	This Annex has been deleted as a result of discussions during the Standards Board on 3 February 2004 and due to discussions within the working group. The former Annex C now becomes Annex B.
Annex B Postal address templates	Definitions of template descriptions (natural language and XML) have been added.
Annex B Postal address templates	The Annex has been updated in accordance with the changes/additions/progress in the postal address templates and address examples The former Annex D now becomes Annex C
Annex C Postal address rendition instructions	General rendition instructions have been added in accordance with the discussions during the Standards Board on 3 February 2004
Annex E Registry of cross references	This Annex has been deleted as a result of discussions during the Standards Board on 3 February 2004 and due to discussions within the working group. The former Annex F now becomes Annex D.
Annex D Extension of the specification	Revised section D1: In the component structure used in this standard, the postal address elements correspond to the lowest level of component which it is considered useful to distinguish in address representations. The defined postal address elements have been chosen to represent the lowest level breakdown which is currently believed to be relevant to postal and postal address processing. In order to fulfil the needs regarding multiple occurrences of elements and technical needs such as matching to postal address database fields, the standard defines postal address element sub-types.
Annex D Extension of the specification	Revised section D2: Certain of the terms, and in particular the terms <b>address, addressee, delivery, delivery address, delivery point, forwarding address, mail originator, mail recipient, mailee, mailer, postal address, poste restante</b> and <b>return address</b> should preferably be defined in ENV 13712 and/or the UPU Standards Glossary. They are defined herein either because they are not included in the present version of ENV 13712 or the UPU Standards Glossary, or because the definition in the present version of ENV 13712 or the UPU Standards Glossary is considered to be inadequate for the purposes of this standard.
Bibliography	The bibliography has been edited in compliance with other UPU standards.

## **REPORT ON TESTING OF UPU STANDARD S42**

### **1 Overview of standard**

The Universal Postal Union (UPU) international address standard, “International Postal Address Components and Templates”, designated as UPU S42, was approved at Status 1 by the UPU Standards Board in February 2004. The S42 standard was developed in the UPU POST\*Code group under the leadership of Guy Goudet and in its technical committee led by Ruth Jones of USPS. The updated version of the standard currently submitted to the UPU SB for review is S42-4.

The standard is based upon a comprehensive list of name and address elements that originated in the work of a technical committee of the European standardization organization CEN. The technical committee was led by Holger Wandt, who has continued this work with the POST\*Code group. The CEN has an agreement with the UPU to work together on postal standards. These elements define the smallest meaningful parts of names and addresses. The set of elements has been sufficient to represent names and addresses in a number of non-European countries, including the US, taking account of some terminological differences. Recently, the POST\*code group designated several new address elements to represent addressing based on sectors as found in Brazil and Japan. The set of elements is useful in its own right as a basis for efficient design of international address databases.

A second major concept within UPU S42 is the address template, which describes unique combinations and orderings of elements, or in more general terms, address types, within a country. Templates in UPU S42 are described both in a natural language notation and using an XML format. There is a high degree of consistency between the natural language template (NLT) notation and the XML format known as the Postal Address Template Description Language (PATDL). The NLT is intended to be human readable, while the PATDL template is intended as input to software systems, and contains some additional information not included in the NLT. PATDL supports branching based on field values, business rules, decision tables, or other defined algorithms. Templates refer to elements by their names or by using codes assigned by the UPU, and can also utilize externally defined elements or code sets. By using the templates, the names and addresses can be stored in a permanently parsed format and reconstituted when necessary according to the requirements of a specific situation.

The third major part of the standard has to do with rendition, or the production of addresses on an output medium such as an address label or a computer display screen. Included in the standard is a registry of rendition instructions, which can be formatting rules for final presentation, including abbreviation and prioritization of data elements when there are constraints on available space, and upstream procedures designed to govern the rendition process as a whole, to decide among alternatives, or to implement user preferences. A simple example of rendition instructions is the formatting of a postal code, while a more complex example is the determination whether an USPS address should be considered as a rural route address type or a street address type.

Within a template an element such as the UPU “thoroughfare qualifier” may have multiple occurrences in different positions, such as pre-directionals and post-directionals in US addresses. Other elements such as the UPU “postcode” may need to be divided into parts in order to be properly rendered with appropriate punctuation. These situations have in common that they raise issues of cardinality not dealt with in the list of elements itself. The POST\*Code group agreed to define element sub-types in order to handle the issue of cardinality in both forms by making it possible to represent any multiplicity or subdivision of elements in the templates. In general, sub-types were introduced to meet technical needs such as template construction, rendition requirements, accurate representation of address instances and matching to postal database fields. These element sub-types are explicitly defined within the standard as the need for them is recognized.

Through surveys and discussions at the UPU, it has been learned that at least twenty countries either have or are developing a delivery point database. By this is meant a full definition of the specific addresses to which deliveries are made, without resort to summaries, range files, or other methods that cause loss of information about whether a certain set of address elements represents a complete and correct address. Without such a database, the technology that the UPU standard facilitates can only distinguish between addresses that might be valid and those that are definitely invalid. But with a delivery point database, the same technology can distinguish between the addresses that are valid and those that are invalid.

Currently fifteen countries have provided some or all of the materials needed to participate in the S42 process. These materials normally include mappings of elements, natural language documents, basic rendition rules, and sample addresses representing the known address types that involve different orderings of elements. There are two approaches to deriving the templates from the inputs provided. One is to translate directly from the rules provided by the country specialists, and this works if those rules are sufficiently precise and complete. The other is to generalize upward from the sample addresses to derive a template that can generate all the renditions correctly, and this produces useful results if the sample is sufficiently robust. Actually some combination of deductive and inductive approaches is needed in order to ensure that the template is capable of accomplishing the objective of properly formatting all syntactically valid addresses for the country.

#### Test procedures

The POST\*code work group designed procedures for testing the S42 standard that ensure that test results can be reproduced either during the same time period as the original test or at a subsequent time. The following is a summary of the main features of the test plan that has been in operation for more than a year:

- 1) The test plan encompasses the use of address elements and templates in reconstructing addresses from their smallest meaningful parts. It does not focus on issues related to final presentation on the mail piece under constraints on available space or on formats for data transmission using EDI or XML.
- 2) By address elements is meant name and address elements and their sub-types, but not mail production elements associated with business mailings.
- 3) By templates is meant ordered sequences of elements, representing constructs of affiliated elements, and ultimately physical address lines, which allow for the construction from the data elements of postal addresses which are, as far as possible, complete, correct, and deliverable.
- 4) The test plan must include multiple countries with some diversity in terms of language and address formats. However, participants may be involved in terms of a single country, or optionally multiple countries, and this aspect of the overall test plan may therefore be satisfied by the combined efforts of multiple participants.
- 5) The plan need not initially be comprehensive in covering all countries, languages, or scripts. In later stages of the development of the standard, the criterion of applicability across UPU countries with a complete set of languages and scripts will become more relevant.
- 6) For each country participating, the following are requirements, though there may be alternative ways to meet some of them other than what is projected in what follows:
  - a) A set of sample addresses must be selected. Insofar as it is a set of addresses as opposed to names and addresses, it should represent the expected different types of postal addresses. At least some of the addresses should include names, either of individuals, families or businesses. These must be derived in such a way as not to violate privacy regulations where applicable. Some artificial constructions or combinations may need to be utilized.

b) The name and address elements deployed should seek to be sufficient to encompass names and addresses generally in the test country. The elements used should be cross referenced to the S42 list, and though additions or differences are permissible, they should be documented.

c) An initial step in the process, which may be separated from other steps, is to parse the name and address data, if it is not obtained already parsed, into the set of elements. It is recognized that the further steps are to some extent dependent on the results of this step, and it is understood that any deficiencies in the later results may be traced back to doubtful outcomes at this stage. Therefore the results of parsing, however this may have been performed, should be available for later inspection as part of the evaluation of the overall results.

d) There must be a template or set of templates explicitly defined for the postal address formats used in the test country. These will ultimately be presented in S42 in the NLT and PATDL notations. Each of these forms of notation is documented within the standard. Often the process begins with a more informal notation or a set of business rules, and the templates are developed along the way.

e) The main phase of the test involves passing the parsed data through the templates to get a set of test results. These results should comprise an ordered presentation which enables each name and address to be evaluated separately from the others. Some sort of numbering system should be used to facilitate the evaluation process. The goal is not to achieve a final presentation of the address, but the results may reflect some basic aspects of rendition such as punctuation and spacing, and should show multiple name and address lines such as would be expected to appear on a mail piece.

f) The issue of evaluating the test results poses some challenges. Since the name and address combinations may be artificial constructs, actual mailing of test pieces cannot be contemplated. If the addresses have been derived from an address data base of delivery points maintained by a postal administration, there is the opportunity to compare the address renditions to the contents of the data base. However, if the postal data is not at the delivery point level, this comparison may be less than definitive.

g) It is the responsibility of addressing experts within each country and the participants in the POST\*Code process to participate in evaluating the results from each test country, and as objectively as possible, to identify deficiencies in the results. Further discussion may be necessary to evaluate whether the deficiency is best attributed to unrealistic or ambiguous input data, erratic parsing leading to data being misidentified, gaps in the list of elements, or inadequacy in the set of templates that are used.

h) The participants in the POST\*Code process are responsible for identifying any additions needed to the element list, improvements in the template notation, changes in specific templates, and definition of rendition instructions that may be needed as a result of testing. An iterative process may be necessary before the input data, elements, templates, rendition instructions, and output results are acceptable to the in-country addressing experts and at the same time consistent with the definition of the S42 standard and its components as it continues to develop.

### Results of testing

At this time the countries listed below have been tested, some multiple times. In each case, sample addresses were provided, templates were developed, tests were conducted by Lubenow and Associates, text output was derived, and a report of the results of testing was prepared. All these documents are on file with the UPU POST\*Code group and are available for inspection. To promote understanding, the reports describing the results of recent country based testing for several countries, including France, Morocco, United States, and Chile, are appended to this overall summary of the testing process.

### Countries tested to date

Brazil  
 Chile  
 Finland  
 France  
 Morocco (Arabic)  
 Morocco (French)  
 Netherlands  
 New Zealand  
 Portugal  
 United Kingdom  
 United States  
 Venezuela

Of the countries listed, templates for all except Portugal are included in S42-4. The templates for Portugal are in the process of being reviewed.

Three other countries have submitted sample addresses, and the process of developing templates in order to conduct testing is underway, but has not been completed at this time. These countries are Australia, Germany and Japan. The Czech Republic has also begun the process of submitting addresses. Canada and Sweden have agreed to participate.

As a general rule, the templates have been sufficient to resolve from 95% to 100% of the sample addresses by reconstituting them in a manner that matches the format supplied by the in-country experts. Analysis of situations in which the reconstitution does not match the expected results shows several possible causes of discrepancies. Examples include the inclusion in the sample addresses of address elements not brought forward into the supplied rendition, and the omission of elements from the mapping that are found in the supplied rendition. In some situations the sample addresses include two or more cases for which the mapping is such that unless further rules are elaborated, the template can resolve some of the cases correctly while resolving other cases incorrectly. There are also situations in which the rendition has not been fully specified by the in-country experts and the sample addresses are being reviewed in order to clarify the situation.

Templates produced for some countries have more complexity than those produced for other countries. It is difficult to define a non-arbitrary measure of template complexity, but one way to approach this issue is to count the main branches in the template for different segments of the address, such as the addressee/mailee segment, the delivery point specification segment, and the delivery point location segment, and to determine the maximum number of branches in any particular segment. Based on this measure, the initial template for the United Kingdom had forty branches, and the current version still has twelve branches. In contrast, the United States template has just three branches.

The work group has recently tightened the standard by defining the variations of addressee and mailee information that are encompassed within the standard. This has enabled the development of a "generic" addressee/mailee template segment that can be reused in part or in its entirety for the templates of many countries. This has increased the consistency of the templates and has made it possible to develop them more quickly than during the earlier testing when each case was treated as unique.

Testing has also made it possible to refine the template logic by streamlining the handling of situations in which a particular address element can occur in multiple positions based on the presence or absence of related information. For example, an explicit mailee role descriptor such as "care of" can be followed by the name of an individual, or the name of a business function, or the name of a business unit. As another example, a number can be associated with a building, or a thoroughfare, or a locality, and it may be possible to define a priority order describing which alternative is to be preferred if there are multiple elements with which the number could be associated.

In testing thus far, it has been possible to develop templates that handle the main address types and then, upon finding an exceptional case, to have some confidence that additional branches can be added to the template without reorganizing the entire logic of the affected segment. In other words, if the process has been carefully thought out, the template can be further differentiated by creating new branches at the extremities of the tree, rather than having to reorganize the tree structure. This means progress can be made incrementally toward the goal of representing all the syntactically valid addresses in the country. To facilitate this, it is helpful to define the criteria for the template branches unforgettingly, so that variations can be captured and analyzed rather than being handled by default logic. On the other hand, in a production environment, default logic with “catch-all” mechanisms may be a practical way to obtain usable results.

The results to date show that it is not a misnomer to refer to S42 as an example of a new approach to international address quality, with a defined vocabulary and a specific methodology, distinct from any earlier efforts toward the standardization of international addressing. It is fitting that this process should take place under the auspices of the Standards Board of the Universal Postal Union.

20 June 2004



## REPORT ON TEST 4 OF FRENCH ADDRESSES USING UPU STANDARD S42

Thanks to Bernard Rouille for approving the remapping of certain elements of the original spreadsheet file provided by Roland Clochard to make this fourth test possible.

The third test already was able to present the 150 sample address correctly, and this test was designed to maintain that level of accuracy while remapping the input addresses to achieve better standardization across multiple countries. The French template is now very similar to those of the Netherlands and Finland in its handling of addressee and mailee components. Furthermore, the templates now have a simpler structure in the address components due to the use of a new S42 element approved at the recent Memphis meeting.

The natural language template (NLT) has been modified to remain consistent with the PATDL template on any matters about which both have something to say. The templates are based primarily on the address samples, while more consistently taking into account patterns that are internationally recognized.

As an example where the template is taking into account recognized patterns, the addressee and mailee section has been developed using most but not all of the generic addressee/mailee section worked on in San Mateo. That section and the proposed S42-4 text make it explicit that there should be an individual addressee or an organizational addressee, but not both. To preserve that level of precision, when an individual addressee is specified by name or by function, an accompanying department name and organization name should be mapped as an implicit mailee using UPU elements from series "11". This form of implicit mailee can be distinguished from an explicit mailee, indicated with a role descriptor. In this fourth test, we now have both explicit and implicit mailee components in the sample addresses.

Attached are the modified input file PRINT-FRENCH-ADDRESS-13June04.xls and the test output file FR-OUTPUT-Test4.txt. The two template files are UPU-FR-PATDL.v.2.2.xml and UPU-FR-NLT.doc.

### I. Mapping Issues

Constructs such as "M OU MME" are now mapped to form of address (10.05) for the addressee. This allows for an explicit mailee as shown in cases 1 and 52, with "CHEZ" as the mailee role descriptor.

The new element stairwell (14.40) is now used for "ESCALIER", which had been one of several items mapped to wing (14.29). This simplifies the template by eliminating an entire choice block.

By mapping certain values of organization legal status to organization name, and letting those values which precede the organization name stay in organization legal status, the template is simplified and a rendition instruction has been eliminated.

### II. Template Design Issues

The PATDL facility for combining components from different logical lines into the same physical line was used for the first time in the third test to define how to put the name on the same line with the organizational unit to resolve a particular address (case 91). This issue has been considered beyond the scope of the current testing, but it was necessary to use this feature of PATDL to achieve the French goal of having all the addresses fit into six lines when correctly presented.

This is achieved by specifying that either preceding or succeeding mailee organizational unit can be combined on the same line with the name if necessary to present the address using a maximum of six lines. Case 91 has the preceding organizational unit on line 2 and the name on line 3 before the combination. After the combination, the name is on line 2 and comes before the organizational unit. This is not a simple wrapping up operation because the order of the elements

has been changed to reflect the general French preference for having more precise information precede less precise information on the same line.

In future testing, more cases requiring such advanced rendition techniques as combining and abbreviating are expected to be provided. At the same time, rules will have to be developed to indicate what combinations of components are allowed and, among these, which ones are relatively preferred to others.

Unlike several other countries, in France addresses can carry both a street address and a post office box at the same time. Sample addresses 86, 92 and 103 are three of many examples of this in the spreadsheet.

## REPORT ON TEST 5 OF UNITED STATES ADDRESSES WITH UPU STANDARD S42

The PATDL template was once again done with version 2.2, which supports migrating elements and the designation of both elements and components as required in context. The PATDL 2.2 template is shorter and more precise than its predecessor in handling the sixteen conditions in the decision table from which Holger's standard cases of mailee and addressee can be derived.

Following are some explanatory comments on the PATDL 2.2 template. The first line is for the mailstop, which the USPS prefers to see above the other information, even the addressee and mailee. The next six lines are a subset of a generic addressee and mailee section, without the preceding mailee organization. There are two choice blocks for mailee and addressee, one for an individual addressee, the other for an organizational addressee. In UPU S42, the addressee must be one or the other.

The line after that is for the urbanization, a type of district that occurs only in certain USPS addresses. There are three choice blocks for the next line after that, and though it may seem that there are two of which one is a subset of the other, that is not exactly correct, because the required elements are different. Specifically, the combination of elements for 13.19 and 13.20 is essential to the PO BOX line but might not always be present for the rural route line, or the military format that also uses the rural route line. After that, the postcode line is required and naturally the country line is optional.

The elements that are designated as required are required for different reasons. The mailstop element 12.33 and the district element 13.17 are required because if the corresponding lines were selected, they would be the only element on the line, and thus logically must be there. But the lines themselves are optional.

In the first choice block, the name line can be selected if any of its elements other than the role descriptor are present, so none of them can be considered required, while the function element 10.03 is syntactically required if that line is selected. The other lines are not required since any one of them may not be there in a given instance.

In the first variation of the second choice block, the thoroughfare name, which may contain a rural route or even a naval vessel, etc., as stored in the USPS database, is required. However, the trigger conditions to select this variation are more complex, including testing the town for "APO" or "FPO" or examining the thoroughfare name to see if it meets a "RuralRouteTypeTest". In the second variation, the delivery service type and indicator must both be present, or there is a missing data item. But we could test only one of the two elements. So here both elements are required, both for syntactic reasons, and at least one for operational reasons. In the third variation, certain elements are syntactically required, but not needed for the operational purpose of a trigger condition, since in the PATDL template the street address line is invoked as a default case. Alternatively, we could have tested elements 14.24 and 14.21 specifically, or tested for any of the elements on the line being present, in which case none would be considered as required. All the lines in the second choice block are required if selected, which means that nonstandard input such as a name and town without any rural route, post office box, or street information would be flagged as a warning in an implementation. If we changed the third variation of the choice block to test for the presence of data instead of making it a default case, then none of the three options in the block would be selected if there were no data present in any of the three lines, and then no warning message would be expected.

In the next line, most of the elements are necessary for a valid address, so they are syntactically required, and the line itself is also required. In the last line, the country element is the only one on the line, so it is logically required, though the line itself is optional.

In summary, lines and elements can be required logically, as the only alternative in a situation, or operationally, when relied upon as a sole alternative for branching tests in a template, or the sole outcome of such tests, or syntactically, when needed for a valid address in a particular country.

This test adds an explicit organization name for address case 13, that formerly carried a function without any corresponding organization unit or organization name. The POST\*Code group has agreed that where there is a function, there should be organization information, since the first implies the second. However, in the US case, sometimes the organization information is omitted. One such case is 25, which has a "BUILDING MANAGER" for a building that has no name, but is identified only by its street address. Another case is 27, with a "POSTMASTER" for a post office specified only by a post office box and ZIP code.

The test was successful for all the sample addresses. The spreadsheet input and the output are available, along with the PATDL and NLT templates.

## REPORT ON TEST OF MOROCCAN FRENCH ADDRESSES USING UPU S42

Thanks to M.Abdel-Ilah Bousseta, the chairman of POST\*Code, for supporting this effort and assisting with the provision of test addresses. We have tested the French and Arabic addresses separately. This report pertains to the French addresses.

The assignment of data to the UPU elements is generally consistent and this makes it possible to construct a template that can be formatted using PATDL without difficulty. There are both street and post office box type addresses. Components that are present part of the time include building information and what we have interpreted as a district element. This had to be interpreted since there was an omission in the spreadsheet construction that left the post office box elements and the apparent district element unmapped.

The PATDL template does not need to be very complicated since there is a single sequence of elements that handles all the cases, recognizing that some elements are not present in some addresses. The PATDL template therefore needs no trigger conditions and no branching, though it might need these features if there were addresses found in Morocco but not found in the test sample that required them. An example of this would be a component that shifted its relative location depending on the presence of other components or the values of fields.

We created the NLT template to correspond with the PATDL template.

The order of components is as follows: name, building details, building name, street address, district, post office box, and postal code with town. There were no test cases with both post office box and district so it was not clear which should come first. We put post office box above district to resolve this indeterminacy. There were no examples showing a mailee. Both qualification and form of address were present, but never both at the same time, so we elected to lead off the name component with form of address followed by qualification. The spreadsheet mapped all the building information into what the UPU now calls the building indicator. Rather than parse that information into preceding building indicator, building type and succeeding building indicator, we let matters stand.

Where fields were never populated, they were not assigned within the template, at least so far. All 25 sample addresses were resolved correctly. The only inaccuracies we noted were discrepancies between the formatting of the floor element in the spreadsheet cells as "4EME ETAGE" versus the formatted address with "ETAGE N° 4". In this case, the contents of the spreadsheet cells determined our output.

REPORT ON RETEST OF MOROCCAN ADDRESSES IN ARABIC  
USING UPU STANDARD S42  
“INTERNATIONAL POSTAL ADDRESS COMPONENTS AND TEMPLATES”

Thanks again to M. Abdel-Ilah Bousseta, the chairman of POST\*Code, for supporting this effort and assisting with the provision of test addresses. Though the test addresses are in both French and Arabic, we have tested each language separately.

The result of the two phases of the test consists in two PATDL XML templates, which are similar in many respects. They could be combined into a single template provided that a trigger mechanism is defined to branch to the proper section inside. The obvious choice for a trigger mechanism is the language code, “fr” for French and “ar” for Arabic, derived from ISO 639. A recent discussion about the prospect of ISO charging for the use of its country and language codes has now apparently been resolved in favor of a royalty-free approach, so we can go ahead with a single template if UPU S42 is modified to support the use of the necessary metadata elements. Otherwise prospective users would have to separate their addresses into two groups based on the language of the components.

The test has apparently been successful, but as the author does not know Arabic, this is a judgment that will be left to the appropriate domain experts. However, all the addresses have been systematically reconstructed from the component parts through application of the template. If indeed this has been done correctly, it makes a statement about the value of S42 if we can assert that the standard can be applied without knowing the languages in which it may be applied. After all, few if any individuals can know all the languages in which postal addresses are represented.

The key to the process is to have a diverse set of addresses that are considered valid by the postal administration and that taken together exercise as many of the UPU address elements as may occur naturally in the country. It is very helpful if the addresses have been mapped to the element list by an in-country domain specialist, though there are different possible mappings that must be considered and there is always the possibility that new elements or element sub-types may need to be defined. The template is then constructed based on a combination of knowledge of the addressing patterns and the evidence of the examples themselves. If the country is one which has a delivery point database listing all the valid delivery points, then the template can perform a critical role in assuring a correct presentation of all addresses that have been properly parsed, that is, mapped to the element list, whether this is done manually or by software.

The assignment of data to the UPU elements in this specific test was generally consistent. There are both street and post office box type addresses. Components that are present part of the time include building information and what we have interpreted as a district element. This had to be interpreted since there was an omission in the spreadsheet construction that left the post office box element and the apparent district element unmapped.

The PATDL template does not need to be very complicated since there is a single sequence of elements that handles all the cases, recognizing that some elements are not present in some addresses. The PATDL template therefore needs no trigger conditions and no branching, though it would need those features if a combined template for the French and Arabic addresses is constructed.

The order of components is as follows: name, building details, building name, street address, district, post office box, and postal code with town. There were no test cases with both post office box and district so it was not clear which should come first. We put post office box above district to resolve this indeterminacy for test purposes. There were no examples showing a mailee. Both qualification and form of address were present, but never both at the same time, so we elected to lead off the name component with form of address followed by qualification. The spreadsheet mapped all the building information into what the UPU now calls the building indicator. Rather than parse that information into preceding building indicator, building type and succeeding building indicator, we let matters stand.

Where fields were never populated, they were not assigned, at least so far, within the template, though it is quite likely that some additional fields should be included in the template once examples are available for guidance.

We created the NLT template to correspond with the PATDL template. However, the NLT notation designates lines as left or right justified, while PATDL handles this element by element. We chose to order the NLT elements as they appear in the rendition, while in the PATDL template the elements are listed in the sequence in which they would be entered using the right-to-left ordering in which Arabic script is read. However, the same ordering of elements is indicated by each type of template notation. A PATDL rendition engine must work with the implementing technology in which it is developed, and may have to be adapted in some way in order to render the UPU S42 elements as specified by the template.

Although Arabic script reads from right to left, and the letters of each word also read from right to left, numbers are read from left to right. This makes it impossible to work from left to right and then just transform the address character by character. There were two kinds of numbers included in the original spreadsheet. The Unicode Consortium refers to these as European and Arabic-Indic numbers, though recognizing that they have a common lineage. There are different forms for several of the Arabic-Indic numbers that can be found in various Arabic fonts used in different countries, but the representation was consistent within the sample addresses. It turned out that only European numbers were wanted in the rendered addresses, and in the retest, this was accomplished.

Because of the right-to-left (RTL) order of alphabetic characters and the left-to-right (LTR) order of the numbers in Arabic, it is very helpful to parse or map the address elements for Morocco in such a way that no element has both alphabetic and numeric characters. Otherwise it is difficult to control what happens to the element data and results may be other than what is expected. To achieve this, we used the delivery service type to represent the alphabetic part of the post office box designator and the delivery service indicator to represent the numeric part of the post office box designator. This is not unusual since both of these entities are UPU S42 elements. If there are any post office boxes with identifiers including both alphabetic and numerics, this would have to be handled carefully to achieve the desired results. But we found no cases like this. We also separated the apartment designator into door type and door indicator, in this case using already defined UPU S42 element sub-types to achieve the separation.

There were some difficulties with the software used for the testing. In general, we found newer versions of Windows such as Windows XP to be more flexible than older versions such as Windows 95 and 98. It used to be necessary to purchase regionalized versions of Windows, but with the increased penetration of Unicode throughout operating systems and application software, multinational computing on a single platform is becoming somewhat easier, though still by no means simple. Unicode represents basically all the alphabets of the world in a single character set. XML incorporates Unicode, making it a good choice for the template notation.

We found two possible errors in the supplied renditions, in sample addresses 8 and 10. Sample address 8 appears to have been rendered with a primary number of 4 instead of 11, and sample address 10 appears to have left out the street type and also part of the street name. Possibly the street type in sample address 10 appears in the mapping twice, once in the street name and once in the street type, though this is based on inference from the similarity in the appearance of the Arabic characters.

Comparison of the PATDL templates for Moroccan addresses in French and in Arabic shows that the differences are not just a matter of RTL versus LTR order. For example, the street address component and the building details component have a different order of elements in the two templates and are not mirror images. This shows that there are differences in the underlying syntax of the two languages when it comes to postal address formats.

The output package to be distributed includes the input spreadsheet with the minor changes discussed above, a Microsoft Word (.doc) and Adobe Acrobat (.pdf) file of the output, the PATDL XML template, the NLT, and this report.





## REPORT ON RETEST OF CHILEAN ADDRESSES USING UPU STANDARD S42

Thanks to Correos de Chile for supplying the information and test addresses, and for the comments on the first test, and to the UPU staff for translating the documents. More test addresses would be helpful to exercise the template more fully.

The NLT and PATDL 2.2 templates were created together, and they have been kept relatively simple at this stage, with no element sub-types used yet. The set of sample addresses is small, and there are likely to be variations not considered. There are a few features that have not been found in other countries, but many aspects of the templates resemble other countries in the region.

In the remainder of this report, I will discuss the remaining known issues.

Attached are the input spreadsheet and the revised and expanded spreadsheet, the NLT and PATDL 2.2 templates, and the output text file.

### I. Remaining Issues For Review

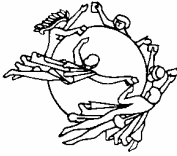
The thoroughfare type field includes examples of "AVENIDA", "CAMINO" and "CALLE". In Toby Atkinson's standard reference book, he says that "CALLE" never appears in the rendered address, whereas "AVENIDA" does appear. Leaving "CALLE" out of the rendition is also supported by examples in the associated documentation. The template will check for this situation and handle it by not bringing "CALLE" forward.

The spreadsheet contains data in the (13.15 region) field, but this data is not included in the address as presented, since Correso de Chile is trying to "revert" this practice. Toby Atkinson confirms that names of regions and provinces "are never included in postal addresses". We did not include (13.15 region) in the templates.

The issue of how to format the postcode line is complicated by the question of how to handle the elements (13.16 town) and (13.17 district). In the supplied mapping, there was always a district and sometimes a town, and we set up the template to keep the district on the same line with the postcode and to put the town, if present, on the line above the postcode.

In summary, more sample addresses would be helpful, but in the second round of testing, many issues were clarified.

# Draft S42-4



UNIVERSAL POSTAL UNION

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Data definition and encoding standards

## International postal address components and templates

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## Foreword

Postal services form part of the daily life of people all over the world. The Universal Postal Union (UPU) is the specialised institution of the United Nations that regulates the universal postal service. The postal services of its 189 member countries form the largest physical distribution network in the world. Some 5 million postal employees working in over 660 000 post offices all over the world handle an annual total of 425 billion letter-post items in the domestic service and almost 6,7 billion in the international service. Some 4,5 billion parcels are sent by post annually. Keeping pace with the changing communications market, postal administrations are increasingly using new communication and information technologies to move beyond what is traditionally regarded as their core postal business. They are meeting higher customer expectations with an expanded range of products and value-added services.

Standards are important prerequisites for effective postal operations and for interconnecting the global network. The UPU's Standards Board develops and maintains a growing number of standards to improve the exchange of postal-related information between postal operators and promotes the compatibility of UPU and international postal initiatives. It works closely with postal handling organisations, customers, suppliers and other partners, including various international organisations. The Standards Board ensures that coherent standards are developed in areas such as electronic data interchange (EDI), mail encoding, postal forms and meters.

UPU standards are drafted in accordance with the rules given in Part V of the "General information on UPU standards" and are published by the UPU International Bureau in accordance with Part VII of that publication.

This standard is based on EN 14142-1, entitled "Postal services – Address data bases – Part 1 – Components of Postal Addresses" [2].

This is the third version of the specification. Changes to the second version are marked by means of a vertical bar in the margin. The main changes are:

- the introduction of new elements and elements subtypes;
- template descriptions in Postal Address Template Description Language (PATDL) and Natural Language Notation.

## Introduction

The postal service provides letter, package and parcel **delivery**<sup>1</sup> on a global and universal basis, without the need for recipients to enter into explicit service contracts. **Postal addresses**, which combine private recipient information with publicly known **delivery point** data, provide the mechanism through which **mailers** specify the intended recipient and the means by which the postal operator can fulfil its delivery commitment.

Traditionally, postal operators have been highly flexible with regard to the manner in which postal items can be addressed: any form and content of address was acceptable as long as it permitted sufficiently unambiguous determination of the delivery point. Even today, many posts pride themselves on their ability, using staff intelligence and local demographic knowledge, to deliver postal items carrying incomplete or unusual address representations.

However, increasing volumes and labour cost rates long ago reached the point at which automation became not only economic, but essential. As a result, it has become more and more vital to ensure that the vast majority of postal items are addressed in a way which can be processed automatically, without risk of misinterpretation.

Today, the vast majority of postal items carry printed addresses which are extracted from computer databases.

Such databases need to be maintained in the face of population mobility, creation and suppression of delivery points and changes in their specification such as renaming of streets, renumbering of properties, etc. Moreover, there is a growing tendency for companies to exchange or trade address data and, in the context of the European Single Market, for companies in one country to hold address data of organisations and individuals in other countries, which might use different approaches to the structuring of printed addresses.

In this context, the UPU Postal Operations Council's POST\*Code Project Team charged its sub-project team 2 to develop a standard, covering the definition of address components and **postal address templates**. This standard, International postal address components and templates, is the result of this development.

---

<sup>1</sup> Terms in **bold** are defined either in section chapter 3, Terms and Definitions or chapter 5, Postal Address Components.

# International postal address components and templates

## 1 Scope

This UPU standard provides a dictionary of the possible<sup>2</sup> components of postal addresses, together with examples of and constraints on their use.

The standard defines three conceptual levels of postal address component:

- **elements**, such as **organisation name** or **legal status**, which correspond to the lowest level of component which it is useful<sup>D1</sup> to distinguish in address representations;

*NOTE: All "D" references, e.g. <sup>D1</sup>, are found in Annex D of this document.*

- **constructs**, such as **organisation identification**, which group elements into units which are more meaningful for human interpretation;
- **segments**, such as **addressee specification**, which correspond to major logical portions of a postal address.

To cover multiple occurrences and locations of elements in an address, the standard defines a fourth level:

- **element sub-types**, such as **preceding or succeeding thoroughfare qualifier**, which are physical instances of conceptual elements, to be used in address templates in cases of multiple locations or occurrences.

*NOTE: The underlying point is that elements are conceptual whereas sub-types are defined to meet technical needs such as template construction, rendition requirements, accurate representation of address instances, and matching to postal database fields*

It also defines a number of useful terms, such as **delivery address**, **forwarding address**, **mailee** and **mail originator**. By providing a standard dictionary of postal address components, this standard is expected to greatly facilitate the formal description of actual address representations and the definition of procedures for mapping between them.

In practice, many address representations, whether in computer databases, in electronic messages or in printed or written form, combine several of the postal address components defined herein into single fields or lines.<sup>3</sup> Considerable intelligence may be required in mapping between different representations, particularly where these are subject to a degree of ambiguity.<sup>4</sup>

~~To avoid linguistic or cultural ambiguities, the standard is supplemented by a registry of synonyms which contains, for each element or element sub-type, the terms used in other cultures or languages.<sup>5</sup> A registry of cross-~~

<sup>2</sup> Note that an individual postal address, or a class of postal addresses (such as the addresses used in a given country) may require only a subset of the possible components. For example, Irish postal addresses do not include **postcode**.

<sup>3</sup> Note that practical databases (and even printed addresses) may also combine postal address components, as defined herein, with other relevant data. For example, a company's customer database may include a customer reference or identification number along with each customer's address. Such additional data are not considered, for the purpose of this standard, as part of the address, but they must obviously be taken into account in the design of the database and the applications which use it.

<sup>4</sup> For example, in the individual name John Smith, it is reasonably evident that Smith is the individual's **surname** and that John is a **given name**. But James Joyce is rather more ambiguous: does this represent *Mr. Joyce*, with given name *James*, or *Ms James*, with given name *Joyce*?

<sup>5</sup> The term "Street name", for example, is a synonym for "Thoroughfare name".



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references shows equivalencies between this standard and similar standards produced by other standards bodies.

†This standard does *not* specify the length or value range of components.

The standard also describes the address templates for each country, i.e. the specific way an address is formatted in each country, indicating in particular the order in which the various elements appear. The address templates are supplemented by rendition instructions, specifying how elements are to be rendered for printing.<sup>6</sup>

This standard does not cover the topic of data protection. Users of the standard are nevertheless reminded that the storage and exchange of personal data are subject to legislation in many countries. The standard may be applied only to the extent that this is compliant with such legislation.

## 2 Normative references

This UPU standard incorporates, by dated or undated reference, provisions from other publications. These normative references are cited at the appropriate places in the text and the publications are listed hereafter. For dated references, subsequent amendments to or revisions of any of these publications apply to UPU standards only when incorporated in it by amendment or revision. For undated references the latest edition of the publication referred to applies.

ISO 3166-1, *Codes for the representation of names of countries and their subdivisions – Part 1: Country codes*

ENV 13712:2000, *Postal Services – Forms – Harmonised Vocabulary*

UPU Standards Glossary

## 3 Terms and definitions

This clause of the standard defines a number of general terms and concepts which are referred to in this standard. The clause does not include definitions of individual **postal address components**, which are separately defined in clause 5.

For the purposes of this standard, the definitions in ENV 13712 and/or the UPU Standards Glossary apply with the following additions and exceptions<sup>D2</sup>:

**3.1 address**  
see **postal address**

**3.2 addressee**  
party who is the intended ultimate recipient of a postal item

*NOTE 1: The addressee may be explicitly defined as part of the **postal address**, or may be implicit. For example, in certain countries, omission of addressee information is taken as implying that **delivery** is to be to an individual or legal entity having legal access to the **delivery point**.*

*NOTE 2: An address may contain multiple addressee specifications. For example, Mr. or Mrs. Smith specifies that the addressee is either one of two individuals, whilst Mr. Jones and Mrs. Smith denotes that the addressee is a group of two individuals. See also addressee role descriptor, 5.3.1.*

*NOTE 3: The above definition differs from that in ENV 13712.*

*NOTE 4: The use made by the postal operator of addressee and mallee data might be dependent on the postal service applicable to the postal item. For certain services, such as registered mail, the postal operator's responsibility might include*

---

<sup>6</sup> The Brazilian postcode, for example, is saved in the format 99999999 in a database. However, in an address, the postcode should be printed in the format 99999-999. The rendition instructions must therefore state that the Brazilian postcode is printed with a dash between the 5th and 6th digits.

ensuring that the addressee, or a duly authorised representative, acknowledges receipt of the postal item. In other cases, addressee data could be purely informative or used by the postal operator only for consistency checking and/or for the activation of forwarding services. In still other cases, it might be used for sorting or sequencing purposes prior to delivery (e.g. in the case of business mail being pre-sequenced by department or individual company official).

NOTE 5: When the addressee is explicitly defined (see NOTE 1), there is always one addressee in a syntactically correct postal address, whereas the mailee information does not have to be present).

The following instances of addressee and mailee can occur:

1. Individual as addressee  
Example: John Jones
2. Organisation as addressee  
Example: The Company
3. Mailee organisation preceding individual addressee  
Example: The Company  
John Jones
4. Individual addressee preceding mailee organisation  
Example: John Jones  
The Company
5. Individual addressee preceding individual mailee  
Example: John Jones  
c/o Tom Smith

NOTE 6: The last instance does always have a mailee role descriptor. Furthermore, this instance can be extended with mailee organisation information.

Example: John Jones  
c/o Tom Smith  
The Company

### 3.3 component

see **postal address component**

### 3.4 construct

see **postal address construct**

### 3.5 delivery

postal process in which a postal item leaves the responsibility of the postal operator through being handed over to, or left for collection by, the **addressee**, the **mailee** or an authorised representative, or deposited in a private letter box accessible to one or other of these

NOTE: Except in the case of special services, for which the addressee or mailee is required to acknowledge receipt, delivery does not necessarily guarantee that the postal item actually reaches the addressee or mailee. In particular, where postal items are left for collection or deposited in a private letter box, other persons might have access to them, either legally or otherwise.

### 3.6 delivery address

**postal address** specified by the **mailer** to which the postal operator is requested to deliver the postal item

NOTE 1: The delivery address may in certain circumstances, e.g. unaddressed mail, not actually be represented on the postal item. In this case, the delivery address is determined by the postal operator in accordance with an agreement between the operator and the mailer.

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*NOTE 2: The postal item might not actually be delivered to the requested delivery address. For example, in the case of forwarding, delivery takes place at the forwarding address.*

### 3.7 delivery point

physical location recognised by a postal operator as a valid location at which **delivery** of a postal item may occur

### 3.8 element

see **postal address element**

### 3.9 forwarding address

**postal address**, specified by the **addressee** or **mailee** of a postal item, to which the postal operator is requested to deliver the postal item, in place of delivering it to the **delivery address**

*NOTE 1: Not all postal items can be forwarded, as for some postal services the **mailer** might require the return of the postal item if it cannot be delivered at the delivery address.*

*NOTE 2: Forwarding addresses can be permanent, e.g. in case of relocation of the addressee, or temporary. They may also involve the holding of mail for collection by the addressee or the mailee (see **poste restante**).*

### 3.10 mail originator

party responsible for originating the content of a postal item

*NOTE: The mail originator can be thought of as the initiator of the postal item. Mail production, finishing, submission and payment processes may be performed by the mail originator, but may equally be performed by other parties. In particular, the mail originator:*

- *does not necessarily determine the **delivery address** (e.g. unaddressed mail, or mail which is addressed by a mail-house);*
- *does not necessarily produce (print, fold, insert into envelopes, etc.) the mail;*
- *can be distinct from the **mail submitter**;*
- *might not pay for the (complete) service (Freepost, Business Reply, COD, under-franking, etc.);*
- *can be distinct from the party to which the postal item is to be returned in case of non-delivery.*

cf **mailer**

### 3.11 mail recipient

individual who actually receives a postal item at **delivery**, or who first accesses the postal item if it is left for collection

*NOTE: The mail recipient should normally be the **addressee**, the **mailee** or an authorised representative of one of these two. However, this might not always be the case, e.g. if the postal item is left for collection in a location to which third parties have access; if the addressee/mailee have moved without leaving forwarding instructions, or if the addressee or mailee specification was ambiguous and was, as a result, misinterpreted by the postal operator.*

### 3.12 mail submitter

party responsible for induction of a postal item into the postal system

*NOTE: The mail submitter may be, but is not necessarily, the same party as the **mail originator**.*

### 3.13 mailee

party designated in a **postal address** as having responsibility for ensuring that postal items, delivered or handed over by the postal operator at the **delivery address**, reach their **addressee**

*NOTE 1: Unlike the addressee, mailee is never implicit: if a postal address does not contain a **mailee specification**, then there is no mailee.*

*NOTE 2: As is the case for addressee, the mailee specification might be ambiguous.*

### 3.14 mailer

party who carries out one or more of the processes involved in creating, producing, finishing, inducting and paying the postage due for a postal item

*NOTE 1: Many processes are involved in the production and mailing of postal items. These include:*

- *initiation;*
- *content production, which might be separated into parts produced by several different parties (e.g. inserts might be produced separately from covering letters);*
- *finishing, including assembly of the content and its packaging (e.g. placing in an envelope, or wrapping) for mailing purposes;*
- *addressing;*
- *induction into the postal system;*
- *payment.*

*These processes may be performed by one party, or may be split between different parties, each fulfilling a particular role or combination of roles. Where it is necessary to distinguish between such roles, they are referred to by separate terms, in particular **mail originator**, **mail submitter** and **payer**; where such distinction is not necessary, mailer is used as a generic term.*

### 3.15 party

one or more natural and/or legal persons and/or organisations without legal personality that act(s) as a single entity for the purpose of participation in a transaction associated with a postal item

### 3.16 payer

party responsible for payment to the postal operator of the postage due in respect of a postal item

*NOTE 1: This term is not used in the present document, but is included for consistency with other specifications relating to the interface between **mailers** and postal operators.*

### 3.17 postal address

set of information which, for a postal item, allows the unambiguous determination of an actual or potential **delivery point**, usually combined with the specification of an **addressee** and/or a **mailee**

cf **delivery address**, **forwarding address**, **return address**.

*NOTE 1: The **components** of postal addresses are defined in clause 5.*

*NOTE 2: The above definition differs from that in ENV 13712.*

*NOTE 3: Postal addresses can be ambiguous, incorrect or non-existing. See also **syntactically correct postal address**, **valid postal address**.*

### 3.18 postal address component

collective term for postal address elements, **postal address constructs** and **postal address segments**, as defined in this standard

*NOTE: Clause 5 of this standard defines the postal address components which may occur in an actual postal address. It should be noted that not all components are necessarily used in a specific instance or class of postal addresses.*

### 3.19 postal address construct

combination of **postal address elements** which together form a logical portion of a **postal address**

*NOTE 1: Some constructs are defined hierarchically. That is, a construct may comprise a logical grouping of postal address elements, a logical grouping of lower level constructs, or a combination of elements and lower level constructs.*

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*NOTE 2: Clause 5.2 of this standard defines the constructs which may occur in a postal address. It should be noted that not all constructs are necessarily used in a specific instance or class of postal addresses.*

cf **postal address component, postal address segment**

### 3.20 postal address element

basic entity of a **postal address** that has a well-defined meaning and representation and, has significance for customer or postal processing purposes and cannot usefully be divided into smaller units for exchange or printing purposes

*NOTE 1: A **given name** is an example of a postal address element, but the individual characters of which it is comprised are not. On the other hand, **compound surnames** are treated as **postal address constructs**, rather than as elements, because they need to be divided into lower level components – **surname prefix** and **surname**.*

*NOTE 2: Clause 5.3 of this standard defines the elements which may occur in a postal address. It should be noted that not all elements are necessarily used in a specific instance or class of postal addresses.*

cf **postal address component, postal address segment**

### 3.21 postal address segment

named group of related **postal address constructs** and/or **postal address elements**

*NOTE: Clause 5.1 defines the postal address segments.*

cf **postal address component**

### 3.22 postal address structure

manner in which **postal address components** are or can be combined to form a **postal address**

*NOTE: Postal address structures may differ from country to country, from region to region or even from operator to operator within a country.*

cf **syntactically correct postal address, valid postal address, postal address template**

### 3.23 postal address template

specification of how a postal address is to be written; in particular, of the order in which postal address elements are to appear, of which postal address elements are mandatory and which are optional and of rendition instructions

cf **syntactically correct postal address, valid postal address, postal address structure**

### 3.24 poste restante

**delivery service indicator** specifying that a postal item is to be held at a designated postal establishment or agency for collection by the **addressee** or his/her authorised representative

*NOTE: The above definition differs from that in ENV 13712.*

### 3.25 recipient

see **mail recipient**

### 3.26 rendition instruction

specification of how address elements shall be rendered, or in some cases optionally may be rendered, when printed on a mail piece

### 3.27 return address

**postal address** to which the postal operator should deliver a postal item if it is unable to effect normal **delivery** to the delivery address or, if specified, a forwarding address

*NOTE 1: The interpretation of "normal delivery" might be dependent on the service characteristics for the postal service appropriate to the individual postal item.*

NOTE 2: The return address is usually (but not always) the postal address of the **mail originator** or the **mail submitter**. It need not necessarily be explicitly represented on the postal item – for example, it may be derived from a company logo or from a franking mark, or it may only be apparent when the postal item is opened (normally in a special location designated for the processing of non-deliverable postal items). It might also be impossible to determine the return address, in which case the non-delivered postal item concerned should be handled according to national regulations (e.g. be destroyed).

**3.28 segment**  
see **postal address segment**

### 3.29 syntactically correct postal address

**postal address** in which the combination of **postal address components** is fully in accord with this standard and with relevant national or regional rules which define restrictions on allowed combinations and internal structures of such components

Example:	<form of address>	Mr.
	<given name>	John
	<surname>	Smith
	<street number or plot>	4395
	<thoroughfare name>	Station
	<thoroughfare type>	Road
	<town>	Porchester
	<distribution area indicator>	FAREHAM
	<postcode>	PO16 8BQ
	<country>	UNITED KINGDOM

forms a syntactically correct United Kingdom postal address, but if the country were France, it would not be syntactically correct, because France uses only numeric postcodes.

NOTE 1: Syntactic correctness does not imply validity. The above is not a **valid postal address** because the **delivery point** identified within it does not exist.

### 3.30 valid postal address

**postal address** in which the combination of **postal address components** corresponds to, and provides for unambiguous identification of, a single **delivery point** and of an **addressee** and/or **mailee**

NOTE 1:	Valid postal addresses are not necessarily syntactically correct. For example:	
	<function>	The Secretary General
	<organisation name>	CEN
	<street number or plot>	36
	<thoroughfare type>	rue de
	<thoroughfare name>	Stassart
	<town>	Bruxelles
	<country>	BELGIUM

is not a **syntactically correct postal address**, because **postcode** is missing, but it is valid since there is only one rue de Stassart in Brussels (so it is unambiguous).

NOTE 2: The **addressee and/or mailee specification** may be implicit, as in the case in which the postal item is intended for the person(s) having legal access to the delivery point.

## 4 Symbols and abbreviations

**CEN:** European Committee for Standardization

**CEN/TC 331:** CEN Technical Committee 331: Postal Services

**ISO:** International Organization for Standardization

**SB:** (UPU) Standards Board

**SPT** Sub-Project Team

**UPU:** Universal Postal Union

## 5 Postal address components

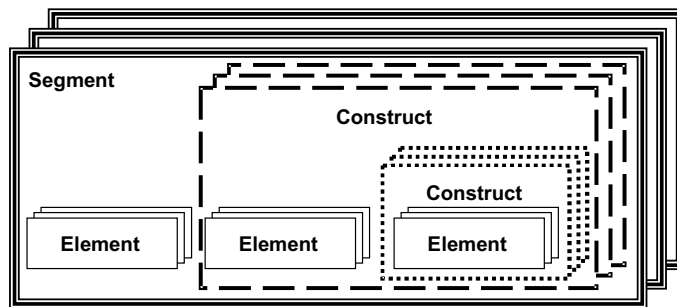
This clause defines the decomposition of a postal address specification into segments, constructs and elements. Definitions of more general terms and concepts are given in clause 3.

A postal address specification comprises one to four segments:

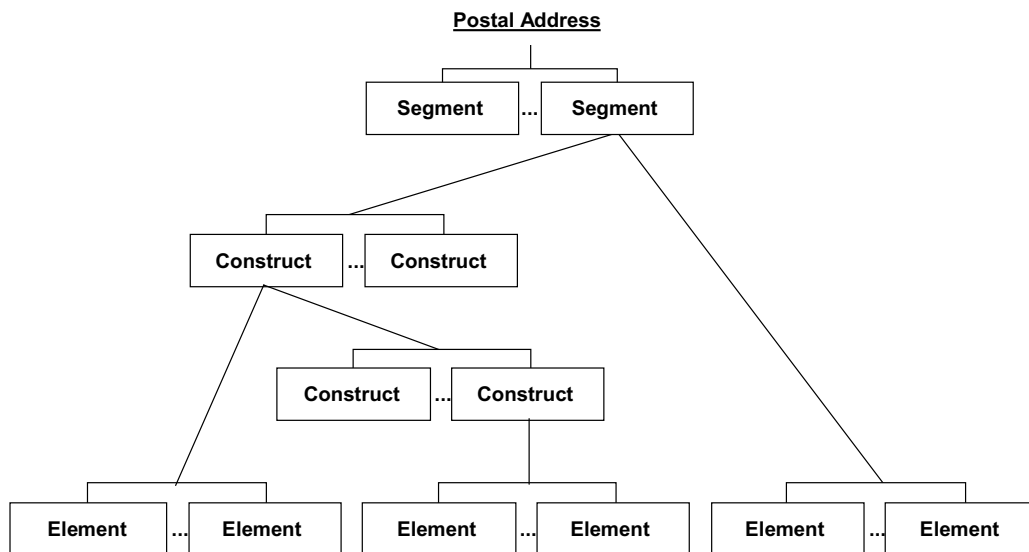
- an **addressee specification** (optional);
- a **mailee specification** (optional);
- **recipient dispatching information** (optional);
- a **delivery point specification** (mandatory).

Each of these is described in sub-clause 5.1. Segments are built up from postal address constructs and elements, which are described in sub-clauses 5.2 and 5.3 respectively. The figures below provide a diagrammatic representation.

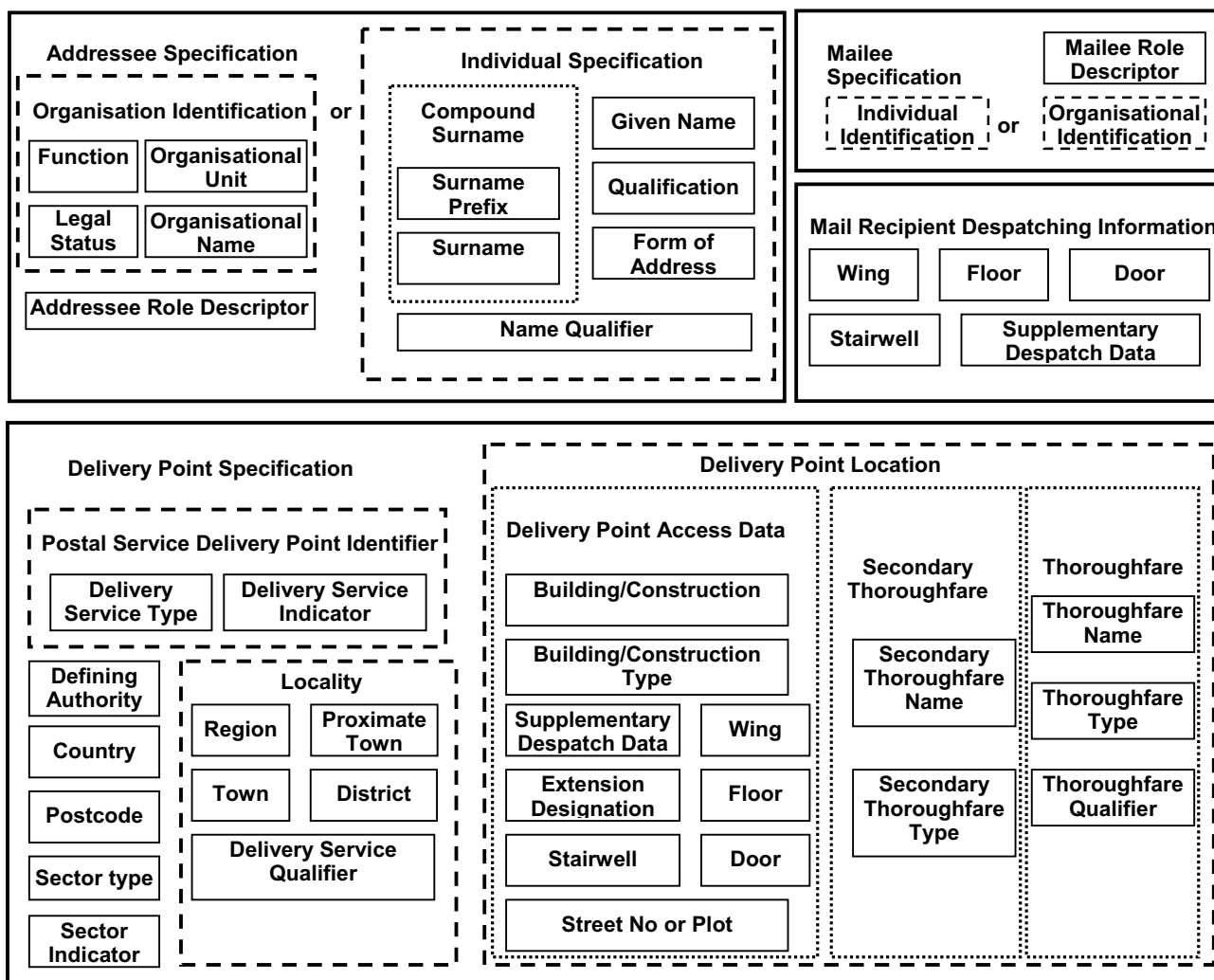
*NOTE: The diagrams show how elements are combined to form components and segments of addresses. They should not be interpreted as implying the existence or otherwise of constraints on which combinations of elements and components constitute a syntactically valid postal address. In particular, it should be noted that not all segments, constructs and elements are necessarily used in a specific instance of a postal address or class of postal addresses. Certain components may not be permitted, or may not be permitted in combination, in postal addresses of a particular country, region or postal operator.*



(1) Postal Address Components - Segments, Constructs & Elements



(2) Postal Address Components - Segments, Constructs & Elements



### (3) Postal Address Components

#### 5.1 Postal address segments

This sub-clause defines the segments which may occur in a postal address. Terms in bold font correspond to postal address constructs or postal address elements which are defined in sub-clauses 5.2 and 5.3 respectively; terms defined in clause 3 are printed in normal font.

##### 5.1.1 addressee specification

postal address segment which specifies the addressee

*NOTE 1:* Addressee specification is composed of either individual identification (5.2.4) or **organisation identification** (5.2.6), possibly combined with **addressee role descriptor** (5.3.1).

*NOTE 2:* Specification of the addressee may be optional or mandatory, depending on the particular postal service for which a postal address is to be used. For example, for normal letter mail, a delivery point specification is sufficient in many countries, and in this case, the addressee is considered as being any party which has legal access to the delivery point. In contrast, registered mail must should normally carry an explicit specification of the addressee.

*NOTE 3:* Depending on circumstances, the addressee specification in a postal address may might be ambiguous. If a postal item is addressed to John Smith, General Manager, Any Company Ltd, 2 Main Street, "addressee" could be interpreted as John Smith, or as the General Manager of Any Company or as an authorised representative of Any Company, or as the occupant of 2 Main Street. The rules by which the postal operator or delivery agent interprets "addressee" may depend on:



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- the precise context: for example, whether the person name precedes or follows the company name;
- the postal product: the rules for recorded delivery items may might, for example, differ from those for normal letters;
- the postal operator responsible for delivery: different operators may might have different interpretation rules.

### 5.1.2 delivery point specification

postal address segment which designates the **delivery point** for a postal item

NOTE 1: Delivery point specification is composed<sup>D3</sup> of **defining authority** (5.3.5), **country** (5.3.4), **locality** (5.2.5) and **delivery point location** (5.2.3) and/or postal **delivery service point identifier** (5.2.7). A **postcode** (5.3.21) may also be required.

NOTE 2: The association between a delivery point specification and the delivery point may be service or time dependent. For example, whilst a normal letter mail item addressed to an apartment may be delivered to a letter box in the entry hall of the apartment building, a registered mail item carrying an identical postal address has to be delivered to the addressee (or his representative), possibly at the door of the apartment itself. Similarly, the link between a business reply or freepost service number and a delivery point might change if the customer concerned moves locations.

NOTE 3: Several delivery point specifications may be associated with a single delivery point.

NOTE 4: In some countries, certain forms of delivery point specification are limited to particular postal products. For example, a box number might not be permitted for the addressing of recorded delivery postal items or parcels.

### 5.1.3 mail recipient despatching information

postal address segment providing information intended for the routing and dispatch of mail by the mail recipient, when this is not the addressee

NOTE 1: Mail recipient despatching information is intended for use by the mailee, if one is specified, or by the mail recipient. It is not used by the postal operator.

NOTE 2: For postal items addressed to an organisation and which are delivered by the postal operator to a mailroom or post office box, mail recipient despatching information may include information such as **wing**, **floor** and **door** which, in the case of more specific services (such as registered mail) form part of the **delivery point specification**. **Supplementary despatch data** may also be required.

### 5.1.4 mailee specification

postal address segment which specifies the mailee

NOTE 1: Mailee specification is composed of **individual identification** (see 5.2.4) or **organisation identification** (5.2.6), possibly combined with **mailee role descriptor** (5.3.1).

NOTE 2: Specification of a mailee is required only in situations in which the postal operator is requested to deliver the postal item into the care of an individual or organisation other than the addressee.

## 5.2 Postal address constructs

This sub-clause defines the constructs which may occur in postal address segments. Terms in bold font correspond to postal address elements which are defined in section 5.3 or to other postal address constructs; terms defined in clauses 3 and 5.1 are printed in normal font.

### 5.2.1 compound surname

postal address construct which identifies a family or provides indication of parentage

NOTE 1: Compound surname is a component of **individual identification**. It comprises **surname prefix** and **surname**.

NOTE 2: The division of compound surname into two elements is intended for use where only part of the construct is significant for sorting purposes. If all words of a compound surname are significant for sorting purposes, surname prefix is not used.

NOTE 3: Patronymic and matronymic names, mother's maiden names, etc. are considered, for the purposes of this standard, as compound surnames. For exam ple, in certain cultures, children's compound surnames are derived by appending "son" or

"daughter" to either the father's first **given name** (patronymic names) or the mother's first **given name** (matronymic names); in others, a child's mother's maiden name and father's compound surname may be used in combination, though one of these might be considered as the person's preferred or legal compound surname.

NOTE 4: If an individual has more than one compound surname, these may be used separately or in combination. For example, in certain countries, a married person may be addressed either by their original compound surname, or by that of their spouse, or by a concatenation of the two. Word combinations that may appear only in combination should be regarded as a single compound surname.

NOTE 5: Where an individual has multiple compound surnames, the order might be significant.

### 5.2.2 delivery point access data

postal address construct providing information on how to localize and gain access to a delivery point

NOTE 1: Delivery point access data is a component of delivery point specification. It comprises **building/construction type, building/construction, wing, floor, door** and/or **supplementary delivery point data**.

NOTE 2: Depending on the postal service concerned, certain delivery point access data might not be relevant for postal delivery purposes. For example, the full delivery point specification in the delivery address for a postal item sent to an organisation may include a floor and/or office (door) number, something that usually is not used by the regular postal delivery service (which will normally deliver to the company's mailroom), but could be relevant for contracted in-company distribution services. In such cases, the data not used for postal purposes will be relevant to the mail recipient – see mail recipient dispatching information in 5.1.3.

### 5.2.3 delivery point location

postal address construct identifying a delivery point, or a group of delivery points from which the postal operator may choose one, by reference to geographical and, where necessary, other spatial data expressed in human intelligible form

NOTE 1: Delivery point location is a component of delivery point specification. It comprises **thoroughfare, thoroughfare access data, street number or plot, delivery point access data** and **extension designation**.

NOTE 2: Delivery point location is relative to, and unique only within, **country** and **locality**.

NOTE 3: Delivery point access data might not be needed if the location of the delivery point on the plot is self evident. Thus, in a simple case, in which there is only one building, with one delivery point, on a plot, thoroughfare and street number or plot should be sufficient. If, as in the case of there being two residences on the plot, there are multiple delivery points, the combination of thoroughfare, street number or plot and extension designation might be sufficient.

### 5.2.4 individual identification

postal address construct identifying, for the purpose of establishing the addressee or mailee of a postal item, either a single individual or a group of individuals, from which the postal operator may select one

NOTE: Individual identification is a component of addressee specification and mailee specification. It comprises **form of address, given name, compound surname, name qualifier** and **qualification** in which each element may occur none, one or more times.

### 5.2.5 locality

postal address construct identifying the geographical area in or adjacent to which a delivery point is located

NOTE 1: Locality is a component of delivery point specification. It comprises **region, proximate town, town, district** and **delivery service qualifier**.

NOTE 2: Region, proximate town, town and district provide for four levels of geographically localizing information. Use need only be made of the number of levels which are actually required to unambiguously identify the geographic area in which the delivery point is situated. Thus:

- region and/or proximate town should be used, in accordance with the specifications of the postal operator, if there are multiple towns having the same name within the country;
- though many towns are divided into commonly accepted areas or districts, the district need be specified in a postal address only if the town has multiple **thoroughfares** of the same name.

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*NOTE 3: Mobile delivery points, such as mobile homes and ships, might not be (permanently) situated in a particular country and locality. Nevertheless, they are associated with a country and locality for delivery point specification purposes. Depending on the situation, these might correspond either to the place of registration or to the place in which the delivery point is currently located or is expected to move.*

### 5.2.6 organisation identification

postal address construct identifying, for the purpose of establishing the addressee or mailee of a postal item, either a single individual or a group of individuals within an organisation, from which the postal operator may select one

*NOTE 1: Organisation identification is a component of addressee specification and mailee specification. It comprises **function**, **organisational unit**, **organisation name** and **legal status**.*

*NOTE 2: Organisation identification does not include the name of an individual which, if present, forms part of an **individual identification**. In a postal address which includes both an individual identification and an organisation identification, one identifies the addressee of the postal item and the other identifies a mailee.*

*NOTE 3: Function and organisational unit are optional, the (group of) individual(s) then identified being the authorised representative(s) of the organisation. Legal status might also be optional, if organisation name is sufficient to unambiguously identify the intended organisation.*

### 5.2.7 postal delivery service point identifier

postal address construct which designates a delivery point, or a group of delivery points from which the postal operator may choose one, by reference to a postal delivery service defined identifier, rather than by reference to its physical location

*NOTE 1: Postal delivery service point identifier is a component of delivery point specification. It comprises **delivery service type** and **delivery service indicator**.*

*NOTE 2: Postal delivery service point identifier is relative to, and unique only within, **country** and **locality**.*

*EXAMPLE: post office box numbers, poste restante and business reply services.*

### 5.2.8 secondary thoroughfare

postal address construct which identifies the road or part of a road or other thoroughfare in which a delivery point is located and which is accessed via a thoroughfare

*NOTE 1: Secondary thoroughfare is a component of **delivery point location**. It comprises **secondary thoroughfare name**, and **secondary thoroughfare type**.*

*NOTE 2: A secondary thoroughfare may not be present in an address on its own. There will always be thoroughfare components present in an address with secondary thoroughfare components.*

### 5.2.9 thoroughfare

postal address construct which identifies the road or part of a road or other access route along which a delivery point can be accessed

*NOTE 1: Thoroughfare is a component of **delivery point location**. It comprises **thoroughfare name**, **thoroughfare type** and **thoroughfare qualifier**.*

*NOTE 2: For addressing purposes, a thoroughfare need not be on land, e.g. a canal or river might serve as a thoroughfare in the address of a houseboat or of a construction on the bank.*

## 5.3 Postal address elements

This sub-clause defines the elements which may occur in postal address segments and constructs. Terms in bold font correspond to other postal address elements; terms defined in clauses 3, 5.1 and 5.2 are printed in normal font.

### 5.3.1 addressee role descriptor

postal address element indicating, in an addressee specification segment, that the role of the identified individual or organisation is that of addressee

*NOTE 1: The purpose of addressee role descriptor is to ensure, when a postal address includes multiple addressee specifications or both an addressee specification and a mailee specification, that there is no ambiguity between them.*

*NOTE 2: Addressee role descriptor is optional. If it is omitted in cases in which the postal address contains both an addressee specification and a mailee specification, the distinction between the two segments has to be inferred from the mailee specification, from the order of the segments or from postal operator and product rules.*

*EXAMPLE: Attn., tav (ter attentie van), or (indicates that two addressees are considered as alternatives), and (indicates that two addressees are considered as forming a group).*

### 5.3.2 building/construction indicator

postal address element giving the number or name of the building or construction in or adjacent to which a delivery point is located

*NOTE: This element comprises the element sub-types preceding building/construction indicator and succeeding building/construction indicator.*

### 5.3.3 building/construction type

postal address element indicating the type of a **building/construction**

*EXAMPLE: Batiment, Block, Houseboat, Mobile Home*

### 5.3.4 country

postal address element designating the country, dependency or area of geopolitical interest, in which a delivery point is located or via which the delivery point is accessed.

*NOTE 1: This element comprises the element sub-types country name and country code. In the first case, the language used needs to be specified.<sup>D4</sup>*

*NOTE 2: Mobile delivery points, such as mobile homes and ships, might not be (permanently) located in or accessed via a particular country. Nevertheless, they are associated with a country and locality for delivery point specification purposes. Depending on the situation, these might correspond either to the place of registration or to the place in which the delivery point is currently located or is expected to move.*

### 5.3.5 defining authority

postal address element designating<sup>D5</sup> the postal operator or other authority responsible for the definition and maintenance of the delivery point specification concerned

*NOTE 1: Depending on the country, delivery point specifications may be defined and maintained by a central government agency, by regional or municipal authorities or by a postal operator.*

*NOTE 2: In a competitive postal service environment, a delivery point might be owned or served exclusively by a particular postal operator. In such a case, the defining authority for the delivery point specification will normally be the identity of the postal operator which owns or serves the delivery point concerned. Even where this is not the case, different operators might have different ways of specifying a particular delivery point. For example, in the U.K., Hays has its own system of "DX codes" which differ from the postcodes in use by The Post Office.*

### 5.3.6 delivery service indicator

postal address element designating a specific delivery point, within the category identified by **delivery service type**, within, or accessed for postal delivery services via, the locality

### 5.3.7 delivery service qualifier

postal address element designating the name of the distribution office used to for delivery services

*Examples: BORDEAUX CEDEX  
NANTES CEDEX 1  
FUTUROSCOPE CEDEX*

### 5.3.8 delivery service type

postal address element indicating the type of delivery service

*EXAMPLE: Postbox, BP (Boîte Postale), Box, Poste Restante.*

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### **5.3.9 district**

postal address element giving the name of the hamlet, estate, or area within or adjacent to **town**, in which a delivery point is located, or via which it is accessed for postal delivery purposes

### **5.3.10 door**

postal address element indicating the apartment, room or office in, at or adjacent to which a delivery point which is situated within a building is located

*NOTE: This element comprises the element sub-types door type and door indicator.*

### **5.3.11 extension designation**

postal address element designating the specific delivery point where this is not uniquely identified, within **country** and locality, by other components of delivery point location

*NOTE 1: For example, where all the delivery points for a block of apartments are located in the entry hall of a building, these may be distinguished by the allocation of a box number or by the use of the apartment number.*

*NOTE 2: Extension designation might not be required if there is only one delivery point on the plot, or in the vicinity defined by delivery point access data.*

### **5.3.12 floor**

postal address element indicating the floor or level on which a delivery point is located in a multi-story construction

*NOTE: This element comprises the element sub-types floor type and floor indicator.*

### **5.3.13 form of address**

postal address element indicating, through (a group of) words, acronyms or abbreviations, an individual or group's civil status or title

*NOTE: Form of address may include military, religious, professional and honorific distinctions.*

*EXAMPLE: Mr., Mrs., Mr. & Mrs., Miss, Family, Doctor, Monsignor, His Excellency, The Right Honourable, occupant, current resident.*

### **5.3.14 function**

postal address element designating role or responsibility within an organisation

*NOTE 1: Function, which relates to a role within an organisation, should be distinguished from qualification, which is an intrinsic attribute of a specific individual.*

*NOTE 2: If there is a function, it implies that there is also an organization even though an organization might not be present in the address.*

*EXAMPLE: Managing Director, Chief Executive, Marketing Manager, Programmer, Janitor, Secretary at CEN/TC 331.*

### **5.3.15 given name**

postal address element specifying the name used to distinguish between persons having the same compound surname(s) and who may have access to a particular delivery point

*NOTE 1: This element comprises the element sub-types given name part 1, given name part 2, given name part 3.*

*NOTE 2: If more than one given name is specified, the sequence of given names is significant. One may be defined as "first" or "preferred" given name.*

*NOTE 3: Given names may be abbreviated (e.g. Ch for Charles) or represented only by an initial letter.*

*NOTE 4: Given name is referred to as "Christian name" in some countries.*

### **5.3.16 legal status**

postal address element indicating the legal status of an organisation

*NOTE:* This element comprises the element sub-types preceding legal status and succeeding legal status (see NOTE 6 under 3.2 addressee)

*EXAMPLE:* GmbH, Inc., Ltd., AB, A/S, OY.

### 5.3.17 mailee role descriptor

postal address element indicating, in association with an individual or organisation identification, that the role of the identified individual or group is that of mailee

*NOTE 1:* The purpose of mailee role descriptor is to ensure, when a postal address includes multiple mailee specifications or both an addressee specification and a mailee specification, that there is no ambiguity between them.

*NOTE 2:* Mailee role descriptor is optional. If it is omitted in cases in which the postal address contains both an addressee specification and a mailee specification, the distinction between the two segments has to be inferred from the addressee specification, from the order of the segments or from postal operator and product rules.

*EXAMPLE:* c/o (care of), p/a (per adres), or (indicates that two mailees are considered as alternatives), and (indicates that two mailees are considered as forming a group).

### 5.3.18 name qualifier

postal address element used to distinguish between persons with the same compound surname(s) which have similar **given names** or initials

*EXAMPLE:* III, Senior, the Third.

### 5.3.19 organisation name

postal address element giving the official name, the registered business name or other official designation of an organisation

*NOTE:* This element comprises the element sub-types preceding organisation name and succeeding organisation name (see NOTE 6 under 3.2 addressee)

### 5.3.20 organisational unit

postal address element identifying a subdivision of an organisation

*NOTE:* This element comprises the element sub-types preceding organisational unit and succeeding organisational unit (see NOTE 6 under 3.2 addressee)

*EXAMPLE:* marketing department, after-sales service.

### 5.3.21 postcode

postal address element designating the code used for the sorting of mail

*NOTE 1:* In many countries, postcodes are structured into two or more parts, with one part identifying the delivery region or postal processing facility at which delivery sorting should take place, the second defining the delivery office or route, within the area covered by that facility, and the third, if used, indicating the specific delivery point. For example, most French postcodes commence with the 2-digit number of the Département; British ones are separated into two parts, with the first being a two, three or four character code which indicates the postal district and the second identifying a (group of) delivery address(es) within this.

Therefore, this element comprises the element sub-types primary postcode, secondary postcode and tertiary postcode.

*NOTE 2:* Postcodes are sometimes referred to as postal codes, ZIPs or ZIP-codes.

*NOTE 3:* Postcodes are not used in all countries. In many cases they are complementary information, providing only an encoded representation of locality, the (part of the) delivery route which includes the delivery point concerned and, possibly, the individual delivery point on that delivery route.

*NOTE 4:* A postcode can relate to a single delivery point or to a group of delivery points which are related in postal processing terms, usually by virtue of their being served by a single delivery office or being on a single delivery route. It may, however, relate to other grouping parameters, such as special services.

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*NOTE 5: Though normally having long-term, national significance, postcodes can be operator specific (c.f. Hays DX codes in the United Kingdom) and might have only temporary existence, as when a special postcode is assigned to handle mail resulting from a charity appeal.*

*NOTE 6: Though defined primarily for the purpose of sorting mail, postcodes are often used, outside the postal processing context, for other purposes. In particular, many organisations use them in marketing databases to link potential customer characteristics to geographic areas.*

### 5.3.22 proximate town

postal address element designating the name of a city or major town which is close to town; the name to be used is recommended by the postal operator, based on proximity or postal access considerations. For example, it corresponds to post town or municipality in the U.K. and to postal agglomeration in Belgium

### 5.3.23 qualification

postal address element indicating an individual's professional or academic qualification or rank in a professional group or society

*NOTE 1: This element comprises the element sub-types preceding qualification, intermediate qualification and succeeding qualification.*

*NOTE 2: Qualification, which is an attribute of an individual, should be distinguished from **function**, which designates a role within an organisation. An individual's qualification(s) remain valid, irrespective of changes in the organisation for which (s)he works or in his or her function or job title in an organisation.*

*EXAMPLE: Eurlng, PhD, Fellow of the Royal Society, FRS, Barrister at Law.*

### 5.3.24 region

postal address element specifying the geographic or administrative area of **country** in which **town** or, if specified, **distribution area indicator**, is situated

*NOTE 1: Regions are generally related to administrative rather than to postal geography. Examples include French Departments, German Länder, British Counties and American States. See also ISO 3166-2 Country Subdivision Code.*

*NOTE 2: Region might be optional if the combination of town and, if specified, distribution area indicator is unique within the country.*

### 5.3.25 secondary thoroughfare name

postal address element consisting of the root or part of secondary thoroughfare which has primary sorting significance

### 5.3.26 secondary thoroughfare type

postal address element indicating the category or type of secondary thoroughfare

*NOTE 1: Secondary thoroughfare type can be used to distinguish between instances, in the locality, which have the same **secondary thoroughfare name**.*

### 5.3.27 sector indicator

postal address element indicating the specific instance of **sector type**

*NOTE: This element comprises the element sub-types sector indicator 1, sector indicator level 2 and sector indicator level 3.*

### 5.3.28 sector type

postal address element indicating the type of a group of buildings in which a delivery point is located.

*NOTE: This element comprises the element sub-types sector type level 1, sector type level 2 and sector type level 3.*

*EXAMPLE: conjunto, chome.*

### 5.3.29 stairwell

postal address element indicating access to **floor** or **door** within a **building** and/or **construction**

NOTE: This element comprises the element sub-types stairwell type and stairwell indicator.

EXAMPLE: Escalier.

### 5.3.30 street number or plot

postal address element designating the area, or the object on an area, adjacent to **thoroughfare**, in which the delivery point or delivery point access is located

NOTE 1: This may be in the form of a house or site number or name and will normally correspond to an area defined in the cadastral or municipal register of building plots.

NOTE 2: Where one **building/construction** spans several registered plots, street number or plot may be composite, e.g. 6–8.

### 5.3.31 supplementary delivery point data

postal address element providing additional data or instructions intended to facilitate access to, or designation of, a delivery point

EXAMPLE: "Opposite number 23", "50 metres to the left of the main door"

### 5.3.32 supplementary despatch data

postal address element providing additional data or instructions intended to assist the mail recipient in the processing of a postal item

### 5.3.33 surname prefix

postal address element consisting of the prefix or part of a compound surname which is not significant for sorting purposes

EXAMPLE: de, van, van de, von.

### 5.3.34 surname

postal address element consisting of the root or part of a compound surname which has sorting significance

### 5.3.35 thoroughfare name

postal address element consisting of the root or part of thoroughfare which has primary sorting significance or specifying the access route via which a secondary thoroughfare is reached

### 5.3.36 thoroughfare qualifier

postal address element which distinguishes between different parts or instances of thoroughfare, within a locality, which have the same **thoroughfare name** and **thoroughfare type**

NOTE 1: This element comprises the element sub-types preceding thoroughfare qualifier and succeeding thoroughfare qualifier.

NOTE 2: Thoroughfare qualifier is only separated from thoroughfare name if it has different abbreviation rules and/or has a position in printed representations which is not adjacent to thoroughfare name and/or which differs from its sorting significance. Its position in printed representations – at the beginning, between thoroughfare name and thoroughfare type, or at the end – may be determined by national, regional and/or linguistic considerations, or may be specific to the thoroughfare concerned.

EXAMPLE: Directionals such as North, SW and qualifiers such as Little, Upper.

### 5.3.37 thoroughfare type

postal address element indicating the category or type of thoroughfare

NOTE 1: Thoroughfare type can be used to distinguish between instances in the locality which have the same **thoroughfare name**.

NOTE 2: Thoroughfare type is separated from thoroughfare name and **thoroughfare qualifier** because it may have different abbreviation rules and/or a sorting significance which differs from its relative position in printed representations.

NOTE 3: Thoroughfare type may precede or follow thoroughfare name in printed representations; its position may depend on national, regional and/or linguistic considerations, or may be specific to the thoroughfare concerned. For example, in Belgium,



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French language thoroughfare types, such as boulevard and drève du generally precede the thoroughfare name, whilst their Flemish equivalents, laan and dreef, follow the thoroughfare name.

EXAMPLE: Avenue, Beach, Canal, Lane, Place, Road, Square, Street.

NOTE 4: This element comprises the element sub-types preceding thoroughfare type and succeeding thoroughfare type.

### 5.3.38 town

postal address element indicating the name of the village, town or city in which a delivery point is located, or near to or via which the delivery point is accessed for postal delivery purposes

### 5.3.39 wing

postal address element identifying, for a delivery point, the **building/construction** section in which it is housed and/or the main entry door through which it is accessed

NOTE: This element comprises the element sub-types wing type and wing indicator.

## 5.4 Postal address element sub-types

This sub-clause defines the concept of element sub-types. The element sub-types themselves are included in a registry in Annex A.

In line with the definition in 3.20, elements are the basic conceptual units from which addresses are built. An element can, however, be present several times and in different locations within the address. The element sub-types help to represent these multiple occurrences and facilitate the construction of address templates. They also help when different parts of a single element have to be distinguished during the rendition process, e.g. in order to insert proper punctuation. When an element is present only once and in an indivisible form with an address, so that neither multiple instances nor multiple parts are required, no sub-types are used and the element itself can directly be included within a template. Elements and element sub-types can therefore be considered together as the building blocks of templates.

EXAMPLE: In the United States, address constructs like "SOUTH RIVER STREET NW" contain a thoroughfare name, thoroughfare type, and a preceding and following thoroughfare qualifier, which are commonly known as directionals. As this example shows, both the preceding and following directional may be present in the same address. Therefore a template needs to contain two instances of "thoroughfare qualifier" in different locations in order to properly represent this address construct. The main difference between the two instances in this case is positional, though they may also have different sets of possible values for purposes of validation. To allow for both instances to be stored separately and presented correctly, two sub-types of thoroughfare qualifier are defined: thoroughfare qualifier prefix and thoroughfare qualifier suffix.

## 5.5 Postal address element and element sub-type synonyms

This sub-clause defines the concept of element and element sub-type synonyms. The synonyms themselves are included in a registry in Annex B.<sup>7</sup>

A synonym is a term used in another language or culture for an already listed element or element sub-type. The synonym may be used as an identifier for the element or element sub-type in an address template, either by itself or in association with a code value. Using terms for address elements and element sub-types that are familiar to the users in a particular locality promotes understanding and further use of the addressing standard.

Synonyms may be used in address templates and rendition instructions.

EXAMPLE 1: This standard includes the element "thoroughfare name", a term more often used in Europe. In the United States, the term "street name" is more often used. The latter term may could therefore be defined as a synonym of "thoroughfare name".

EXAMPLE 2: The region element in Switzerland is generally known as "canton". This term may could therefore be defined as a synonym of "region".

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<sup>7</sup> In the present version, Annex B is empty. It will be added to in future versions of the standard.

## 6 Element and element sub-type codes

This clause defines the methodology on which element codes and element sub-type codes are based. A registry of element codes and element sub-type codes is provided in Annex A. The main aim of this code is to avoid duplication and provide a tool which enables an element to be easily identified in the registry of elements and element sub-types. The main characteristic of this registry is that it should contain only a single occurrence of each title or definition, and each title and definition should be easily distinguishable from all the others.

An element code comprises two hierarchical levels, the first (2 digits) identifying the segment/construct and the second (2 digits) identifying the element within the segment/construct, the two being separated by a full stop: xx.yy.

The following identifiers have been assigned to the first level:

10	addressee specification segment
11	mailee specification segment
12	recipient despatching information segment
13	delivery point specification segment, excluding delivery point location construct
14	delivery point location construct

The following identifiers have been assigned to the second level:

00	organisation name	21	thoroughfare name
01	legal status	22	thoroughfare type
02	organisational unit	23	thoroughfare qualifier
03	function	24	street number or plot
04	addressee role descriptor	26	building/construction indicator
05	form of address	27	building/construction type
06	given name	28	extension designation
07	surname prefix	29	wing
08	surname	30	floor
09	name qualifier	31	door
10	qualification	32	supplementary delivery point data
11	mailee role descriptor	33	supplementary despatch data
12	defining authority	34	proximate town
13	postcode	35	delivery service qualifier
14	country	36	secondary thoroughfare name
15	region	37	secondary thoroughfare type
16	town	38	sector type
17	district	39	sector indicator
19	delivery service type	40	stairwell
20	delivery service indicator		

*NOTE: Identifiers 18 distribution area indicator and 25 thoroughfare access data have been deleted.*

An element sub-type code consists of the code of the element of which it is a sub-type, followed by an oblique stroke and an identifier consisting of one or more figures identifying the sub-type within the element: xx.yy/-z.

The value of z begins at one for the first assigned sub-type and continues to increase as new sub-types are registered. Therefore, if an element has ten sub-types, the format can be represented as xx.yy/-zz. The use of more than two digits for x, y and z is not currently contemplated. As a convention, when using an element directly in a template, the format xx.yy and the format xx.yy/-z with z taking the value of zero are considered equivalent. Additionally, the format xx.yy/-z is equivalent to xx.yy/-zz if zz has a leading zero.

*EXAMPLE: The sub-type "door type" is identified by 44.31/14.31-1 when it involves information found in the delivery point information (information used by the postal operator for deliveries). However, the same sub-type, but in the mail recipient despatching information (information intended for the routing and dispatch by the mail recipient, when this is not the addressee), will be identified by 42.31/12.31-1.*

## 7 Postal address templates

This clause defines the concept of address templates. The templates themselves are included in a registry in Annex C.

An address template states how an address is to be written; in particular, it shows the order in which address elements are to appear, distinguishes between mandatory and optional elements and provides rendition instructions.

For the purposes of this specification, address templates include both name and address elements. For some mailing purposes, additional components may be included in the address area on a mail piece, including information used by postal services to route the mail, process address changes, and as part of qualification for postal rates. Though it can be useful to include these additional components in address templates, the definition and description of such components is not within the scope of this standard.

Address templates may also be used to convey additional characteristics of an address or of a set of addresses. This information may include the language in which the address or parts of the address are presented, the character set that is used, and the specification of rules and preferences governing the inclusion or exclusion of optional elements.

Each country may have its own characteristic address templates. There are often multiple address types for a given country, with different mandatory and optional elements and different orderings of elements. This can give rise to multiple templates for a single country. Alternatively, if the templates are expressed in a formal notation, a composite template that incorporates multiple address types may be presented. Such a composite template may include branching logic based on the data contained in address elements or the value of external variables.

In the event that multiple templates are presented for a particular country, each template should be accompanied by a description of the trigger conditions indicating why this template rather than another should be used for an address.

Each address template should be presented in natural language and in XML.

To ensure the congruence between the natural language description and the XML presentation of the templates and to avoid ambiguity, a number of symbols is used in the natural language description.

The symbols and their signification are:

(...) mandatory

[...] optional

\...\ line boundaries

<...> choice block delimiters

{...} precedence

{R} or {L} line justification.

!...! comment

~~To date, rendition instructions have been defined or are in the process of definition for the following countries: Finland, France, Japan, Morocco, Netherlands, South Africa, United Kingdom, United States of America and Venezuela.~~

## 8 Postal address rendition instructions

This clause defines the concept of address rendition instructions. The rendition instructions themselves are included in Annex C unless they are country specific and are included in Annex B.<sup>8</sup>

Rendition instructions define how address elements shall be rendered, or in some cases optionally may be rendered, when printed on a mail piece or materialized on a display screen or other medium in human readable form. They reflect rules for properly formatting addresses, including punctuation, spacing, fonts, the format of the postcode, locations for identifying marks and codes, abbreviations, and techniques for shortening and reorganizing components to ensure deliverability when there are constraints on available label space.

These instructions can be defined in natural language or as named procedures including algorithms that are capable of being directly or indirectly incorporated in software systems. Such named procedures can operate directly on address elements or upon sets of address elements. Alternatively, they can constitute a decision procedure determining aspects of formatting such as inclusion of constants or choice among branches within a template.

*EXAMPLE: The postcode in the United States of America can be saved in the format 999999999 in a database. However, in an address, the postcode should be printed in the format 99999-9999. The rendition instructions therefore state that it is printed with a dash between the 5th and 6th digits. If this rendition instruction is registered as a named procedure, then this procedure might also state that the dash is not present when the last four digits of the postcode are not provided, that the last four digits should not be 0000 nor the first five 00000, that the last four digits are never printed without the first five, that leading zeros are always printed, and that no spacing is allowed preceding or following the dash.*

~~To date, rendition instructions have been defined or are in the process of definition for the following countries: Finland, France, Japan, Morocco, Netherlands, South Africa, United Kingdom, United States of America and Venezuela.~~

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<sup>8</sup> In the present version, Annex D is empty. It will be added to in future versions of the standard.

## **9 Change management process**

Amendment requests apply to the following:

- registry of element and element sub-type codes (Annex A)
- registry of synonyms (Annex B)<sup>7</sup>
- postal address templates (Annex C)
- postal address rendition instructions (Annex D)<sup>8</sup>
- registry of cross-references (Annex E)<sup>9</sup>

### **9.1 Entitlement**

Amendment requests may be submitted by any organisation that fulfils the membership or observer conditions for the maintenance group, as set out in 9.4.1 and 9.4.2, with no requirement to actually be a member or observer.

### **9.2 Application procedure**

Amendment requests should be sent in writing to the UPU Standards Board Secretariat.

Such requests should specify, for each amendment:

- to what registry the amendment applies;
- the reasons for the amendment;
- in the case of amendments to the registry of element and element sub-type codes: the code of the element or element sub-type (in case of deletion or amendment) and the new title and description (in case of creation or amendment);
- in the case of amendments to the registry of element and element sub-type synonyms: the code of the element to which the synonym applies and the new name and description of the synonym (in case of creation or deletion);
- in the case of amendments to the address templates: the country in which the template applies, the name of the template (if there is more than one template for the country), the template descriptions in natural language and XML, the trigger condition;
- in the case of amendments to the address rendition instructions: the name of the country to which the rule applies, and if applicable the code of the element (or element sub-type) to which the rule applies, the new name, description in natural language and XML of the rule (in case of creation or amendment) and the former name of the rule (in case of amendment or deletion);
- the date from which the amendment, if accepted, is expected to enter into practical use.

### **9.3 Processing of applications**

The maintenance/project group appointed by the UPU Standards Board is responsible for processing amendment requests, in accordance with the following recommendations:

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<sup>9</sup> In the present version, Annexes B, D and E are empty. They will be added to in future versions of the standard.

- Requests shall be validated to ensure that they comply with the requirements specified above. The maintenance group shall be entitled to seek clarification or amendment of any aspect of an application for which it considers this appropriate.
- In the case of amendments to the list of elements, the maintenance group may recommend an element sub-type or synonym be added in place of a new address element. Since an element sub-type is associated with a sub-type code, whereas a synonym does not have its own code, the request may be formulated so as to indicate whether an element sub-type or a synonym is a suitable substitute, in the event that a new address element is not recommended.
- In the case of amendments to the registry of sub-types, the maintenance group will review the nomination to verify that the sub-type is associated with the correct element, does not constitute a new element, and is not redundant.
- In the case of amendments to the registry of synonyms, the maintenance group will review the nomination to verify that the synonym is associated with the correct element, does not constitute a new element, and is not redundant.
- In the case of amendments to the registry of rendition instructions, the maintenance group will review the nomination to determine that the instruction is described completely and unambiguously, and is not redundant.
- The maintenance group shall determine whether to accept the application or to reject it. In case of rejection, the application shall be referred to the Standards Board, whose decision shall be final. In case of acceptance, the maintenance group shall amend the relevant registry.

## **9.4 Members and observers of S42 maintenance group**

### **9.4.1 Membership**

The maintenance/project group appointed by the UPU Standards Board consists of postal administrations. Its members are experts appointed on the basis of their qualifications in the addressing domain.

Any UPU member administration may become a full member of the maintenance group. The members are expected to be prepared to attend/host the meetings. A request to become a member should be submitted in writing to the Chairman of the maintenance group. The request will then be put on the agenda of the next meeting of the group, where the new member will be formally approved. In order to ensure the proper functioning of meetings, each member shall appoint no more than three representatives per meeting. Administrations serving on the maintenance group are expected to do so at their own expense, i.e., each administration is expected to pay for its travel and associated costs when attending meetings.

### **9.4.2 Observers**

There are several types of possible observer organisations in the maintenance/project group appointed by the UPU Standards Board:

- UPU members
- Official bodies of the UPU's Postal Operations Council (POC) or Council of Administration (CA)
- Representatives of the United Nations organisations
- Representatives of the Restricted Unions of the UPU
- External organisations: For this category, the rules and procedures for external observers apply.

The observer organisation is entitled to send no more than two representatives per meeting.

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### **9.4.3 Rules and procedures for external observers**

Any external organisation that wishes to become a registered observer in the maintenance group should:

- be a representative (umbrella) organisation for a particular industry and/or large geographical/economic area;
- have a clear link to postal and/or standardization activities;
- have a strong international character;
- agree to the rules/procedures, as specified by the maintenance group;
- agree that the maintenance group may require reciprocity in granting observer status, i.e., it would expect to be granted observer status in relevant working groups/committees of the organisation concerned.

Any request to become an observer in the maintenance group should be submitted in writing to the Chairman of the group. The request should be accompanied by appropriate motivation and information about the organisation. The request will be tabled for approval by ~~put on the agenda of the next meeting of the maintenance group, where the new observer must be formally approved.~~ Once approved, the organisation may participate as an observer in the meetings of the maintenance group.

### **9.4.4 Decision-making**

Decisions shall be taken unanimously. If no consensus can be reached on a subject, it may be discussed by the UPU Standard Board, within which the POC decision-making rules apply.

## Annex A (normative)

### Registry of element and element sub-type codes

UPU code	Segment/ construct	Element	Sub-type	Title	Description (if different from element)
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#### Addressee Specification Segment

10.00	10	00		Organisation Name	
10.01	10	01		Legal Status	
10.02	10	02		Organisational Unit	
10.03	10	03		Function	
10.04	10	04		Addressee Role Descriptor	
10.05	10	05		Form of Address	
10.06	10	06		Given Name	
40.06/41 0.06-1	10	06	1	Given Name part 1	Postal address element sub-type indicating the first (country specific) part of the given name
40.06/21 0.06-2	10	06	2	Given Name part 2	Postal address element sub-type indicating the second (country specific) part of the given name
40.06/31 0.06-3	10	06	3	Given Name part 3	Postal address element sub-type indicating the third (country specific) part of the given name
10.07	10	07		Surname Prefix	
10.08	10	08		Surname	
10.09	10	09		Name Qualifier	
10.10	10	10		Qualification	



**S42-3**

UPU code	Segment/construct	Element	Sub-type	Title	Description (if different from element)
40-10/41 0.10-1	10	10	1	Preceding Qualification	Postal address element sub-type preceding the element given name and/or the construct compound surname in a physical representation Examples: dr. John Smith, ingénieur Jansen, Oberst Heinz von Hohenstedt
40-10/21 0.10-2	10	10	2	Intermediate Qualification	Postal address element sub-type following the element given name and preceding the construct compound surname in a physical representation Example: Johan baron Sloet
40-10/31 0.10-3	10	10	3	Succeeding Qualification	Postal address element sub-type following the construct compound surname in a physical representation Example: Harry Johnson MSc

**Mailee Specification Segment**

11.00	11	00		Organisation Name	
44-00/41 1.00-1	11	00	1	Preceding organisation name	Postal address element sub-type preceding the individual addressee information
44-00/21 1.01-2	11	00	2	Succeeding organisation name	Postal address element sub-type succeeding the individual addressee information
11.01	11	01		Legal Status	
44-04/41 1.01-1	11	01	1	Preceding legal status	Postal address element sub-type preceding the individual addressee information
44-00/21 1.01-2	11	01	2	Succeeding legal status	Postal address element sub-type succeeding the individual addressee information
11.02	11	02		Organisational Unit	
44-02/41 1.02-1	11	02	1	Preceding organisational unit	Postal address element sub-type preceding the individual addressee information
44-02/21 1.02-2	11	02	2	Succeeding organisational unit	Postal address element sub-type succeeding the individual addressee information

UPU code	Segment/construct	Element	Sub-type	Title	Description (if different from element)
11.03	11	03		Function	
11.05	11	05		Form of Address	
11.06	11	06		Given Name	
44.06/41 1.06-1	11	06	1	Given Name part 1	Postal address element sub-type indicating the first (country specific) part of the given name
44.06/21 1.06-2	11	06	2	Given Name part 2	Postal address element sub-type indicating the second (country specific) part of the given name
44.06/31 1.06-3	11	06	3	Given Name part 3	Postal address element sub-type indicating the third (country specific) part of the given name
11.07	11	07		Surname Prefix	
11.08	11	08		Surname	
11.09	11	09		Name Qualifier	
11.10	11	10		Qualification	
44.10/41 1.10-1	11	10	1	Preceding Qualification	Postal address element sub-type preceding the element given name and/or the construct compound surname in a physical representation Examples: dr. John Smith, ingénieur Jansen, Oberst Heinz von Hohenstedt
44.10/21 1.10-2	11	10	2	Intermediate Qualification	Postal address element sub-type following the element given name and preceding the construct compound surname in a physical representation Example: Johan baron Sloet
44.10/31 1.10-3	11	10	3	Succeeding Qualification	Postal address element sub-type following the construct compound surname in a physical representation Example: Harry Johnson MSc
11.11	11	11		Mailee Role Descriptor	

#### Mail Recipient Despatching Information Segment

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UPU code	Segment/construct	Element	Sub-type	Title	Description (if different from element)
12.29	12	29		Wing	
12.29-1	12	29	1	Wing Type	Postal address element sub-type indicating the type of wing ( Examples: Entree )
12.29-2	12	29	2	Wing Indicator	Postal address element sub-type designating a specific wing
12.30	12	30		Floor	
12.30-1	12	30	1	Floor Type	Postal address element sub-type indicating the type of floor (Examples: Etage )
12.30-2	12	30	2	Floor Indicator	Postal address element sub-type designating a specific door
12.31	12	31		Door	
12.31/1 2.31-1	12	31	1	Door Type	Postal address element sub-type indicating the type of door Examples: Room, Apartment
12.31/2 2.31-2	12	31	2	Door Indicator	Postal address element sub-type designating a specific door type
12.33	12	33		Supplementary Despatch Data	
12.40	12	40		Stairwell	
12.40-1	12	40	1	Stairwell Type	Postal address element sub-type indicating the type of stairwell Examples: Escalier
12.40-2	12	40	2	Stairwell Indicator	Postal address element sub-type designating a specific stairwell

UPU code	Segment/construct	Element	Sub-type	Title	Description (if different from element)
<b>Delivery Point Specification Segment</b>					
13.12	13	12		Defining Authority	
13.13	13	13		Postcode	
43-13/41 3.13-1	13	13	1	Primary Postcode	Postal address element sub-type indicating the first (country specific) part of the postcode
43-13/21 3.13-2	13	13	2	Secondary Postcode	Postal address element sub-type indicating the second (country specific) part of the postcode
43-13/31 3.13-3	13	13	3	Tertiary Postcode	Postal address element sub-type indicating the third (country specific) part of the postcode
13.14	13	14		Country	
43-14/41 3.14-1	13	14	1	Country Name	Postal address element sub-type designating the name of the country. For that designation, the language used needs to be specified.  Note: In printed representations of addresses on cross-border items, representation in the form of country name is required. This does not imply that the country name needs to be in a database representation of the address: country name in the printed representation could be derived by look-up from the ISO 3166-1 code.
43-14/21 3.14-2	13	14	2	Country Code	Postal address element sub-type designating a coded representation of the country name. For coded representation, use of the ISO 3166-1 alpha-two character code is recommended.
13.15	13	15		Region	
13.34	13	34		Proximate Town	
13.35	13	35		Delivery Service Qualifier	
13.16	13	16		Town	
13.17	13	17		District	

UPU code	Segment/construct	Element	Sub-type	Title	Description (if different from element)
13.19	13	19		Delivery Service Type	
13.20	13	20		Delivery Service Indicator	
13.38	13	38		Sector type	
43-38/41 3.38-1	13	38	1	Sector type level 1	Postal address element sub-type indicating the first instance of the sector type
43-38/21 3.38-2	13	38	2	Sector type level 2	Postal address element sub-type indicating the second instance of the sector type
43-38/31 3.38-3	13	38	3	Sector type level 3	Postal address element sub-type indicating the third instance of the sector type
13.39	13	39		Sector indicator	
43-39/41 3.39-1	13	39	1	Sector indicator level 1	Postal address element sub-type designating the name or the number of the first instance of sector typ.
43-39/21 3.39-2	13	39	2	Sector indicator level 2	Postal address element sub-type designating the name or the number of the second instance of sector type
43-39/31 3.39-3	13	39	3	Sector indicator level 3	Postal address element sub-type designating the name or the number of the third instance of sector type

**Delivery Point Location Construct**

14.21	14	21		Thoroughfare Name	
14.22	14	22		Thoroughfare Type	
14.22-1	14	22	1	Preceding Thoroughfare Type	Postal address element sub-type preceding the thoroughfare name
14.22-2	14	22	2	Succeeding Thoroughfare Type	Postal address element sub-type following the thoroughfare name
14.23	14	23		Thoroughfare Qualifier	
44-23/41 4.23-1	14	23	1	Preceding Thoroughfare Qualifier	Postal address element sub-type preceding the thoroughfare component(s) in order to distinguish between different parts or instances of thoroughfare, within a locality, which have the same thoroughfare name and thoroughfare type

UPU code	Segment/construct	Element	Sub-type	Title	Description (if different from element)
14.23/21 4.23-2	14	23	2	Succeeding Thoroughfare Qualifier	Postal address element sub-type following the thoroughfare component(s) in order to distinguish between different parts or instances of thoroughfare, within a locality, which have the same thoroughfare name and thoroughfare type
14.36	14	36		Secondary Thoroughfare Name	
14.37	14	37		Secondary Thoroughfare Type	
14.24	14	24		Street No or Plot	
14.26	14	26		Building/Construction Indicator	
14.26-1	14	26	1	Preceding Building/Construction Indicator	Postal address element sub-type preceding the Building/Construction Indicator
14.26-2	14	26	2	Succeeding Building/Construction Indicator	Postal address element sub-type following the Building/Construction Indicator
14.27	14	27		Building/Construction Type	
14.28	14	28		Extension Designation	
14.29	14	29		Wing	
14.29-1	14	29	1	Wing Type	Postal address element sub-type indicating the type of wing ( Example: Entrée)
14.29-2	14	29	2	Wing Indicator	Postal address element sub-type designating a specific wing
14.30	14	30		Floor	
14.30-1	14	30	1	Floor Type	Postal address element sub-type indicating the type of floor Example: Etage
14.30-2	14	30	2	Floor Indicator	Postal address element sub-type designating a specific floor
14.31	14	31		Door	
14.31/1 4.31-1	14	31	1	Door Type	Postal address element sub-type indicating the type of door Examples: Room, Apartment
14.31/2 4.31-2	14	31	2	Door Indicator	Postal address element sub-type designating a specific door-type
14.32	14	32		Supplementary DP Data	

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UPU code	Segment/ construct	Element	Sub-type	Title	Description (if different from element)
14.40	14	40		Stairwell	
14.40-1	14	40	1	Stairwell Type	Postal address element sub-type indicating the type of stairwell Examples: Escalier
14.40-2	14	40	2	Stairwell Indicator	Postal address element sub-type designating a specific stairwell

**Annex B**  
(normative)

**Registry of synonyms**

<i>Element Element sub-type</i>	<i>Synonym</i>	<i>Synonym description</i>



## Annex BC (normative)

### Postal address templates

#### B.1 Definitions of Template Notations

##### B.1.1 Natural Language Notation

To ensure the congruence between the natural language description and the XML presentation of the templates and to avoid ambiguity, a number of symbols is used in the natural language description.

The symbols and their signification are:

(...) mandatory

[...] optional

\...\ line boundaries

<...> choice block delimiters

{...} precedence

{R} or {L} line justification.

!...! comment

##### B.1.2 XML Notation - Postal Address Template Description Language (PATDL)

```
<?xml version="1.0" encoding="UTF-8"?>
<xs:schema xmlns:xs="http://www.w3.org/2001/XMLSchema" elementFormDefault="qualified">
  <!--
```

This W3C XML schema defines version 2.2 of the Postal Address Template Description Language (PATDL).

A PATDL template is an ordered list of address data elements, which might be populated in any given instance, arranged in groups corresponding to lines of output information in such a way that the data populating the elements will produce a mailing address, order form address, display screen address, or other desired outcome. There can be one or more address templates for a particular job, and the templates are invoked from an application under control of the user.

Incorporated within each template typically will be found a set of rendition instructions, which define various functions and operations that can be performed upon the address data elements. This is done in order to ensure that the output from processing the template preserves the information necessary to achieve postal delivery, maintain quality control in production, and communicate with the addressee, even when production constraints dictate that some of the available information will not fit on the mail piece.

A PATDL template is identified by four components, though not all are needed in all circumstances. The first is a template type code. The second is the country code, in the two character alphabetic ISO 3166 standard code. The third is a four-position user code that identifies the owner or designer of the template. The fourth is a three-digit template number, which should be sufficient to support a library of template variations.

PATDL supports implicit conditional logic, enabling branching within the template based on field values, business rules, decision tables, or other defined procedures. Templates refer to elements by their names or by using codes assigned by the UPU, and can also utilize externally defined elements or code sets. Templates for

some countries, such as the United Kingdom, can be substantially more complex than for others, such as the United States.

As further work is done on templates, including defining standard templates as part of the UPU POST\*Code project, the user will increasingly benefit from the opportunity to incorporate standard templates into an application, customizing them as necessary to add proprietary features. PATDL supports customisation through an extensive selection of parameters that allow expression of user preferences during final presentation.

PATDL was developed in February 2002, as the first XML description language for postal address templates. Successive versions have been included in UPU S42 as a way to define templates in XML corresponding to natural language template (NLT) descriptions while supplying additional information useful to an application. A PATDL template includes identifying information and has content pertaining to defining address structures and formats, including user preferences, trigger conditions, line candidates, line components, address elements, and rendition instructions.

User preferences are needed to resolve issues of selection of line candidates, line components, lines, and address elements, constraints upon rendition, options requiring a choice, and rendition instructions that vary depending on the job to be performed. Additionally, user preferences determine quality thresholds and govern the type and amount of output information generated from an implementation relating to the achievement of these thresholds.

Trigger conditions determine the inclusion or exclusion of line candidates and components from the initial rendition, which is a starting point from which rendition instructions are followed to create the final presentation. Before this is done there is an opportunity to perform operations that serve as preconditions, either to help determine the paths taken through template logic or in some cases to allow for data manipulations needed prior to executing that logic.

Line candidates and components are collections of elements that can become multiple physical lines, single physical lines, or parts of physical lines during the rendition process.

Address elements are parts of addresses as defined in a standardisation process such as that begun at the CEN and continued at the UPU. In PATDL, both elements and element sub-types can be used in populating the templates, and it is also possible to use external elements from other sources even when they are only identified with tags or names and not with a code structure.

Rendition instructions accomplish the final presentation of the address or intermediate steps toward that end. They include rendition operators that utilize constants and rendition commands that manipulate elements, lines, and line components. There are also rendition parameters that govern the conditions under which the rendition is carried out. Rendition instructions are an integral part of the UPU S42 framework included in the template registry. There are upstream rendition instructions that perform branching among different parts of the template and downstream rendition instructions which accomplish the final presentation of address elements and components.

As part of the identifying information in the template, a reference key can be used to uniquely identify the data set. A means is provided to define general information about systems of element identifiers, element definers, and element descriptors, including type, prefix, language, system, version, and source. Later on, individual instances of these entities are used to populate logical lines and components. An element identifier uniquely specifies an element even when multiple sources of elements are being used. If there are multiple sources, a prefix is used with the identifier to guarantee uniqueness. An element definer documents what an element represents and is not used to access the element. An element descriptor provides a semantic clue or an alternate description of the meaning of an element and can also serve as an alternate identifier.

A default delimiter will be used to separate elements and constants in output generated using the template, unless it is overridden by using a rendition instruction that has a specific behavior that results in suppression of the default delimiter.

Within the template, a default separator is used to separate arguments. A default sequencer is used to separate elements within a single argument. A default collector indicates a series of elements within a single argument.

An external entity can be a data table used in the rendition process, called procedures invoked during the rendition process, or other data relevant to the process. External entities are documented to indicate where they can be found and also to describe key aspects of their structure that need to be known in order for a PATDL interpreter to work properly. Such an interpreter may have such external entities available locally or it may have to

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access them remotely. Among the features of external entities that are documented are unique names, input parameters, elements used, data modes of IN for input and OUT for output, table data structures including starting positions and field lengths, result codes, and reporting requirements.

Specific parameters include LANG for setting a language for reporting, POS to identify a code or codes denoting a successful result, NEG to identify a code or codes denoting an unsuccessful result, ERR for error codes, OUT to identify which events, whether all, none, or just errors, denoted by "Y", "N", or "ERR" respectively, should be reported in an output stream, and LIM to place a limit on the number of cases for which output is generated.

A PATDL document may include one or more templates, referenced by a template identifier. The template identifier includes the template type, ADR to denote an address template, the ISO 3166 country code (ALPHA-2), a four-character user code, and a three-digit template number. There may be multiple branches within a template for the same country representing different address types with distinct orderings of elements. There can be multiple templates for the same country within a PATDL document. Alternatively, each template can be presented as a different PATDL document.

The user preferences include several constructs designed to indicate which of a set of line candidates or components is preferred when more than one is populated for a given address instance, and also to permit the elimination of particular line candidates or components from consideration in the current rendition process.

Another user preference allows arbitration within an application between the relative priorities of rendition instructions operating in the horizontal vs. the vertical dimension. There is also a capability to specify other application parameters as a user preference.

A character set is a preferred or allowable set of characters that are eligible to be used in the output of a particular rendition process.

A quality threshold is crossed when, in the process of rendition, essential data has been eliminated, or required data is determined not to be present, that can compromise deliverability of the address as determined by the user or a postal service.

Quality control thresholds can provide error reports depending on the value of the OUT parameter. Reports can be generated if a rendition instruction with a priority over a given threshold is invoked, if default truncation of any element is performed, or if an element with required content is either null or an empty string, or matches the default delimiter. The parameters for these include LVL with a numeric value to denote the maximum priority allowed, TRN for default truncation with a value of "Y" or "N", REQ for absence of a required element or component with a value of "Y" or "N", and LIM with a numeric value to limit the number of cases for which output is generated. The OUT parameter can take the values "Y", "LVL", "TRN", "REQ", or "N". Output should include diagnostic and identifying information.

User preferences also permit the specification of a maximum number of lines and characters per line for the rendition, which often determines the constraints that govern almost all the other rendition procedures. Another preference prevents the elimination of blank lines through compression, which is the default behavior. This can also be specified on a line by line basis.

Trigger conditions show whether an element or set of elements is populated, or whether an element, an external called procedure, or a user preference, has a certain value. There is also a block construct, lineSelect, to denote the scope of a set of trigger conditions, and a defaultCase trigger condition to guarantee that one of a set of conditions within a block will be satisfied. Within a trigger condition, a default separator indicates a boundary between two arguments, and a default sequencer and default collector can indicate a series or sequence of elements within a single argument. Values are enclosed within either single or double quotes.

Trigger conditions are followed by one or more line candidates, and if the conditions are satisfied, the immediately following line candidates, which may explicitly include or implicitly exclude line components, will be selected into the initial rendition. Each line candidate and line component with all of its elements and operators are defined in a lineData section. Whenever one set of trigger conditions within a lineSelect block has been satisfied, none of the others are evaluated. If a line candidate is selected but user preferences indicate that it is to be suppressed, it is not brought forward.

The isPopulated trigger condition can have multiple arguments and is satisfied only if all arguments, including at least one of a set of elements within an argument, meet the condition of being populated. The isNotPopulated trigger condition has the same options and is satisfied only if all arguments, including at least one of a set of

elements within an argument, are not populated, that is, null or an empty string, or match the default delimiter. The `hasValue` trigger condition can test whether an element has a particular value, or a value within a range of values, or whether an element has the same value as another element. The `hasNotValue` trigger condition can test whether an element does not have a particular value, or does not have a value within a range of values, or whether an element does not have the same value as another element. The `containsValue` trigger condition iterates through the data in an element, considered as a string, to determine whether an element contains a value, or a value within a range of values. The `hasPreference` trigger condition tests whether a user preference has been indicated matching a value or one of a series of values. The `hasResult` trigger condition and the `preCondition` trigger condition compare the result of an external called function to a specified value. These are the only trigger conditions that can accept elements as input parameters. If present, the parameters are enclosed in parentheses after the function name and delimited by the default sequencer. The `defaultCase` trigger condition can be used after one or more other conditions are tested to ensure that one of a set of trigger conditions is satisfied. It has no arguments and cannot be combined with any other trigger conditions, but it is followed by one or more line candidates and line components.

Whether or not a `defaultCase` condition is present, a `lineSelectReport` condition can be defined with parameters to define when the particular `lineSelect` block should report events that it generates. The parameter `OUT` can take a value of "Y", "SEL" or "N" to generate or suppress output, with "Y" including all events, "N" including none, and "SEL" including events generated either by a default case or when the logic produces no selections. `LIM` can be set to limit the number of cases for which output is generated. Output should include the elements tested and the specific values found that led to the events or the lack of any events.

Implicitly, an or-function can be represented by repeating trigger conditions, each with its own line construct result, and an and-function can be represented by consecutive trigger conditions prior to a line construct result. A test for equality can be accomplished by the `hasValue` trigger condition with two elements, and a test for inequality can be done by the `hasNotValue` trigger condition with two elements. All of these tests can also be done by using `hasResult` with an appropriate called procedure.

Trigger conditions are defined in PATDL at the line or line component level, not at the element level. This simplifies the template logic at the expense of verbosity. For example, given a choice between a formal first name or a nickname, with a middle name also possible, the middle name might not be wanted with the nickname. To get this result, it is necessary to set up two alternate name lines, and populate one or the other based on whether the formal first name is available or not.

Line data includes line names, line numbers, line components, line component identifiers, and line priorities. There is a component language designator, and indicators for whether a component can be moved or compressed, an indicator for whether content is required if the component is selected, or alternatively whether the component is part of a group one or more of which is required if the component is selected. There are one or more rendition commands for combining lines including specifying priority, limits, grouping and order of the line components, any needed delimiters, and location of the combined components, and finally, sets of rendition commands, elements, and rendition operators applying to the elements. The line names and line numbers are mandatory. Line names and numbers are both needed since the same line construct may appear in different places, and several components could be candidates for the same line number. The line numbers are subject to change during the rendition process. Line components with line priorities are needed in order to establish a decision procedure for keeping or dropping lines. A component that can be moved can have its own position changed by the expansion, contraction or elimination of other components. A component that can be compressed is one whose position can itself be eliminated if it is not populated. If content is not present when a required component has been selected, a quality control error message will be generated, if the appropriate parameter has been specified. Combining lines is part of the rendition process, and multiple components are used when lines might be divided by moving a component either up or down. Elements can also be divided so that portions of element content are moved up or down using the default delimiter as a separator.

Element data includes one or more sets of an element identifier, definer, and descriptor, and an indicator for whether content is required if the component is selected, or alternatively whether the element is part of a group one or more of which is required if the component is selected. There is a migration precedence function, an indicator for left or right field justification, parameters for field starting position and length, and one or more rendition commands applying to the element. Element substitution is accomplished by indicating multiple elements. If the first is not populated, the next will be tried, and so on, though once one has been included, the remainder of the set is not checked. If required content is not present, and the component is required, or if the component is not required and is not eliminated during the rendition process, a quality control error message will be generated, if the appropriate parameter has been specified. The migration precedence function allows an element to be selected in more than one position within the same or different components and provides a priority setting method for locating the element data properly based on the presence or absence of other elements within

the component. For example, a mailee role descriptor with a value of "c/o" could apply to a named individual, or an organisational function, or an organisational unit, or the organisation name, depending on which of these elements or sets of elements were populated.

Rendition instructions, including commands and operators, and elements are defined in the appropriate source documents. The sources include the Universal Postal Union (UPU) S42 standard "International Postal Address Components and Templates", the IDEAlliance Address Data Interchange Specification (ADIS), code lists from the Electronic Commerce Code Management Association (ECCMA), or others. Multiple sources of elements and rendition instructions can be used together as they are uniquely differentiated. This can be accomplished by designating a different prefix for each source.

```
-->
<xs:element name="patdl22.xml">
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      <xs:element name="contentDefinition" type="contentDefinitionType" maxOccurs="unbounded"/>
    </xs:sequence>
  </xs:complexType>
</xs:element>
<!-- -->
<xs:complexType name="identifierType">
  <xs:sequence>
    <xs:element ref="referenceKey"/>
    <xs:element name="elementIdentifier" type="elementIdentifierType" maxOccurs="unbounded"/>
    <xs:element name="elementDefiner" type="elementDefinerType" maxOccurs="unbounded"/>
    <xs:element name="elementDescriptor" type="elementDescriptorType" maxOccurs="unbounded"/>
    <xs:element name="renditionInstruction" type="renditionInstructionType" minOccurs="0"
maxOccurs="unbounded"/>
    <xs:element ref="defaultDelimiter"/>
    <xs:element ref="defaultSeparator"/>
    <xs:element ref="defaultSequencer"/>
    <xs:element ref="defaultCollector"/>
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<!-- -->
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  <xs:sequence>
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    <xs:element ref="prefix" minOccurs="0"/>
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    <xs:element ref="version"/>
    <xs:element ref="source"/>
  </xs:sequence>
</xs:complexType>
<!-- -->
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  <xs:sequence>
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    <xs:element ref="prefix" minOccurs="0"/>
    <xs:element ref="language"/>
    <xs:element ref="system" minOccurs="0"/>
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    <xs:element ref="source"/>
  </xs:sequence>
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  <xs:sequence>
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    <xs:element ref="prefix" minOccurs="0"/>
    <xs:element ref="language"/>
    <xs:element ref="system" minOccurs="0"/>
    <xs:element ref="version" minOccurs="0"/>
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  </xs:sequence>
</xs:complexType>
<!-- -->
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  <xs:sequence>
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    <xs:element ref="language"/>
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    <xs:element ref="source"/>
  </xs:sequence>
</xs:complexType>
<!-- -->
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```

```

<xs:sequence>
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  <xs:element ref="entityId"/>
  <xs:element ref="entityType"/>
  <xs:element ref="entityReference"/>
  <xs:element ref="entitySystem"/>
  <xs:element ref="entityVersion"/>
  <xs:element name="entityDataStructure" type="entityDataStructureType"/>
  <xs:element name="entityArguments" type="entityArgumentsType"/>
  <xs:element ref="entityPriority" minOccurs="0"/>
  <xs:element ref="entityLocation" minOccurs="0"/>
</xs:sequence>
<!-- -->
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<xs:complexType name="entityArgumentsType">
  <xs:sequence minOccurs="0" maxOccurs="unbounded">
    <xs:element ref="parameterName"/>
    <xs:element ref="parameterValue"/>
  </xs:sequence>
</xs:complexType>
<!-- -->
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  <xs:sequence minOccurs="0" maxOccurs="unbounded">
    <xs:element ref="elementId"/>
    <xs:element ref="posStart" minOccurs="0"/>
    <xs:element ref="posLength" minOccurs="0"/>
    <xs:element ref="dataMode"/>
  </xs:sequence>
</xs:complexType>
<!-- -->
<xs:complexType name="templateIdentifierType">
  <xs:sequence>
    <xs:element ref="templateType"/>
    <xs:element ref="countryCode"/>
    <xs:element ref="userId"/>
    <xs:element ref="templateSeqNum"/>
  </xs:sequence>
</xs:complexType>
<!-- -->
<xs:complexType name="contentDefinitionType">
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    <xs:element name="userPreferences" type="userPreferencesType"/>
    <xs:element name="triggerConditions" type="triggerConditionsType"/>
    <xs:element name="lineData" type="lineDataType" maxOccurs="unbounded"/>
  </xs:sequence>
</xs:complexType>
<!-- -->
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    <xs:element name="componentPreference" type="componentPreferenceType" minOccurs="0"
maxOccurs="unbounded"/>
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    <xs:element name="suppressComponent" type="suppressComponentType" minOccurs="0"
maxOccurs="unbounded"/>
    <xs:element ref="applicationParameter" minOccurs="0" maxOccurs="unbounded"/>
    <xs:element ref="characterSet" minOccurs="0"/>
    <xs:element name="verticalVsHorizontal" type="verticalVsHorizontalType" minOccurs="0"/>
    <xs:element name="qualityThreshold" type="qualityThresholdType" minOccurs="0"/>
    <xs:element ref="maxLines" minOccurs="0"/>
    <xs:element ref="maxCharacters" minOccurs="0"/>
    <xs:element ref="preserveBlankLines" minOccurs="0"/>
  </xs:sequence>
</xs:complexType>
<!-- -->
<xs:complexType name="linePreferenceType">
  <xs:sequence>
    <xs:element name="lineName" type="lineNameType"/>
    <xs:element ref="typeOfPreference"/>
    <xs:element name="lineName" type="lineNameType"/>
  </xs:sequence>
</xs:complexType>
<!-- -->
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  <xs:simpleContent>
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      <xs:attribute name="lineNumber" type="xs:string" use="required"/>
    </xs:extension>
  </xs:simpleContent>
</xs:complexType>
<!-- -->
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  <xs:sequence>
    <xs:element ref="componentId"/>
    <xs:element ref="typeOfPreference"/>
  </xs:sequence>

```

```

    <xs:element ref="componentId"/>
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</xs:complexType>
<!-- -->
<xs:complexType name="suppressLineType">
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  </xs:sequence>
</xs:complexType>
<!-- -->
<xs:complexType name="suppressComponentType">
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    <xs:element ref="componentId"/>
  </xs:sequence>
</xs:complexType>
<!-- -->
<xs:complexType name="verticalVsHorizontalType">
  <xs:sequence>
    <xs:element ref="typeOfPreference"/>
  </xs:sequence>
</xs:complexType>
<!-- -->
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  <xs:sequence minOccurs="0" maxOccurs="unbounded">
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  </xs:sequence>
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    <xs:element name="lineSelect" type="lineSelectType" minOccurs="0" maxOccurs="unbounded"/>
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<xs:complexType name="lineSelectType">
  <xs:sequence>
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      <xs:choice minOccurs="0" maxOccurs="unbounded">
        <xs:element ref="isPopulated"/>
        <xs:element ref="isNotPopulated"/>
        <xs:element ref="hasValue"/>
        <xs:element ref="hasNotValue"/>
        <xs:element ref="containsValue"/>
        <xs:element ref="hasPreference"/>
        <xs:element ref="hasResult"/>
      </xs:choice>
      <xs:sequence maxOccurs="unbounded">
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      </xs:sequence>
    </xs:sequence>
    <xs:sequence minOccurs="0">
      <xs:element ref="defaultCase"/>
    </xs:sequence>
    <xs:sequence maxOccurs="unbounded">
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<!-- -->
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  </xs:sequence>
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<!-- -->
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    <xs:element ref="language" minOccurs="0"/>
    <xs:element ref="immovable" minOccurs="0"/>
    <xs:element ref="notCompressible" minOccurs="0"/>
    <xs:choice minOccurs="0">
      <xs:element ref="requiredIfSelected"/>

```

```

        <xs:element ref="groupRequiredIfSelected"/>
    </xs:choice>
    <xs:element name="renditionCommand" type="renditionCommandType" minOccurs="0"
maxOccurs="unbounded"/>
    <xs:element name="combineParameters" type="combineParametersType" minOccurs="0"
maxOccurs="unbounded"/>
    <xs:choice minOccurs="0" maxOccurs="unbounded">
        <xs:element name="renditionOperator" type="renditionOperatorType"/>
        <xs:element name="elementData" type="elementDataType"/>
    </xs:choice>
</xs:sequence>
</xs:complexType>
<!-- -->
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        <xs:element ref="cmdPriority"/>
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</xs:complexType>
<!-- -->
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        <xs:element ref="combineOrder" minOccurs="0"/>
        <xs:element ref="combineLoc" minOccurs="0"/>
        <xs:element ref="combineDelimiter" minOccurs="0"/>
        <xs:element ref="combinePriority" minOccurs="0"/>
        <xs:element ref="combineLimit" minOccurs="0"/>
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        <xs:element ref="fldJustify"/>
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        <xs:element ref="posLength" minOccurs="0"/>
        <xs:element ref="fldText" minOccurs="0"/>
    </xs:sequence>
</xs:complexType>
<!-- -->
<xs:complexType name="elementDataType">
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            <xs:element ref="elementDesc" minOccurs="0"/>
        </xs:sequence>
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            <xs:element ref="groupRequiredIfSelected"/>
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        <xs:element ref="migrationPrecedence" minOccurs="0"/>
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        <xs:element ref="posStart" minOccurs="0"/>
        <xs:element ref="posLength" minOccurs="0"/>
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maxOccurs="unbounded"/>
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</xs:complexType>
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<xs:element name="combineGroup" type="xs:integer"/>
<xs:element name="combineLimit" type="xs:integer"/>
<xs:element name="combineLoc" type="xs:string"/>
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<xs:element name="containsValue" type="xs:string"/>
<xs:element name="countryCode" type="xs:string"/>
<xs:element name="dataMode" type="xs:string"/>
<xs:element name="defaultCase">
    <xs:complexType/>
</xs:element>
<xs:element name="defaultCollector" type="xs:string"/>
<xs:element name="defaultDelimiter" type="xs:string"/>
<xs:element name="defaultSeparator" type="xs:string"/>
<xs:element name="defaultSequencer" type="xs:string"/>
<xs:element name="elementDef" type="xs:string"/>
<xs:element name="elementDesc" type="xs:string"/>
<xs:element name="elementId" type="xs:string"/>
<xs:element name="entityArguments" type="xs:string"/>
<xs:element name="entityDataStructure" type="xs:string"/>

```



```

<xs:element name="entityId" type="xs:string"/>
<xs:element name="entityLocation" type="xs:string"/>
<xs:element name="entityPriority" type="xs:integer"/>
<xs:element name="entityReference" type="xs:string"/>
<xs:element name="entitySystem" type="xs:string"/>
<xs:element name="entityType" type="xs:string"/>
<xs:element name="entityVersion" type="xs:string"/>
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<xs:element name="fldText" type="xs:string"/>
<xs:element name="groupRequiredIfSelected" type="xs:integer"/>
<xs:element name="hasPreference" type="xs:string"/>
<xs:element name="hasResult" type="xs:string"/>
<xs:element name="hasNotValue" type="xs:string"/>
<xs:element name="hasValue" type="xs:string"/>
<xs:element name="immovable">
  <xs:simpleType>
    <xs:restriction base="xs:string">
      <xs:pattern value="Y"/>
      <xs:pattern value="N"/>
    </xs:restriction>
  </xs:simpleType>
</xs:element>
<xs:element name="isNotPopulated" type="xs:string"/>
<xs:element name="isPopulated" type="xs:string"/>
<xs:element name="language" type="xs:string"/>
<xs:element name="maxCharacters" type="xs:integer"/>
<xs:element name="maxLines" type="xs:integer"/>
<xs:element name="migrationPrecedence" type="xs:integer"/>
<xs:element name="notCompressible">
  <xs:simpleType>
    <xs:restriction base="xs:string">
      <xs:pattern value="Y"/>
      <xs:pattern value="N"/>
    </xs:restriction>
  </xs:simpleType>
</xs:element>
<xs:element name="notPopulated" type="xs:string"/>
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<xs:element name="parameterName" type="xs:string"/>
<xs:element name="parameterValue" type="xs:string"/>
<xs:element name="posLength" type="xs:string"/>
<xs:element name="posStart" type="xs:string"/>
<xs:element name="preCondition" type="xs:string"/>
<xs:element name="prefix" type="xs:string"/>
<xs:element name="preserveBlankLines">
  <xs:simpleType>
    <xs:restriction base="xs:string">
      <xs:pattern value="Y"/>
      <xs:pattern value="N"/>
    </xs:restriction>
  </xs:simpleType>
</xs:element>
<xs:element name="priority" type="xs:integer"/>
<xs:element name="referenceKey" type="xs:string"/>
<xs:element name="requiredIfSelected">
  <xs:simpleType>
    <xs:restriction base="xs:string">
      <xs:pattern value="Y"/>
      <xs:pattern value="N"/>
    </xs:restriction>
  </xs:simpleType>
</xs:element>
<xs:element name="source" type="xs:string"/>
<xs:element name="system" type="xs:string"/>
<xs:element name="templateName" type="xs:string"/>
<xs:element name="templateSeqNum" type="xs:string"/>
<xs:element name="templateType" type="xs:string"/>
<xs:element name="type" type="xs:string"/>
<xs:element name="typeOfPreference" type="xs:string"/>
<xs:element name="userId" type="xs:string"/>
<xs:element name="version" type="xs:string"/>
</xs:schema>

```

## C.1B.2 Brazil

### C.1.1B.2.1 General information

### C.1.2B.2.2 Address template in Natural Language Notation

<

< [\ [10.05 form of address] [10.10 qualification] {L} \ ]  
 [\ [10.06-1 given name part 1] [10.06-2 given name part 2] (10.08 surname) {L} \ ]  
 [\ (10.03 function) {L} \ ]  
 [\ (11.02 organisational unit) {L} \ ]  
 [\ (11.00 organisation name) [11.01 legal status] {L} \ ] >  
 < [\ (10.00 organisation name) [10.01 legal status] {L} \ ]  
 [\ (10.02 organisational unit) {L} \ ] >  
 >  
 <  
 < (\ (13.19 delivery service type) (13.20 delivery service indicator) {L} \ ) >  
 < (\ [14.22 thoroughfare type] (14.21 thoroughfare name) [14.24 street no or plot] [14.27 building/construction type] [14.26 building/construction] [14.29 wing] [14.30 floor] [14.31-1 door type] [14.31-2 door indicator] {L} \ ) >  
 < (\ (14.21 thoroughfare name) (13.19 delivery service type) (13.20 delivery service indicator) {L} \ ) >  
 < (\ [13.38-1 sector type level 1] [13.39-1 sector indicator 1] [13.38-2 sector type level 2] [13.39-2 sector indicator 2] [13.38-3 sector type level 3] [13.39-3 sector indicator 3] [14.27 building/construction type] [14.26 building/construction] [14.29 wing] [14.30 floor] [14.31-1 door type] [14.31-2 door indicator] {L} \ ) >  
 >  
 [\ (13.17 district) {L} \ ]  
 (\ (13.16 town) (13.15 region) {L} \ )  
 (\ (13.13 postcode) {L} \ )

### C.1.5B.2.3 Address examples

*Example 1: private address of a person living in a house*

<i>Formatted address:</i>	<i>Address elements</i>
Ilmo. Sr.	10.05 Ilmo. Sr
Wagner de Araújo Salles	10.06/110.06-1 Wagner
Rua 13 de Maio, 1917	10.06/210.06-2 de Araújo
Santo André	10.08 Salles
Ibitinga – SP	14.22 Rue
14940-000	14.21 13 de Maio
	14.24 1917
	13.17 Santo André
	13.16 Ibitinga
	13.15 SP
	13.13 14940-000

*Example 2.1: private address of a person living in a block of flats*

<i>Formatted address:</i>	<i>Address elements</i>
Jonas Ferreira	10.06/110.06-1 Jonas
Quadra 2 Conjunto A-6 Bloco I Entrada A Ap 220	10.08 Ferreira
Sobradinho	13.38/213.38-2 Quadra
Sobradinho - DF	13.39/213.39-2 2
73015-106	13.38/313.38-3 Conjunto

**S42-3**

~~13.39/3~~13.39-3 A-6  
 14.27 Bloco  
 14.26 I  
 14.29 Entrada A  
~~14.31/1~~14.31-1 Ap  
~~14.31/2~~14.31-2 220  
 13.17 Sobradinho  
 13.16 Sobradinho  
 13.15 DF  
 13.13 73015-106

*Example 2.1: private address of a person living in a block of flats*

<i>Formatted address:</i>	<i>Address elements</i>
Jaqueline Bisset	<del>10.06/1</del> 10.06-1 Jaqueline
SMPW Quadra 23 Conjunto 3 Lote 14	10.08 Bisset
Park Way	<del>13.38/1</del> 13.38-1 SMPW
Brasília - DF	<del>13.38/2</del> 13.38-2 Quadra
71745-300	<del>13.39/2</del> 13.39-2 23
	<del>13.38/3</del> 13.38-3 Conjunto
	<del>13.39/3</del> 13.39-3 3
	<del>14.31/1</del> 14.31-1 Lote
	<del>14.31/2</del> 14.31-2 14
	13.17 Park Way
	13.16 Brasília
	13.15 DF
	13.13 73015-106

*Example 3: address of post office box*

<i>Formatted address:</i>	<i>Address elements</i>
À querida Professora	10.05 À querida
Vani Alegrette	10.10 Professora
Caixa Postal 614	<del>10.06/1</del> 10.06-1 Vani
Centro	10.08 Alegrette
Rio de Janeiro - RJ	13.19 Caixa Postal
20010-974	13.20 614
	13.17 Centro
	13.16 Rio de Janeiro
	13.15 RJ
	13.13 20010-974

*Example 4: address of community post office box*

<i>Formatted address:</i>	<i>Address elements</i>
Juliana Mangabeira	<del>10.06/1</del> 10.06-1 Juliana
Belmonte - CPC 99	10.08 Mangabeira
Crato - CE	14.21 Belmonte
63100-990	13.19 CPC
	13.20 99
	13.16 Crato
	13.15 CE
	13.13 63100-990

*Example 5.1: Special address of big clients (street)*

<i>Formatted address:</i>	<i>Address elements</i>
Ilmo. Sr.	10.05 Ilmo. Sr
Adolfo Martins	<del>10.06/1</del> 10.06-1 Adolfo
Banco do Sudeste S/A	10.08 Martins
Avenida Ribeiro Junqueira, 2935	14.22 Avenida
Esplanada	14.21 Ribeiro Junqueira
Governador Valadares - MG	14.24 2935
35010-911	13.17 Esplanada
	13.16 Governador Valadares

13.15	MG
13.13	35010-911

Example 5.2: Special address of big clients (place)

Formatted address:	Address elements
Ao Reitor	10.05 Ao
Gilmar Ramalho	10.10 Reitor
Universidade Federal de Goiás	10.06/10.06-1 Gilmar
Setor Leste Universitário	10.08 Ramalho
Goiânia - GO	11.00 Universidade Federal de Goiás
74605-901	13.17 Setor Leste Universitário
	13.16 Goiânia
	13.15 GO
	13.13 74605-901

### C.1.7B.2.4 Address template in PATDL

```

<!--
  This is the PATDL version of the template representing the Brazil address format with UPU element codes
  and rendition instructions. It has been validated using the Postal Address Template Description Language
  (PATDL) v. 2.2 W3C schema.
  The file name is UPU-BR-PATDL.v.2.2.xml.
-->
<patdl22.xml xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:noNamespaceSchemaLocation="PATDL.v.2.2.xsd">
  <!-- -->
  <identifier>
    <referenceKey>UPU-BR</referenceKey>
    <elementIdentifier>
      <type>code</type>
      <prefix>U</prefix>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </elementIdentifier>
    <elementDefiner>
      <type>descriptive</type>
      <language>English</language>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </elementDefiner>
    <elementDescriptor>
      <type/>
      <language/>
      <system/>
      <version/>
      <source/>
    </elementDescriptor>
    <renditionInstruction>
      <type>mnemonic</type>
      <language>English</language>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </renditionInstruction>
    <defaultDelimiter>' '</defaultDelimiter>
    <defaultSeparator>'; '</defaultSeparator>
    <defaultSequencer>','</defaultSequencer>
    <defaultCollector>'-'</defaultCollector>
  </identifier>
  <contentDefinition>
    <templateName/>
    <templateIdentifier>
      <templateType>ADR</templateType>
      <countryCode>BR</countryCode>
      <userId>UPU</userId>
      <templateSeqNum>001</templateSeqNum>
    </templateIdentifier>
    <userPreferences>
      <characterSet>UNICODE</characterSet>
      <qualityThreshold/>
    </userPreferences>
    <triggerConditions>
      <lineSelect>
        <isPopulated>U10.08, U10.03, U11.02, U11.00</isPopulated>
        <lineName lineNumber="001">salutation</lineName>
        <lineName lineNumber="002">addressee name</lineName>
      </lineSelect>
    </triggerConditions>
  </contentDefinition>

```

```

<lineName lineNumber="003">addressee function</lineName>
<lineName lineNumber="004">mailee organisational unit</lineName>
<lineName lineNumber="005">mailee organisation</lineName>
<isPopulated>U10.00, U10.02</isPopulated>
<lineName lineNumber="002">addressee organisation</lineName>
<lineName lineNumber="003">addressee organisational unit</lineName>
</lineSelect>
<lineSelect>
<isPopulated>U14.21; U13.19, U13.20</isPopulated>
<lineName lineNumber="006">post office box address with thoroughfare</lineName>
<isPopulated>U13.19, U13.20</isPopulated>
<lineName lineNumber="006">post office box address</lineName>
<isPopulated>U14.21</isPopulated>
<lineName lineNumber="006">thoroughfare address</lineName>
<isPopulated>U13.38-1, U13.39-1, U13.38-2, U13.39-2, U13.38-3, U13.39-3</isPopulated>
<lineName lineNumber="006">sector address</lineName>
</lineSelect>
<lineSelect>
<lineName lineNumber="007">district</lineName>
<lineName lineNumber="008">locality</lineName>
<lineName lineNumber="009">postcode</lineName>
</lineSelect>
</triggerConditions>
<lineData>
<lineName lineNumber="001">salutation</lineName>
<lineComponent>
<componentId>A-SAL</componentId>
<priority>003</priority>
<elementData>
<elementId>U10.05</elementId>
<elementDef>form of address</elementDef>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
<elementData>
<elementId>U10.10</elementId>
<elementDef>qualification</elementDef>
<fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="002">addressee name</lineName>
<lineComponent>
<componentId>A-NAM</componentId>
<priority>003</priority>
<elementData>
<elementId>U10.06-1</elementId>
<elementDef>given name part 1</elementDef>
<fldJustify>L</fldJustify>
</elementData>
<elementData>
<elementId>U10.06-2</elementId>
<elementDef>given name part 2</elementDef>
<fldJustify>L</fldJustify>
</elementData>
<elementData>
<elementId>U10.08</elementId>
<elementDef>surname</elementDef>
<requiredIfSelected>Y</requiredIfSelected>
<fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="003">addressee function</lineName>
<lineComponent>
<componentId>A-FUN</componentId>
<priority>004</priority>
<elementData>
<elementId>U10.03</elementId>
<elementDef>function</elementDef>
<requiredIfSelected>Y</requiredIfSelected>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="004">mailee organisational unit</lineName>
<lineComponent>
<componentId>M-ORGU</componentId>
<priority>004</priority>
<elementData>
<elementId>U11.02</elementId>
<elementDef>organisational unit</elementDef>
<requiredIfSelected>Y</requiredIfSelected>

```

```

        <fldJustify>L</fldJustify>
        <posStart>001</posStart>
    </elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="005">mailee organisation</lineName>
<lineComponent>
<componentId>M-ORG</componentId>
<priority>005</priority>
<elementData>
    <elementId>U11.00</elementId>
    <elementDef>organisation name</elementDef>
    <requiredIfSelected>Y</requiredIfSelected>
    <fldJustify>L</fldJustify>
    <posStart>001</posStart>
</elementData>
<elementData>
    <elementId>U11.01</elementId>
    <elementDef>legal status</elementDef>
    <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="002">addressee organisation</lineName>
<lineComponent>
<componentId>A-ORG</componentId>
<priority>002</priority>
<elementData>
    <elementId>U10.00</elementId>
    <elementDef>organisation name</elementDef>
    <requiredIfSelected>Y</requiredIfSelected>
    <fldJustify>L</fldJustify>
    <posStart>001</posStart>
</elementData>
<elementData>
    <elementId>U10.01</elementId>
    <elementDef>legal status</elementDef>
    <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="003">addressee organisational unit</lineName>
<lineComponent>
<componentId>A-ORGU</componentId>
<priority>003</priority>
<elementData>
    <elementId>U10.02</elementId>
    <elementDef>organisational unit</elementDef>
    <requiredIfSelected>Y</requiredIfSelected>
    <fldJustify>L</fldJustify>
    <posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="006">post office box address with thoroughfare</lineName>
<lineComponent>
<componentId>POBOX-T</componentId>
<priority>006</priority>
<requiredIfSelected>Y</requiredIfSelected>
<elementData>
    <elementId>U14.21</elementId>
    <elementDef>thoroughfare</elementDef>
    <requiredIfSelected>Y</requiredIfSelected>
    <fldJustify>L</fldJustify>
    <posStart>001</posStart>
</elementData>
<renditionOperator>
    <operatorId>LITERAL</operatorId>
    <fldJustify>L</fldJustify>
    <fldText>'-'</fldText>
</renditionOperator>
<elementData>
    <elementId>U13.19</elementId>
    <elementDef>delivery service type</elementDef>
    <requiredIfSelected>Y</requiredIfSelected>
    <fldJustify>L</fldJustify>
</elementData>
<elementData>
    <elementId>U13.20</elementId>
    <elementDef>delivery service indicator</elementDef>
    <requiredIfSelected>Y</requiredIfSelected>
    <fldJustify>L</fldJustify>
</elementData>

```

```

</lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="006">post office box address</lineName>
  <lineComponent>
    <componentId>POBOX</componentId>
    <priority>006</priority>
    <requiredIfSelected>Y</requiredIfSelected>
    <elementData>
      <elementId>U13.19</elementId>
      <elementDef>delivery service type</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
    <elementData>
      <elementId>U13.20</elementId>
      <elementDef>delivery service indicator</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="006">thoroughfare address</lineName>
  <lineComponent>
    <componentId>ST-ADDR</componentId>
    <priority>006</priority>
    <requiredIfSelected>Y</requiredIfSelected>
    <elementData>
      <elementId>U14.22</elementId>
      <elementDef>thoroughfare type</elementDef>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
    <elementData>
      <elementId>U14.21</elementId>
      <elementDef>thoroughfare name</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
    </elementData>
    <renditionOperator>
      <operatorId>CONCAT</operatorId>
      <fldJustify>L</fldJustify>
      <fldText>', '</fldText>
    </renditionOperator>
    <elementData>
      <elementId>U14.24</elementId>
      <elementDef>street no or plot</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U14.27</elementId>
      <elementDef>building/construction type</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U14.26</elementId>
      <elementDef>building/construction</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U14.29</elementId>
      <elementDef>wing</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U14.30</elementId>
      <elementDef>floor</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U14.31-1</elementId>
      <elementDef>door type</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U14.31-2</elementId>
      <elementDef>door indicator</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="006">sector address</lineName>
  <lineComponent>
    <componentId>SECTOR</componentId>

```

```

<priority>006</priority>
<requiredIfSelected>Y</requiredIfSelected>
<elementData>
  <elementId>U13.38-1</elementId>
  <elementDef>sector type level 1</elementDef>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U13.39-1</elementId>
  <elementDef>sector indicator 1</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U13.38-2</elementId>
  <elementDef>sector type level 2</elementDef>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U13.39-2</elementId>
  <elementDef>sector indicator 2</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U13.38-3</elementId>
  <elementDef>sector type level 3</elementDef>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U13.39-3</elementId>
  <elementDef>sector indicator 3</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.27</elementId>
  <elementDef>building/construction type</elementDef>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U14.26</elementId>
  <elementDef>building/construction</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.29</elementId>
  <elementDef>wing</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.30</elementId>
  <elementDef>floor</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.31-1</elementId>
  <elementDef>door type</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.31-2</elementId>
  <elementDef>door indicator</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="007">district</lineName>
  <lineComponent>
    <componentId>DIST</componentId>
    <priority>008</priority>
    <elementData>
      <elementId>U13.17</elementId>
      <elementDef>district</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="008">locality</lineName>
  <lineComponent>
    <componentId>LOCAL</componentId>
    <priority>008</priority>
  </lineComponent>
</lineData>

```



**S42-3**

```
<requiredIfSelected>Y</requiredIfSelected>
<elementData>
  <elementId>U13.16</elementId>
  <elementDef>town</elementDef>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<renditionOperator>
  <operatorId>LITERAL</operatorId>
  <fldJustify>L</fldJustify>
  <fldText>'-'</fldText>
</renditionOperator>
<elementData>
  <elementId>U13.15</elementId>
  <elementDef>region</elementDef>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="009">postcode</lineName>
  <lineComponent>
    <componentId>POST-CD</componentId>
    <priority>009</priority>
    <requiredIfSelected>Y</requiredIfSelected>
    <elementData>
      <elementId>U13.13</elementId>
      <elementDef>postcode</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
  </lineComponent>
</lineData>
</contentDefinition>
</patdl22.xml>
```

## C-2B.3 Chile

### C-2.1B.3.1 General information

### C-2.2B.3.2 Address template in Natural Language Notation

[ [10.05 form of address] [10.10 qualification] {L} \]

<

< [ [10.06 given name] (10.08 surname) {L} \]

[ (10.03 function) {L} \]

[ (11.02 organisational unit) {L} \]

[ (11.00 organisation name) [11.01 legal status] {L} \] >

< [ (10.00 organisation name) [10.01 legal status] {L} \]

[ (10.02 organisational unit) {L} \] >

>

<

< ( \ (13.19 delivery service type) (13.20 delivery service indicator) {L} \) >

< [ [14.27 building/construction type] [14.26 building/construction] {L} \]

[ [14.29 wing] [14.30 floor] [14.31 door] {L} \]

( \ [14.22 thoroughfare type] (14.21 thoroughfare name) [14.23 thoroughfare qualifier] [14.24 street no or plot] {L} \) >

< [ [14.27 building/construction type] [14.26 building/construction] {L} \]

[ [14.29 wing] [14.30 floor] [14.31 door] {L} \]

( \ (14.21 thoroughfare name) [14.23 thoroughfare qualifier] [14.24 street no or plot] {L} \) >

>

[ (13.16 town) {L} \]

( \ (13.13 postcode) (13.17 district) {L} \)

[ (13.14 country) {L} \]

*Note 1: First choice block, first condition is (10.08 or 10.03) and not (10.00) and not (10.02).*

*Note 2: First choice block, second condition is (10.00 or 10.02) and not (10.08) and not (10.03).*

*Note 3: Second choice block, first condition is (13.19 or 13.20) and not (14.21).*

*Note 4: Second choice block, second condition is (14.21) and not (13.19) and not (13.20) and (14.22) is not "Calle".*

*Note 5: Second choice block, third condition is (14.21) and not (13.19) and not (13.20) and (14.22) is "Calle".*

**C.2.5B.3.3 Address examples**

Example 1:

<i>Formatted address:</i>	<i>Address elements</i>
SEÑOR	10.05 SEÑOR
GONZALO CONTRERAS	<del>10.06/1</del> 10.06-1 GONZALO
GERENTE PROCESOS Y TECNOLOGIA	10.08 CONTRERAS
CORREOS CHILE	10.03 GERENTE PROCESOS Y
EDIFICIO B	TECNOLOGIA
EL JUNCAL 50	11.00 CORREOS CHILE
872-0019 QUILICURA	14.22 EDIFICIO B
	14.21 EL JUNCAL
	14.24 50
	13.13 872-0019
	13.17 QUILICURA

Example 2.1:

<i>Formatted address:</i>	<i>Address elements</i>
SEÑORES	10.05 SEÑORES
CONCURSO	10.00 CONCURSO
AGENCIA MONEDA	10.02 AGENCIA MONEDA
CASILLA 13-D	13.19 CASILLA
832-9100 SANTIAGO	14.26 13-D
	13.13 832-9100
	13.17 SANTIAGO

Example 2.2:

<i>Formatted address:</i>	<i>Address elements</i>
SEÑORITA	10.05 SEÑORITA
MARIA TERESA LEIVA	<del>10.06/1</del> 10.06-1 MARIA
AGENCIA PRINCIPAL ANGOL	<del>10.06/2</del> 10.06-2 TERESA
CASILLA 58	10.08 LEIVA
465-0000 ANGOL	11.02 AGENCIA PRINCIPAL ANGOL
	13.19 CASILLA
	14.26 58
	13.13 465-0000
	13.17 ANGOL

Example 3:

<i>Formatted address:</i>	<i>Address elements</i>
SEÑOR	10.05 SEÑOR
GONZALO CONTRERAS	<del>10.06/1</del> 10.06-1 GONZALO
PARCELA 33	10.08 CONTRERAS
EL SENDERO S/N	14.27 PARCELA
LOS PELLINES	14.26 33
561-8103 LLANQUIHUE	14.21 EL SENDERO
	14.24 S/N
	13.16 LOS PELLINES
	13.13 561-8103
	13.17 LLANQUIHUE

Example 4:

<i>Formatted address:</i>	<i>Address elements</i>
SEÑOR	10.05 SEÑOR
FRANCISCO GALVEZ TAPIA	<del>10.06/1</del> 10.06-1 FRANCISCO
TERCER PISO	10.08 GALVEZ TAPIA
MONEDA 1155	14.30 TERCER PISO
650-0709 SANTIAGO	14.21 MONEDA
	14.24 1155
	13.13 650-0709
	13.17 SANTIAGO

### C.2.7B.3.4 Address template in PATDL

```

<!--
  This is the PATDL version of the template representing the Chile address format with UPU element codes
  and rendition instructions. It has been validated using the Postal Address Template Description Language
  (PATDL) v. 2.2 W3C schema.
  The file name is UPU-CL-PATDL.v.2.2.xml.
-->
<patdl22.xml xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:noNamespaceSchemaLocation="PATDL.v.2.2.xsd">
  <!-- -->
  <identifier>
    <referenceKey>UPU-CL</referenceKey>
    <elementIdentifier>
      <type>code</type>
      <prefix>U</prefix>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </elementIdentifier>
    <elementDefiner>
      <type>descriptive</type>
      <language>English</language>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </elementDefiner>
    <elementDescriptor>
      <type/>
      <language/>
      <source/>
    </elementDescriptor>
    <renditionInstruction>
      <type>mnemonic</type>
      <language>EN</language>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </renditionInstruction>
    <defaultDelimiter>' '</defaultDelimiter>
    <defaultSeparator>'; '</defaultSeparator>
    <defaultSequencer>','</defaultSequencer>
    <defaultCollector>'-'</defaultCollector>
  </identifier>
  <contentDefinition>
    <templateName/>
    <templateIdentifier>
      <templateType>ADR</templateType>
      <countryCode>CL</countryCode>
      <userId>UPU</userId>
      <templateSeqNum>001</templateSeqNum>
    </templateIdentifier>
    <userPreferences>
      <characterSet>UNICODE</characterSet>
      <qualityThreshold/>
    </userPreferences>
    <triggerConditions>
      <lineSelect>
        <lineName lineNumber="001">salutation</lineName>
      </lineSelect>
      <lineSelect>
        <isPopulated>U10.08, U10.03</isPopulated>
        <isNotPopulated>U10.00</isNotPopulated>
        <isNotPopulated>U10.02</isNotPopulated>
        <lineName lineNumber="002">addressee name</lineName>
        <lineName lineNumber="003">addressee function</lineName>
        <lineName lineNumber="004">mailee organisational unit</lineName>
        <lineName lineNumber="005">mailee organisation</lineName>
        <isPopulated>U10.00, U10.02</isPopulated>
        <isNotPopulated>U10.03</isNotPopulated>
        <isNotPopulated>U10.08</isNotPopulated>
        <lineName lineNumber="002">addressee organisation</lineName>
        <lineName lineNumber="003">addressee organisational unit</lineName>
      </lineSelect>
      <lineSelect>
        <isPopulated>U13.19, U13.20</isPopulated>
        <isNotPopulated>U14.21</isNotPopulated>
        <lineName lineNumber="006">post office box address</lineName>
        <isPopulated>U14.21</isPopulated>
        <isNotPopulated>U13.19</isNotPopulated>
        <isNotPopulated>U13.20</isNotPopulated>
        <hasValue>U14.22; "CALLE"</hasValue>
        <lineName lineNumber="006">building</lineName>
        <lineName lineNumber="007">building details</lineName>
        <lineName lineNumber="008">thoroughfare address with no type</lineName>
        <isPopulated>U14.21</isPopulated>
        <isNotPopulated>U13.19</isNotPopulated>

```

```

<isNotPopulated>U13.20</isNotPopulated>
<hasNotValue>U14.22; "CALLE</hasNotValue>
<lineName lineNumber="006">building</lineName>
<lineName lineNumber="007">building details</lineName>
<lineName lineNumber="008">thoroughfare address with type</lineName>
</lineSelect>
</lineSelect>
<lineName lineNumber="009">town</lineName>
<lineName lineNumber="010">postcode</lineName>
<lineName lineNumber="011">country</lineName>
</lineSelect>
</triggerConditions>
<lineData>
<lineName lineNumber="001">salutation</lineName>
<lineComponent>
<componentId>A-SAL</componentId>
<priority>003</priority>
<elementData>
<elementId>U10.05</elementId>
<elementDef>form of address</elementDef>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
<elementData>
<elementId>U10.10</elementId>
<elementDef>qualification</elementDef>
<fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="002">addressee name</lineName>
<lineComponent>
<componentId>A-NAM</componentId>
<priority>002</priority>
<elementData>
<elementId>U10.06</elementId>
<elementDef>given name</elementDef>
<fldJustify>L</fldJustify>
</elementData>
<elementData>
<elementId>U10.08</elementId>
<elementDef>surname</elementDef>
<requiredIfSelected>Y</requiredIfSelected>
<fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="003">addressee function</lineName>
<lineComponent>
<componentId>A-FUN</componentId>
<priority>003</priority>
<elementData>
<elementId>U10.03</elementId>
<elementDef>function</elementDef>
<requiredIfSelected>Y</requiredIfSelected>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="004">mailee organisational unit</lineName>
<lineComponent>
<componentId>M-ORGU</componentId>
<priority>004</priority>
<elementData>
<elementId>U11.02</elementId>
<elementDef>organisational unit</elementDef>
<requiredIfSelected>Y</requiredIfSelected>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="005">mailee organisation</lineName>
<lineComponent>
<componentId>M-ORG</componentId>
<priority>005</priority>
<elementData>
<elementId>U11.00</elementId>
<elementDef>organisation name</elementDef>
<requiredIfSelected>Y</requiredIfSelected>
<fldJustify>L</fldJustify>
<posStart>001</posStart>

```

```

</elementData>
<elementData>
  <elementId>U11.01</elementId>
  <elementDef>legal status</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="002">addressee organisation</lineName>
  <lineComponent>
    <componentId>A-ORG</componentId>
    <priority>002</priority>
    <elementData>
      <elementId>U10.00</elementId>
      <elementDef>organisation name</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
    <elementData>
      <elementId>U10.01</elementId>
      <elementDef>legal status</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="003">addressee organisational unit</lineName>
  <lineComponent>
    <componentId>A-ORGU</componentId>
    <priority>003</priority>
    <elementData>
      <elementId>U10.02</elementId>
      <elementDef>organisational unit</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="006">post office box address</lineName>
  <lineComponent>
    <componentId>POBOX</componentId>
    <priority>006</priority>
    <requiredIfSelected>Y</requiredIfSelected>
    <elementData>
      <elementId>U13.19</elementId>
      <elementDef>delivery service type</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
    <elementData>
      <elementId>U13.20</elementId>
      <elementDef>delivery service indicator</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="006">building</lineName>
  <lineComponent>
    <componentId>BLDG</componentId>
    <priority>006</priority>
    <elementData>
      <elementId>U14.27</elementId>
      <elementDef>building/construction type</elementDef>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
    <elementData>
      <elementId>U14.26</elementId>
      <elementDef>building/construction</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="007">building details</lineName>
  <lineComponent>
    <componentId>BLDG-DET</componentId>
    <priority>007</priority>
    <elementData>
      <elementId>U14.29</elementId>

```

```

        <elementDef>wing</elementDef>
        <fldJustify>L</fldJustify>
        <posStart>001</posStart>
    </elementData>
    <elementData>
        <elementId>U14.30</elementId>
        <elementDef>floor</elementDef>
        <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
        <elementId>U14.31</elementId>
        <elementDef>door</elementDef>
        <fldJustify>L</fldJustify>
    </elementData>
</lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="008">thoroughfare address with no type</lineName>
    <lineComponent>
        <componentId>THORO-NT</componentId>
        <priority>008</priority>
        <requiredIfSelected>Y</requiredIfSelected>
        <elementData>
            <elementId>U14.21</elementId>
            <elementDef>thoroughfare name</elementDef>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
        <elementData>
            <elementId>U14.23</elementId>
            <elementDef>thoroughfare qualifier</elementDef>
            <fldJustify>L</fldJustify>
        </elementData>
        <elementData>
            <elementId>U14.24</elementId>
            <elementDef>street no or plot</elementDef>
            <fldJustify>L</fldJustify>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="008">thoroughfare address with type</lineName>
    <lineComponent>
        <componentId>THORO-T</componentId>
        <priority>008</priority>
        <requiredIfSelected>Y</requiredIfSelected>
        <elementData>
            <elementId>U14.22</elementId>
            <elementDef>thoroughfare type</elementDef>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
        <elementData>
            <elementId>U14.21</elementId>
            <elementDef>thoroughfare name</elementDef>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
        </elementData>
        <elementData>
            <elementId>U14.23</elementId>
            <elementDef>thoroughfare qualifier</elementDef>
            <fldJustify>L</fldJustify>
        </elementData>
        <elementData>
            <elementId>U14.24</elementId>
            <elementDef>street no or plot</elementDef>
            <fldJustify>L</fldJustify>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="009">town</lineName>
    <lineComponent>
        <componentId>TOWN</componentId>
        <priority>009</priority>
        <elementData>
            <elementId>U13.16</elementId>
            <elementDef>town</elementDef>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="010">postcode</lineName>

```

```

<lineComponent>
<componentId>POST-CD</componentId>
<priority>010</priority>
<requiredIfSelected>Y</requiredIfSelected>
<elementData>
  <elementId>U13.13</elementId>
  <elementDef>postcode</elementDef>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U13.17</elementId>
  <elementDef>district</elementDef>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="011">country</lineName>
<lineComponent>
<componentId>COUNTRY</componentId>
<priority>011</priority>
<elementData>
  <elementId>U13.14</elementId>
  <elementDef>country</elementDef>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
</contentDefinition>
</patd122.xml>

```

## C.3B.4 Finland

### C.3.1B.4.1 General information

Standard SFS 2488 discusses physical sizes and paper materials of envelopes. It also includes recommendations given by Finland Post Inc for printing and rendition of addresses on mail items.

Government recommendation JHS 106 expands above-mentioned document on rendition instructions, abbreviations, concepts, electronic information exchange, etc.

This document is in line with both documents.

Several instructions for abbreviations, maximum lengths, using upper or lower case, rendition or similar exist in recommendation JHS 106 but are not included in this revision.

There are two (2) official languages used in addresses (Finnish and Swedish).

Companies may, based on a contract, use their name attached to a postcode.

### C.3.2B.4.2 Address template in Natural Language Notation

<

< [\ (44.00/411.00-1 preceding organisation name) [44.04/411.01-1 preceding organisation legal status] {L} \]

[\ (44.02/411.02-1 preceding organisational unit) {L} \]

[\ [10.04 addressee role descriptor {precedence1}] [10.10 qualification] [10.05 form of address] [10.06 given name] (10.08 surname) [10.09 name qualifier] {L} \]

[\ [10.04 addressee role descriptor {precedence2}] (10.03 function) {L} \] >

< [\ [10.04 addressee role descriptor {precedence1}] [10.10 qualification] [10.05 form of address] [10.06 given name] (10.08 surname) [10.09 name qualifier] {L} \]



## S42-3

[ [10.04 addressee role descriptor {precedence2}] (10.03 function) {L} \]

[ [11.11 mailee role descriptor {precedence1}] [11.10 qualification] [11.05 form of address] [11.06 given name] (11.08 surname) [11.09 name qualifier] {L} \]

[ [11.11 mailee role descriptor {precedence2}] (11.03 function) {L} \]

[ [11.11 mailee role descriptor {precedence3}] (~~11.02~~/211.02-2 succeeding organisational unit) {L} \]

[ [11.11 mailee role descriptor {precedence4}] (~~11.00~~/211.00-2 succeeding organisation name) [11.01/-2 succeeding organisation legal status] {L} \]

< [ (10.00 organisation name) [10.01 organisation legal status] {L} \]

[ [10.04 addressee role descriptor] (10.02 organisational unit) {L} \]

>

<

< ( \ (14.21 thoroughfare name) [14.24 street no or plot] [14.28 extension designation] [14.30 floor] [14.32 supplementary DP data] {L} \)

[ (13.17 district) {L} \]

< ( \ (13.19 delivery service type) (13.20 delivery service indicator) [13.17 district] {L} \)

>

( \ (13.13 postcode) (13.16 town) [13.35 delivery service qualifier] {L} \)

[ (13.14 country ) {L} \]

*NOTE 1: Test for first choice block, first condition is (10.08 or 10.03) and (~~11.00~~/11.00-1 or ~~11.02~~/11.02-1)*

*NOTE 2: Test for first choice block, second condition is (10.08 or 10.03) and (not ~~11.00~~/11.00-1) and (not ~~11.02~~/11.02-1)*

*NOTE 3: Test for first choice block, third condition is (10.00 or 10.02)*

*NOTE 4: Test for second choice block, first condition is (14.21)*

*NOTE 5: Test for second choice block, second condition is handled as a default case*

### C-3.3B.4.3 Presentation rules

- 1 Rural area addresses may lack all delivery point information.
- 2 Organisation name may have several occurrences and may include official name, operational name or brand name or combinations of these.
- 3 Thoroughfare name includes thoroughfare qualification and thoroughfare type, but are considered as solid parts of thoroughfare name. Separation is not relevant because no other component intermingles with these parts.
- 4 A maximum of five (5) address lines is allowed in domestic mail pieces.
- 5 Country is mandatory on international items.
- 6 Blank lines are omitted, e.g. line 4 becomes line 2 in the final representation if lines 2 and 3 are missing.

- 7 If there are individual and organisational specifications at the same time, the actual addressee of the mail item is the one presented first.
- 8 Town is written with capital letters.

### B.3.4 Address examples

#### B.4.4

Example 1:

<i>Formatted address:</i>	<i>Address elements</i>	
Alko Oy	10.00	Alko Oyi
Alko Kannelmäki	10.02	Alko Kannelmäki
Hiomotie 10a	14.21	Hiomotie
00380 HELSINKI	14.24	10a
	13.13	00380
	13.16	HELSINKI

Example 2:

<i>Formatted address:</i>	<i>Address elements</i>	
Myymläpäälikkö Reijo Rekonen	10.10	Myymläpäälikkö
Oy Finland Camex Ltd	10.06	Reijo
PL 900	10.08	Rekonen
00101 HELSINKI	11.00	Oy Finland Camex Ltd
	13.19	PL
	13.20	900
	13.13	00101
	13.16	HELSINKI

Example 3:

<i>Formatted address:</i>	<i>Address elements</i>	
Oikeusministeriö	11.00	Oikeusministeriö
Mikkelin käräjäoikeus	11.02	Mikkelin käräjäoikeus
Kansliapäällikkö Reijo Saastamoinen	10.10	Kansliapäällikkö
Karumaankatu 4	10.06	Reijo
50100 MIKKELI	10.08	Saastamoinen
	14.21	Karumaankatu
	14.24	4
	13.13	50100
	13.16	MIKKELI

Example 4:

<i>Formatted address:</i>	<i>Address elements</i>	
Oy Matkahuolto Ab	10.00	Oy Matkahuolto Ab
Ellintie 6-8 4. krs	14.21	Ellintie
36200 KANGASALA	14.24	6-8
	14.30	4. krs
	13.13	36200
	13.16	KANGASALA

Example 5:

<i>Formatted address:</i>	<i>Address elements</i>	
Oy Russian Room Ltd	11.00	Oy Russian Room Ltd
Ravintola Saslik	11.02	Ravintola Saslik
keittiöpäälikkö	10.03	keittiöpäälikkö
Myllykyläntie	14.21	Myllykyläntie
32200 LOIMAA	13.13	32200

13.16 LOIMAA

## Example 6:

<i>Formatted address:</i>	<i>Address elements</i>	
Finnair Oy	11.00	Finnair Oy
Catering	11.02	Catering
toimitusjohtaja Kaisa-Anniina Hellström	10.10	toimitusjohtaja
01530 FINNAIR	10.06	Kaisa-Anniina
	10.08	Hellström
	13.13	01530
	13.35	FINNAIR

## Example 7:

<i>Formatted address:</i>	<i>Address elements</i>	
Pastori Matti Ensio Miikkulainen	10.10	Pastori
c/o Kirkkoherranvirasto	10.06	Matti Ensio
89100 NÄLJÄNKÄ	10.08	Miikkulainen
	11.11	c/o
	11.00	Kirkkoherranvirasto
	13.13	89100
	13.35	NÄLJÄNKÄ

## Example 8:

<i>Formatted address:</i>	<i>Address elements</i>	
Vuorineuvos Juhani Lampinen	10.05	Vuorineuvos
c/o Perhe Öhman	10.06	Juhani
Vuollemutka 4 A 16 Ullakkohuoneisto	10.08	Lampinen
01620 VANTAA	11.11	c/o
	11.05	Perhe
	11.08	Öhman
	14.21	Vuollemutka
	14.24	4
	14.28	A 16
	14.32	Ullakkohuoneisto
	13.13	01620
	13.16	VANTAA

## Example 9:

<i>Formatted address:</i>	<i>Address elements</i>	
Rouva Riikka Saarelainen	10.05	Rouva
A 351 Peltola	10.06	Riikka
93600 POHJOISMAA	10.08	Saarelainen
	13.19	A
	13.20	351
	13.17	Peltola
	13.13	93600
	13.16	POHJOISMAA

## C.3.7B.4.5 Address template in PATDL

```
<!--
```

```
This is the PATDL version of the template representing the Finland address format with UPU element codes. It has been validated using the Postal Address Template Description Language (PATDL) v. 2.2 W3C schema.
```

```
The file name is UPU-FI-PATDL.v.2.2.xml.
```

```
-->
```

```
<patdl22.xml xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:noNamespaceSchemaLocation="PATDL.v.2.2.xsd">
```

```
<!-- -->
```

```
<identifier>
<referenceKey>UPU-FI</referenceKey>
<elementIdentifier>
<type>code</type>
<prefix>U</prefix>
<system>UPU</system>
<version>S42-4</version>
<source>POST*Code</source>
</elementIdentifier>
<elementDefiner>
<type>descriptive</type>
```

```

    <language>EN</language>
    <system>UPU</system>
    <version>S42-4</version>
    <source>POST*Code</source>
  </elementDefiner>
  <elementDescriptor>
    <type/>
    <language/>
    <source/>
  </elementDescriptor>
  <renditionInstruction>
    <type>mnemonic</type>
    <language>EN</language>
    <system>UPU</system>
    <version>S42-4</version>
    <source>POST*Code</source>
  </renditionInstruction>
  <defaultDelimiter>' '</defaultDelimiter>
  <defaultSeparator>'; '</defaultSeparator>
  <defaultSequencer>', '</defaultSequencer>
  <defaultCollector>'-'</defaultCollector>
</identifier>
<contentDefinition>
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  <templateIdentifier>
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    <countryCode>FI</countryCode>
    <userId>UPU</userId>
    <templateSeqNum>001</templateSeqNum>
  </templateIdentifier>
  <userPreferences>
    <characterSet>UNICODE</characterSet>
    <qualityThreshold/>
  </userPreferences>
  <triggerConditions>
    <lineSelect>
      <isPopulated>U10.08, U10.03; U11.00-1, U11.02-1</isPopulated>
      <lineName lineNumber="001">preceding mailee organisation</lineName>
      <lineName lineNumber="002">preceding mailee organisational unit</lineName>
      <lineName lineNumber="003">addressee name</lineName>
      <lineName lineNumber="004">addressee function</lineName>
    </lineSelect>
    <lineSelect>
      <isPopulated>U10.08, U10.03</isPopulated>
      <isNotPopulated>U11.00-1</isNotPopulated>
      <isNotPopulated>U11.02-1</isNotPopulated>
      <lineName lineNumber="003">addressee name</lineName>
      <lineName lineNumber="004">addressee function</lineName>
      <lineName lineNumber="005">mailee name</lineName>
      <lineName lineNumber="006">mailee function</lineName>
      <lineName lineNumber="007">succeeding mailee organisational unit</lineName>
      <lineName lineNumber="008">succeeding mailee organisation</lineName>
    </lineSelect>
    <lineSelect>
      <isPopulated>U10.00, U10.02</isPopulated>
      <lineName lineNumber="003">addressee organisation</lineName>
      <lineName lineNumber="004">addressee organisational unit</lineName>
    </lineSelect>
    <lineSelect>
      <isPopulated>U14.21</isPopulated>
      <lineName lineNumber="009">street address</lineName>
      <lineName lineNumber="010">district</lineName>
      <defaultCase/>
      <lineName lineNumber="010">post office box</lineName>
    </lineSelect>
    <lineSelect>
      <lineName lineNumber="011">postcode</lineName>
      <lineName lineNumber="012">external country</lineName>
    </lineSelect>
  </triggerConditions>
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      <priority>001</priority>
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        <elementDef>preceding organisation legal status</elementDef>
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    </lineComponent>
  </lineData>

```

```

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    </elementData>
  </lineComponent>
</lineData>
<lineData>
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  <lineComponent>
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    <priority>003</priority>
    <elementData>
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      <elementDef>addressee role descriptor</elementDef>
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      <elementDef>qualification</elementDef>
      <fldJustify>L</fldJustify>
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      <fldJustify>L</fldJustify>
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    <elementData>
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      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
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      <elementDef>surname</elementDef>
      <fldJustify>L</fldJustify>
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      <elementId>U10.09</elementId>
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  </lineComponent>
</lineData>
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  <lineComponent>
    <componentId>A-FUN</componentId>
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      <elementId>U10.04</elementId>
      <elementDef>addressee role descriptor</elementDef>
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    <priority>003</priority>
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      <fldJustify>L</fldJustify>
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    </elementData>
  </lineComponent>
</lineData>

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<lineComponent>
  <componentId>M-NAM</componentId>
  <priority>005</priority>
  <elementData>
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    <elementDef>mailee role descriptor</elementDef>
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    <elementDef>surname</elementDef>
    <fldJustify>L</fldJustify>
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    <elementId>U11.09</elementId>
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    <fldJustify>L</fldJustify>
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</lineComponent>
</lineData>
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<lineComponent>
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  <priority>006</priority>
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    <elementDef>mailee role descriptor</elementDef>
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    <fldJustify>L</fldJustify>
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<lineData>
<lineName lineNumber="007">succeeding mailee organisational unit</lineName>

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<priority>007</priority>
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  <fldJustify>L</fldJustify>
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<componentId>ST-ADDR</componentId>
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  <elementDef>thoroughfare name</elementDef>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U14.24</elementId>
  <elementDef>street no or plot</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
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  <elementId>U14.28</elementId>
  <elementDef>extension designation</elementDef>
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  <elementId>U14.30</elementId>
  <elementDef>floor</elementDef>
  <fldJustify>L</fldJustify>
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</elementData>
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</lineData>
<lineData>
<lineName lineNumber="010">district</lineName>
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  <elementDef>district</elementDef>
  <requiredIfSelected>Y</requiredIfSelected>

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        <posStart>001</posStart>
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<requiredIfSelected>Y</requiredIfSelected>
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    <fldJustify>L</fldJustify>
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</elementData>
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</contentDefinition>
</patd122.xml>

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**C.4B.5 France****C.4.1B.5.1 General information**

The standard AFNOR currently in use, XPZ 10-011 otherwise known as the 38 standard, dates from May 1997. It has been validated and is used by LA POSTE.

Information is printed in order starting with the nominative (name and company's name) and finishing with the destination town of the addressee.

**C.4.2B.5.2 Address template in Natural Language Notation**

< ! begin choice block 1 !

< [ \ [11.01-1 preceding organisation legal status] (11.00-1 preceding organisation name) {L} \ ]

[ \ (11.02-1 preceding organisational unit) {L} \ ]

[ \ [10.04 addressee role descriptor {precedence1}] [10.05 form of address] [10.10 qualification] [10.06 given name] [10.08 surname] [10.09 name qualifier] {L} \ ]

[ \ [10.04 addressee role descriptor {precedence2}] (10.03 function) {L} \ ] >

< [ \ [10.04 addressee role descriptor {precedence1}] [10.05 form of address] [10.10 qualification] [10.06 given name] [10.08 surname] [10.09 name qualifier] {L} \ ]

[ \ [10.04 addressee role descriptor {precedence2}] (10.03 function) {L} \ ]

[ \ [11.11 mailee role descriptor {precedence1}] [11.05 form of address] [11.10 qualification] [11.06 given name] (11.08 surname) [11.09 name qualifier] {L} \ ]

[ \ [11.11 mailee role descriptor {precedence2}] (11.03 function) {L} \ ]

[ \ [11.11 mailee role descriptor {precedence3}] (11.02-2 succeeding organisational unit) {L} \ ]

[ \ [11.11 mailee role descriptor {precedence4}] [11.01-2 succeeding organisation legal status] (11.00-2 succeeding organisation name) {L} \ ] >

< [ \ [10.01 organisation legal status] (10.00 organisation name) {L} \ ]

[ \ [10.04 addressee role descriptor] (10.02 organisational unit) {L} \ ] >

! end choice block 1 ! >

[ \ [14.32 supplementary DP data] [14.31 door] [14.30 floor] [14.40 stairwell] {L} \ ]

[ \ [14.29 wing] [14.26 building/construction indicator] [14.27 building/construction type] {L} \ ]

[ \ [14.24 street no or plot] [14.22 thoroughfare type] [14.21 thoroughfare name] {L} \ ]

< ! begin choice block 2 !

< [\ [13.19 delivery service type] [13.20 delivery service indicator] [13.16 town] {L} \]  
 (\ (13.13 postcode) (13.35 delivery service qualifier) {L} \) >

< (\ (13.16 town) {L} \)  
 (\ (13.13 postcode) (13.34 proximate town) {L} \) >

< (\ (13.13 postcode) (13.16 town) {L} \) >  
 ! end choice block 2 ! >

[\ (13.14 country) {L} \]

<

< [\ (11.00/1 preceding organisation name) [11.01/1 preceding organisation legal status] {L} \]

[\ (11.02/1 preceding organisational unit) {L} \]

[\ [10.05 form of address] [11.05 form of address] [10.10 qualification] [10.06 given name] [10.07 surname prefix]  
 [10.08 surname] [10.09 name qualifier] {L} \]

[\ (10.03 function) {L} \] >

< [\ [10.05 form of address] [11.05 form of address] [10.10 qualification] [10.06 given name] [10.07 surname prefix]  
 [10.08 surname] [10.09 name qualifier] {L} \]

[\ (10.03 function) {L} \]

[\ (11.02/2 succeeding organisational unit) {L} \]

[\ (11.00/2 succeeding organisation name) [11.01/2 succeeding organisation legal status] {L} \] >

< [\ (10.00 organisation name) [10.01 organisation legal status] {L} \]

[\ (10.02 organisational unit) {L} \] >

>

<

< (\ [14.32 supplementary DP data] [14.30 floor] [14.31 door] {L} \)

[\ [14.29 wing] [14.26 building/construction] [14.27 building/construction type] {L} \] >

< (\ (14.29 wing) [14.26 building/construction] [14.27 building/construction type] {L} \) >

< [/ [14.29 wing] {L} /]

[\ [14.26 building/construction] [14.27 building/construction type] {L} \] >

>

[\ [14.24 street no or plot] [14.28 extension designation] [14.22 thoroughfare type] [14.21 thoroughfare name] {L} \]

## S42-3

<

< ~~[13.19 delivery service type] [13.20 delivery service indicator] [13.16 town] {L} \}~~

~~(13.13 postcode) (13.35 delivery service qualifier) {L} \}~~ >

< ~~(13.16 town) {L} \}~~

~~(13.13 postcode) (13.34 proximate town) {L} \}~~ >

< ~~(13.13 postcode) (13.16 town) {L} \}~~ >

>

~~[13.14 country] {L} \}~~

NOTE 1: Test for first choice block, first condition is (10.08 or 10.10 or 10.03) and (11.00-1 or 11.02-1)

NOTE 2: Test for first choice block, second condition is (10.08 or 10.10 or 10.03) and not (11.00-1) and not (11.02-1)

NOTE 3: Test for first choice block, third condition is (10.00 or 10.02) and not (10.08) and not (10.10) and not (10.03)

NOTE 4: Test for second choice block, first condition is (13.13) and (13.35)

NOTE 5: Test for second choice block, second condition is (13.13) and (13.16) and (13.34)

NOTE 6: Test for second choice block, third condition is (13.13) and (13.16) and not (13.34) NOTE 1: Test for first choice block, first condition is (10.08 or 10.10 or 10.03) and (11.00/1 or 11.02/1)

NOTE 2: Test for first choice block, second condition is (10.08 or 10.10 or 10.03) and not (11.00/1) and not (11.02/1)

NOTE 3: Test for first choice block, third condition is (10.00 or 10.02)

NOTE 4: Test for second choice block, first condition is (14.32 or 14.30 or 14.31)

NOTE 5: Test for second choice block, second condition is numeric value for (14.29)

NOTE 6: Second choice block, third condition is handled as a default case

NOTE 7: Test for third choice block, first condition is (13.13) and (13.35)

NOTE 8: Test for third choice block, second condition is (13.13) and (13.16) and (13.34)

NOTE 9: Test for third choice block, third condition is (13.13) and (13.16) and not (13.34)

### C.4.3B.5.3 Presentation rules

- 1 In a gepostal address include the delivery point location information if it is known.
- 2 An address has a maximum of 6 lines (7 for international mail).
- 3 Only lines that contain information will be printed. If the optional lines are not used there will be no extra space between the lines.
- 4 An address line has a maximum of 38 characters (including spaces).
- 5 There shall be a space between two words.
- 6 No punctuation marks, underlining or words in italic are allowed in delivery point location line.

- 7 Line 6 shall always be printed in capital letters and preferably lines 4 to 6.
- 8 The address block shall be justified to the left.
- 9 In street numbers 5 bis or 5 ter is shortened to 5 B or 5 T.
- 10 In the event of a street number with 2 separate sets of figures, only the first number is indicated in line 4 (4 to 8 should be written as 4 and 12/14 should be written as 12).

**B.5.4 Address examples***Example 1: private address of a person living in a house*

<i>Formatted address</i>	<i>Address elements</i>
MONSIEUR JEAN DURAND	10.05 MONSIEUR
25 RUE DES FLEURS	10.06 JEAN
33500 LIBOURNE	10.08 DURAND
	14.24 25
	14.22 RUE
	14.21 DES FLEURS
	13.13 33500
	13.16 LIBOURNE

*Example 2: private address of a person living in a block of flats*

<i>Formatted address</i>	<i>Address elements</i>
MONSIEUR JEAN DURAND	10.05 MONSIEUR
CHEZ MIREILLE COUPEAU APPARTEMENT 2	10.06 JEAN
ENTRÉE A BATIMENT LES JONQUILLES	10.08 DURAND
25 RUE DES FLEURS	11.11 CHEZ
33500 LIBOURNE	11.06 MIREILLE
	11.08 COUPEAU
	14.31 APPARTEMENT 2
	14.29 ENTRÉE A
	14.26 BATIMENT LES JONQUILLES
	14.24 25
	14.22 RUE
	14.21 DES FLEURS
	13.13 33500
	13.16 LIBOURNE

*Example 3: private address of a person living in a village*

<i>Formatted address</i>	<i>Address elements</i>
MONSIEUR JEAN DURAND	10.05 MONSIEUR
LES VIGNES	10.06 JEAN
33500 LIBOURNE	10.08 DURAND
	13.16 LES VIGNES
	13.13 33500
	13.34 LIBOURNE

*Example 4: company address with delivery to a geographical address*

<i>Formatted address</i>	<i>Address elements</i>
DURAND SA	10.00 DURAND
SERVICE ACHAT	10.01 SA
ZONE INDUSTRIELLE OUEST	10.02 SERVICE ACHAT
25 RUE DES FLEURS	14.32 ZONE INDUSTRIELLE OUEST
33500 LIBOURNE	14.24 25
	14.22 RUE
	14.21 DES FLEURS
	13.13 33500
	13.16 LIBOURNE

Example 5: *company address with delivery to a po box*

Formatted address	Address elements	
DURAND SA	10.00	DURAND
SERVICE ACHAT	10.01	SA
ZONE INDUSTRIELLE OUEST	10.02	SERVICE ACHAT
25 RUE DES FLEURS	14.32	ZONE INDUSTRIELLE OUEST
BP 40122	14.24	25
33506 LIBOURNE CEDEX	14.22	RUE
	14.21	DES FLEURS
	13.19	BP
	13.20	40122
	13.13	33506
	13.35	LIBOURNE CEDEX

Example 6: *company address with delivery to a po box (addressee is located in a locality which differs from the cedex locality)*

Formatted address	Address elements	
DURAND SA	10.00	DURAND
SERVICE ACHAT	10.01	SA
ZONE INDUSTRIELLE OUEST	10.02	SERVICE ACHAT
25 RUE DES FLEURS	14.32	ZONE INDUSTRIELLE OUEST
BP 40122	14.24	25
33506 LIBOURNE CEDEX	14.22	RUE
	14.21	DES FLEURS
	13.19	BP
	13.20	40122
	13.16	ARVEYRES
	13.13	33506
	13.35	LIBOURNE CEDEX

#### C.4.7B.5.5 Address template in PATDL

```

<!--
  This is the PATDL version of the template representing the address format for France with UPU element
  codes and rendition instructions. It has been validated using the Postal Address Template Description
  Language (PATDL) v. 2.2 W3C schema.
  The file name is UPU-FR-PATDL.v.2.2.xml.
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<patdl2.xml xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:noNamespaceSchemaLocation="PATDL.v.2.2.xsd">
  <!-- -->
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    <referenceKey>UPU-FR</referenceKey>
    <elementIdentifier>
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      <prefix>U</prefix>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </elementIdentifier>
    <elementDefiner>
      <type>descriptive</type>
      <language>EN</language>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </elementDefiner>
    <elementDescriptor>
      <type/>
      <language/>
      <system/>
      <version/>
      <source/>
    </elementDescriptor>
    <renditionInstruction>
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      <language>EN</language>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </renditionInstruction>
    <defaultDelimiter>' '</defaultDelimiter>

```

```

<defaultSeparator>'</defaultSeparator>
<defaultSequencer>'</defaultSequencer>
<defaultCollector>'</defaultCollector>
</identifier>
<contentDefinition>
  <templateName/>
  <templateIdentifier>
    <templateType>ADR</templateType>
    <countryCode>FR</countryCode>
    <userId>UPU</userId>
    <templateSeqNum>001</templateSeqNum>
  </templateIdentifier>
  <userPreferences>
    <characterSet>UNICODE</characterSet>
    <qualityThreshold/>
  </userPreferences>
  <triggerConditions>
    <lineSelect>
      <isPopulated>U10.08, U10.10, U10.03</isPopulated>
      <isPopulated>U11.00-1, U11.02-1</isPopulated>
      <lineName lineNumber="001">preceding mailee organisation</lineName>
      <lineName lineNumber="002">preceding mailee organisational unit</lineName>
      <lineName lineNumber="003">addressee name</lineName>
      <lineName lineNumber="004">addressee function</lineName>
      <isPopulated>U10.08, U10.10, U10.03</isPopulated>
      <isNotPopulated>U11.00-1</isNotPopulated>
      <isNotPopulated>U11.02-1</isNotPopulated>
      <lineName lineNumber="003">addressee name</lineName>
      <lineName lineNumber="004">addressee function</lineName>
      <lineName lineNumber="005">mailee name</lineName>
      <lineName lineNumber="006">mailee function</lineName>
      <lineName lineNumber="007">succeeding mailee organisational unit</lineName>
      <lineName lineNumber="008">succeeding mailee organisation</lineName>
      <isNotPopulated>U10.08</isNotPopulated>
      <isNotPopulated>U10.10</isNotPopulated>
      <isNotPopulated>U10.03</isNotPopulated>
      <isPopulated>U10.00, U10.02</isPopulated>
      <lineName lineNumber="003">addressee organisation</lineName>
      <lineName lineNumber="004">addressee organisational unit</lineName>
    </lineSelect>
    <lineSelect>
      <lineName lineNumber="009">building details</lineName>
      <lineName lineNumber="010">wing and building</lineName>
      <lineName lineNumber="011">thoroughfare address</lineName>
    </lineSelect>
    <lineSelect>
      <isPopulated>U13.13, U13.35</isPopulated>
      <lineName lineNumber="012">box and town</lineName>
      <lineName lineNumber="013">postcode with delivery service</lineName>
      <isPopulated>U13.13, U13.16, U13.34</isPopulated>
      <lineName lineNumber="012">town</lineName>
      <lineName lineNumber="013">postcode with proximate town</lineName>
      <isPopulated>U13.13, U13.16</isPopulated>
      <isNotPopulated>U13.34</isNotPopulated>
      <lineName lineNumber="013">postcode with town</lineName>
    </lineSelect>
    <lineSelect>
      <lineName lineNumber="014">external country</lineName>
    </lineSelect>
  </triggerConditions>
  <lineData>
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    <lineComponent>
      <componentId>PM-ORG</componentId>
      <priority>001</priority>
      <elementData>
        <elementId>U11.01-1</elementId>
        <elementDef>preceding organisation legal status</elementDef>
        <fldJustify>L</fldJustify>
        <posStart>001</posStart>
      </elementData>
      <elementData>
        <elementId>U11.00-1</elementId>
        <elementDef>preceding organisation name</elementDef>
        <requiredIfSelected>Y</requiredIfSelected>
        <fldJustify>L</fldJustify>
      </elementData>
    </lineComponent>
  </lineData>
  <lineData>
    <lineName lineNumber="002">preceding mailee organisational unit</lineName>
    <lineComponent>
      <componentId>PM-ORGU</componentId>
      <priority>002</priority>
      <combineParameters>
        <combineGroup>1</combineGroup>
        <combineOrder>2</combineOrder>
      </combineParameters>
    </lineComponent>
  </lineData>

```

```

        <combineLoc>A-NAM</combineLoc>
        <combinePriority>1</combinePriority>
        <combineLimit>1</combineLimit>
    </combineParameters>
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        <elementId>U11.02-1</elementId>
        <elementDef>preceding organisational unit</elementDef>
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        <fldJustify>L</fldJustify>
        <posStart>001</posStart>
    </elementData>
</lineComponent>
</lineData>
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    <lineComponent>
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        <priority>003</priority>
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            <combineGroup>1</combineGroup>
            <combineOrder>1</combineOrder>
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            <combinePriority>1</combinePriority>
            <combineLimit>1</combineLimit>
        </combineParameters>
        <combineParameters>
            <combineGroup>1</combineGroup>
            <combineOrder>1</combineOrder>
            <combineLoc>A-NAM</combineLoc>
            <combinePriority>2</combinePriority>
            <combineLimit>1</combineLimit>
        </combineParameters>
        <elementData>
            <elementId>U10.04</elementId>
            <elementDef>role descriptor</elementDef>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
        <elementData>
            <elementId>U10.05</elementId>
            <elementDef>form of address</elementDef>
            <fldJustify>L</fldJustify>
        </elementData>
        <elementData>
            <elementId>U10.10</elementId>
            <elementDef>qualification</elementDef>
            <fldJustify>L</fldJustify>
        </elementData>
        <elementData>
            <elementId>U10.06</elementId>
            <elementDef>given name</elementDef>
            <fldJustify>L</fldJustify>
        </elementData>
        <elementData>
            <elementId>U10.08</elementId>
            <elementDef>surname</elementDef>
            <fldJustify>L</fldJustify>
        </elementData>
        <elementData>
            <elementId>U10.09</elementId>
            <elementDef>name qualifier</elementDef>
            <fldJustify>L</fldJustify>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="004">addressee function</lineName>
    <lineComponent>
        <componentId>A-FUN</componentId>
        <priority>004</priority>
        <elementData>
            <elementId>U10.03</elementId>
            <elementDef>function</elementDef>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="005">mailee name</lineName>
    <lineComponent>
        <componentId>M-NAM</componentId>
        <priority>005</priority>
        <elementData>
            <elementId>U11.11</elementId>
            <elementDef>role descriptor</elementDef>

```



```

        <fldJustify>L</fldJustify>
        <posStart>001</posStart>
    </elementData>
    <elementData>
        <elementId>U11.05</elementId>
        <elementDef>form of address</elementDef>
        <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
        <elementId>U11.10</elementId>
        <elementDef>qualification</elementDef>
        <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
        <elementId>U11.06</elementId>
        <elementDef>given name</elementDef>
        <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
        <elementId>U11.08</elementId>
        <elementDef>surname</elementDef>
        <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
        <elementId>U11.09</elementId>
        <elementDef>name qualifier</elementDef>
        <fldJustify>L</fldJustify>
    </elementData>
</lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="006">mailee function</lineName>
    <lineComponent>
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        <priority>006</priority>
        <elementData>
            <elementId>U11.03</elementId>
            <elementDef>function</elementDef>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="007">succeeding mailee organisation</lineName>
    <lineComponent>
        <componentId>SM-ORG</componentId>
        <priority>007</priority>
        <elementData>
            <elementId>U11.01-2</elementId>
            <elementDef>succeeding organisation legal status</elementDef>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
        <elementData>
            <elementId>U11.00-2</elementId>
            <elementDef>succeeding organisation name</elementDef>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="008">succeeding mailee organisational unit</lineName>
    <lineComponent>
        <componentId>SM-ORGU</componentId>
        <priority>008</priority>
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            <combineGroup>1</combineGroup>
            <combineOrder>2</combineOrder>
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            <combinePriority>2</combinePriority>
            <combineLimit>1</combineLimit>
        </combineParameters>
        <elementData>
            <elementId>U11.02-2</elementId>
            <elementDef>succeeding organisational unit</elementDef>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="003">addressee organisation</lineName>
    <lineComponent>

```

```

<componentId>A-ORG</componentId>
<priority>003</priority>
<elementData>
  <elementId>U10.01</elementId>
  <elementDef>legal status</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U10.00</elementId>
  <elementDef>organisation name</elementDef>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
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<lineComponent>
<componentId>A-ORGU</componentId>
<priority>004</priority>
<elementData>
  <elementId>U10.02</elementId>
  <elementDef>organisational unit</elementDef>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="009">building details</lineName>
<lineComponent>
<componentId>BLDG-DETS</componentId>
<priority>009</priority>
<elementData>
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  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
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  <elementId>U14.31</elementId>
  <elementDef>door</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.30</elementId>
  <elementDef>floor</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.40</elementId>
  <elementDef>stairwell</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="010">wing and building</lineName>
<lineComponent>
<componentId>W-BLDG</componentId>
<priority>010</priority>
<elementData>
  <elementId>U14.29</elementId>
  <elementDef>wing</elementDef>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U14.26</elementId>
  <elementDef>building/construction</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.27</elementId>
  <elementDef>building/construction type</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="011">thoroughfare address</lineName>
<lineComponent>
<componentId>THORO</componentId>
<priority>011</priority>
<elementData>

```

```

        <elementId>U14.24</elementId>
        <elementDef>street no or plot</elementDef>
        <fldJustify>L</fldJustify>
        <posStart>001</posStart>
    </elementData>
    <elementData>
        <elementId>U14.22</elementId>
        <elementDef>thoroughfare type</elementDef>
        <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
        <elementId>U14.21</elementId>
        <elementDef>thoroughfare name</elementDef>
        <fldJustify>L</fldJustify>
    </elementData>
</lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="012">box and town</lineName>
    <lineComponent>
        <componentId>BOX-TOWN</componentId>
        <priority>012</priority>
        <elementData>
            <elementId>U13.19</elementId>
            <elementDef>delivery service type</elementDef>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
        <elementData>
            <elementId>U13.20</elementId>
            <elementDef>delivery service indicator</elementDef>
            <fldJustify>L</fldJustify>
        </elementData>
        <elementData>
            <elementId>U13.16</elementId>
            <elementDef>town</elementDef>
            <fldJustify>L</fldJustify>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="013">postcode with delivery service</lineName>
    <lineComponent>
        <componentId>POSTCD-DSQ</componentId>
        <priority>013</priority>
        <requiredIfSelected>Y</requiredIfSelected>
        <elementData>
            <elementId>U13.13</elementId>
            <elementDef>postcode</elementDef>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
        <elementData>
            <elementId>U13.35</elementId>
            <elementDef>delivery service qualifier</elementDef>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="012">town</lineName>
    <lineComponent>
        <componentId>TOWN</componentId>
        <priority>012</priority>
        <requiredIfSelected>Y</requiredIfSelected>
        <elementData>
            <elementId>U13.16</elementId>
            <elementDef>town</elementDef>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="013">postcode with proximate town</lineName>
    <lineComponent>
        <componentId>POSTCD-PT</componentId>
        <priority>013</priority>
        <requiredIfSelected>Y</requiredIfSelected>
        <elementData>
            <elementId>U13.13</elementId>
            <elementDef>postcode</elementDef>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>

```

```

        <posStart>001</posStart>
    </elementData>
    <elementData>
        <elementId>U13.34</elementId>
        <elementDef>proximate town</elementDef>
        <requiredIfSelected>Y</requiredIfSelected>
        <fldJustify>L</fldJustify>
    </elementData>
</lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="013">postcode with town</lineName>
    <lineComponent>
        <componentId>POSTCD-TW</componentId>
        <priority>013</priority>
        <requiredIfSelected>Y</requiredIfSelected>
        <elementData>
            <elementId>U13.13</elementId>
            <elementDef>postcode</elementDef>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
        <elementData>
            <elementId>U13.16</elementId>
            <elementDef>town</elementDef>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="014">external country</lineName>
    <lineComponent>
        <componentId>COUNTRY</componentId>
        <priority>014</priority>
        <elementData>
            <elementId>U13.14</elementId>
            <elementDef>country</elementDef>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
    </lineComponent>
</lineData>
</contentDefinition>
</patd122.xml>

```

## B.6 Morocco (French)

### B.6.1 Address template in Natural Language Notation

[ \ [10.05 form of address] [10.10 qualification] [10.06 given name] (10.08 surname) {L} \ ]

[ \ [14.31 door] [14.30 floor] {L} \ ]

[ \ (14.26 building/construction) {L} \ ]

[ \ [14.24 street no or plot] [14.22 thoroughfare type] (14.21 thoroughfare name) {L} \ ]

[ \ (13.19 delivery service type) (13.20 delivery service indicator) {L} \ ]

[ \ (13.17 district) {L} \ ]

( \ (13.13 postcode) (13.16 town) {L} \ )

### B.6.2 Presentation rules

- 1 An address has a maximum of 6 lines (7 for international mail).
- 2 Only lines that contain information will be printed. If the optional lines are not used there will be no extra space between the lines.
- 3 An address line has a maximum of 38 characters (including spaces).
- 4 No punctuation marks, underlining or words in italic are allowed in delivery point location line
- 5 Line 6 shall always be printed in capital letters and preferably lines 4 to 6.
- 6 The address block shall be justified to the left.

### B.6.3 Address examples

Example 1:

<i>Formatted address</i>	<i>Address elements</i>
M MOHAMMED OUAZZANI	10.05 M
16 RUE CADI CHRAIBI	10.06 MOHAMMED
20500 CASABLANCA	10.08 OUAZZANI
	14.24 16
	14.22 RUE
	14.21 CADI CHRAIBI
	13.13 20500
	13.16 CASABLANCA

Example 2:

<i>Formatted address</i>	<i>Address elements</i>
M JOUAD ZINE	10.05 M
APPARTEMENT N° 15 4EME ETAGE	10.06 JOUAD
RESIDENCE TALHA	10.08 ZINE
4 PLACE CORTOBA	14.31 APPARTEMENT N° 15
30100 FES	14.30 4EME ETAGE
	14.26 RESIDENCE TALHA
	14.24 4
	14.22 PLACE
	14.21 CORTOBA
	13.13 30100

## Example 3:

<i>Formatted address</i>	<i>Address elements</i>
MME FATIHA IDRISSE	10.05 MME
19 RUE OUEZZANE	10.06 FATIHA
HAY FARAH	10.08 IDRISSE
26000 SETTAT	14.24 19
	14.22 RUE
	14.21 OUEZZANE
	13.17 HAY FARAH
	13.13 26000
	13.16 SETTAT

## Example 4:

<i>Formatted address</i>	<i>Address elements</i>
MME FOUZIA CHADILI	10.05 MME
ROUTE 137	10.06 FOUZIA
23200 KFKIH BEN SALEH	10.08 CHADILI
	14.26 RESIDENCE TALHA
	13.13 23200
	13.16 KFKIH BEN SALEH

## Example 5

<i>Formatted address</i>	<i>Address elements</i>
MADMOISELLE IMANE BENHADDOU	10.05 MME
BP N° 170	10.06 IMANE
61000 FIGUIG	10.08 BENHADDOU
	13.19 BP N°
	13.20 170
	13.13 61000
	13.16 FIGUIG

## Example 6:

<i>Formatted address</i>	<i>Address elements</i>
MADAME SAMIA SABRI	10.05 MADAME
7 RESIDENCE FLANERIE	10.06 SAMIA
BP N° 130	10.08 SABRI
40000 MARRAKECH	14.26 7 RESIDENCE FLANERIE
	13.19 BP N°
	13.20 130
	13.13 40000
	13.16 MARRAKECH

## B.6.4 Address template in PATDL

```

<!-- edited with XMLSPY v5 rel. 4 (http://www.xmlspy.com) by Joe Lubenow (Lubenow and Associates) -->
<!--
  This is the Morocco template representing the French street address and postal box formats using UPU
  codes and rendition instructions. It has been validated using the Postal Address Template Description
  Language (PATDL) v. 2.2 W3C schema.
  The file name is UPU-MA-FR-PATDL.v.2.2.xml.
-->
<patdl22.xml xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:noNamespaceSchemaLocation="PATDL.v.2.2.xsd">
  <!-- -->
  <identifier>
    <referenceKey>UPU-MA-FR</referenceKey>
    <elementIdentifier>
      <type>code</type>
      <prefix>U</prefix>
      <system>UPU</system>
      <version>S42-4</version>

```

```

    <source>POST*Code</source>
  </elementIdentifier>
  <elementDefiner>
    <type>descriptive</type>
    <language>English</language>
    <system>UPU</system>
    <version>S42-4</version>
    <source>POST*Code</source>
  </elementDefiner>
  <elementDescriptor>
    <type/>
    <language/>
    <system/>
    <version/>
    <source/>
  </elementDescriptor>
  <renditionInstruction>
    <type>mnemonic</type>
    <language>EN</language>
    <system>UPU</system>
    <version>S42-4</version>
    <source>POST*Code</source>
  </renditionInstruction>
  <defaultDelimiter>' '</defaultDelimiter>
  <defaultSeparator>; '</defaultSeparator>
  <defaultSequencer>','</defaultSequencer>
  <defaultCollector>'-'</defaultCollector>
</identifier>
<contentDefinition>
  <templateName/>
  <templateIdentifier>
    <templateType>ADR</templateType>
    <countryCode>MA</countryCode>
    <userId>UPU</userId>
    <templateSeqNum>001</templateSeqNum>
  </templateIdentifier>
  <userPreferences>
    <characterSet>UNICODE</characterSet>
    <qualityThreshold/>
  </userPreferences>
  <triggerConditions/>
  <lineData>
    <lineName lineNumber="001">name</lineName>
    <lineComponent>
      <componentId>NM</componentId>
      <priority>001</priority>
      <elementData>
        <elementId>U10.05</elementId>
        <elementDef>form of address</elementDef>
        <fldJustify>L</fldJustify>
        <posStart>001</posStart>
      </elementData>
      <elementData>
        <elementId>U10.10</elementId>
        <elementDef>qualification</elementDef>
        <fldJustify>L</fldJustify>
      </elementData>
      <elementData>
        <elementId>U10.06</elementId>
        <elementDef>given name</elementDef>
        <fldJustify>L</fldJustify>
      </elementData>
      <elementData>
        <elementId>U10.08</elementId>
        <elementDef>surname</elementDef>
        <requiredIfSelected>Y</requiredIfSelected>
        <fldJustify>L</fldJustify>
      </elementData>
    </lineComponent>
  </lineData>
  <lineData>
    <lineName lineNumber="002">building details</lineName>
    <lineComponent>
      <componentId>BD</componentId>
      <priority>005</priority>
      <elementData>
        <elementId>U14.31</elementId>
        <elementDef>door</elementDef>
        <fldJustify>L</fldJustify>
        <posStart>001</posStart>
      </elementData>
      <elementData>
        <elementId>U14.30</elementId>
        <elementDef>floor</elementDef>
        <fldJustify>L</fldJustify>
      </elementData>
    </lineComponent>
  </lineData>

```

```

</lineData>
<lineData>
  <lineName lineNumber="003">building</lineName>
  <lineComponent>
    <componentId>BG</componentId>
    <priority>006</priority>
    <elementData>
      <elementId>U14.26</elementId>
      <elementDef>building</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="004">street address</lineName>
  <lineComponent>
    <componentId>ST</componentId>
    <priority>003</priority>
    <elementData>
      <elementId>U14.24</elementId>
      <elementDef>street no or plot</elementDef>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
    <elementData>
      <elementId>U14.22</elementId>
      <elementDef>thoroughfare type</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U14.21</elementId>
      <elementDef>thoroughfare name</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="005">post office box</lineName>
  <lineComponent>
    <componentId>PB</componentId>
    <priority>004</priority>
    <elementData>
      <elementId>U13.19</elementId>
      <elementDef>delivery service type</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
    <elementData>
      <elementId>U13.20</elementId>
      <elementDef>delivery service indicator</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="006">district</lineName>
  <lineComponent>
    <componentId>DS</componentId>
    <priority>007</priority>
    <elementData>
      <elementId>U13.17</elementId>
      <elementDef>district</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="007">postcode</lineName>
  <lineComponent>
    <componentId>PC</componentId>
    <priority>002</priority>
    <requiredIfSelected>Y</requiredIfSelected>
    <elementData>
      <elementId>U13.13</elementId>
      <elementDef>postcode</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
  </lineComponent>
</lineData>

```



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```
<elementId>U13.16</elementId>
<elementDef>town</elementDef>
<requiredIfSelected>Y</requiredIfSelected>
<fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
</contentDefinition>
</patdl22.xml>
```

## B.7 Morocco (Arabic)

### B.7.1 Address template in Natural Language Notation

[ (10.08 surname) [10.06 given name] [10.10 qualification] [10.05 form of address] {R} \]

[ [14.31/2 door indicator] [14.31/1 door type] [14.30 floor] {R} \]

[ (14.26 building/construction) {R} \]

[ [14.24 street no or plot] (14.21 thoroughfare name) [14.22 thoroughfare type] {R} \]

[ (13.20 delivery service indicator) (13.19 delivery service type) {R} \]

[ (13.17 district) {R} \]

(\ (13.13 postcode) (13.16 town) {R} \)

Notes: the {R} at the end of each line means that the information is right justified. Furthermore, the Arabic script reads right-to-left, so that in the first line, the form of address if present would be read first, then the qualification if present, and so forth. But so-called European numbers read left-to-right in Arabic.

### B.7.2 Address template in PATDL

```
<!-- edited with XMLSPY v5 rel. 4 U (http://www.xmlspy.com) by Joe Lubenow (Lubenow and Associates) -->
<!--
This is the Morocco template representing the Arabic street address and postal box formats using UPU
codes and rendition instructions. It has been validated using the Postal Address Template Description
Language (PATDL) v. 2.2 W3C schema.
The file name is UPU-MA-AR-PATDL.v.2.2.xml.
-->
<patdl22.xml xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:noNamespaceSchemaLocation="PATDL.v.2.2.xsd">
  <!-- -->
  <identifier>
    <referenceKey>UPU-MA-AR</referenceKey>
    <elementIdentifier>
      <type>code</type>
      <prefix>U</prefix>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </elementIdentifier>
    <elementDefiner>
      <type>descriptive</type>
      <language>English</language>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </elementDefiner>
    <elementDescriptor>
      <type/>
      <language/>
      <system/>
      <version/>
      <source/>
    </elementDescriptor>
    <renditionInstruction>
      <type>mnemonic</type>
      <language>EN</language>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </renditionInstruction>
    <defaultDelimiter>' '</defaultDelimiter>
    <defaultSeparator>'; '</defaultSeparator>
    <defaultSequencer>','</defaultSequencer>
    <defaultCollector>'-'</defaultCollector>
  </identifier>
  <contentDefinition>
    <templateName/>
    <templateIdentifier>
      <templateType>ADR</templateType>
      <countryCode>MA</countryCode>

```

```

    <userId>UPU</userId>
    <templateSeqNum>002</templateSeqNum>
  </templateIdentifier>
  <userPreferences>
    <characterSet>UNICODE</characterSet>
    <qualityThreshold/>
  </userPreferences>
  <triggerConditions/>
  <lineData>
    <lineName lineNumber="001">name</lineName>
    <lineComponent>
      <componentId>NM</componentId>
      <priority>001</priority>
      <elementData>
        <elementId>U10.05</elementId>
        <elementDef>form of address</elementDef>
        <fldJustify>R</fldJustify>
      </elementData>
      <elementData>
        <elementId>U10.10</elementId>
        <elementDef>qualification</elementDef>
        <fldJustify>R</fldJustify>
      </elementData>
      <elementData>
        <elementId>U10.06</elementId>
        <elementDef>given name</elementDef>
        <fldJustify>R</fldJustify>
      </elementData>
      <elementData>
        <elementId>U10.08</elementId>
        <elementDef>surname</elementDef>
        <requiredIfSelected>Y</requiredIfSelected>
        <fldJustify>R</fldJustify>
      </elementData>
    </lineComponent>
  </lineData>
  <lineData>
    <lineName lineNumber="002">building details</lineName>
    <lineComponent>
      <componentId>BD</componentId>
      <priority>005</priority>
      <elementData>
        <elementId>U14.30</elementId>
        <elementDef>floor</elementDef>
        <fldJustify>R</fldJustify>
      </elementData>
      <elementData>
        <elementId>U14.31/1</elementId>
        <elementDef>door type</elementDef>
        <fldJustify>R</fldJustify>
      </elementData>
      <elementData>
        <elementId>U14.31/2</elementId>
        <elementDef>door indicator</elementDef>
        <fldJustify>R</fldJustify>
      </elementData>
    </lineComponent>
  </lineData>
  <lineData>
    <lineName lineNumber="003">building</lineName>
    <lineComponent>
      <componentId>BG</componentId>
      <priority>006</priority>
      <elementData>
        <elementId>U14.26</elementId>
        <elementDef>building/construction</elementDef>
        <requiredIfSelected>Y</requiredIfSelected>
        <fldJustify>R</fldJustify>
      </elementData>
    </lineComponent>
  </lineData>
  <lineData>
    <lineName lineNumber="004">street address</lineName>
    <lineComponent>
      <componentId>ST</componentId>
      <priority>003</priority>
      <elementData>
        <elementId>U14.22</elementId>
        <elementDef>thoroughfare type</elementDef>
        <fldJustify>R</fldJustify>
      </elementData>
      <elementData>
        <elementId>U14.21</elementId>
        <elementDef>thoroughfare name</elementDef>
        <requiredIfSelected>Y</requiredIfSelected>
        <fldJustify>R</fldJustify>
      </elementData>
    </lineComponent>
  </lineData>

```

```

    <elementData>
      <elementId>U14.24</elementId>
      <elementDef>street no or plot</elementDef>
      <fldJustify>R</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="005">post office box</lineName>
  <lineComponent>
    <componentId>PB</componentId>
    <priority>004</priority>
    <elementData>
      <elementId>U13.19</elementId>
      <elementDef>delivery service type</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>R</fldJustify>
    </elementData>
    <elementData>
      <elementId>U13.20</elementId>
      <elementDef>delivery service indicator</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>R</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="006">district</lineName>
  <lineComponent>
    <componentId>DS</componentId>
    <priority>007</priority>
    <elementData>
      <elementId>U13.17</elementId>
      <elementDef>district</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>R</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="007">postcode</lineName>
  <lineComponent>
    <componentId>PC</componentId>
    <priority>002</priority>
    <requiredIfSelected>Y</requiredIfSelected>
    <elementData>
      <elementId>U13.16</elementId>
      <elementDef>town</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>R</fldJustify>
    </elementData>
    <elementData>
      <elementId>U13.13</elementId>
      <elementDef>postcode</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>R</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
</contentDefinition>
</patd122.xml>

```

**C.5B.8 Netherlands****C.5.1B.8.1 General information**

In order to use postal address components for physical representation, one needs to provide conditions and restrictions on how these components should be represented. These conditions and restrictions may be dependent on the components used for the physical representation of the address on a postal item.

Using proportional fonts will have influence on the number of symbols per line: the ISO “address zone” mentions 35 symbols, meaning 35 symbols ‘elite’ or ‘courier’ of 2.12 mm per sign (=1/12 inch).

**C.5.2B.8.2 Address template in Natural Language Notation**

<

< [\ (11.00-1 preceding organisation name) [11.01-1 preceding organisation legal status] {L} \]

[\ (11.02-1 preceding organisational unit) {L} \]

[\ [10.04 addressee role descriptor {precedence1}] [10.05 form of address] [10.10-1 preceding qualification] [10.06 given name] [10.10-2 intermediate qualification] [10.07 surname prefix] (10.08 surname) [10.09 name qualifier] [10.10-3 succeeding qualification] {L} \]

[\ [10.04 addressee role descriptor {precedence2}] (10.03 function) {L} \] >

< [\ [10.04 addressee role descriptor {precedence1}] [10.05 form of address] [10.10-1 preceding qualification] [10.06 given name] [10.10-2 intermediate qualification] [10.07 surname prefix] (10.08 surname) [10.09 name qualifier] [10.10-3 succeeding qualification] {L} \]

[10.04 addressee role descriptor {precedence2}] (10.03 function) {L} \]

[\ (11.11 mailee role descriptor) [11.05 form of address] [11.10-1 preceding qualification] [11.06 given name] [11.10-2 intermediate qualification] [11.07 surname prefix] (11.08 surname) [11.09 name qualifier] [11.10-3 succeeding qualification] {L} \]

[\ (11.00-2 succeeding organisation name) [11.01-2 succeeding organisation legal status] {L} \]

[\ (11.02-2 succeeding organisational unit) {L} \]>

< [\ (10.00 organisation name) [10.01 organisation legal status] {L} \]

[ \ [10.04 addressee role descriptor] (10.02 organisational unit) {L} \ ] >

>

[ \ [14.27 building/construction type] [14.26 building/construction] [14.29 wing] [14.30 floor] [14.31 door] [14.32 supplementary delivery point data] {L} \ ]

<

< ( \ [14.23 thoroughfare qualifier] [14.22 thoroughfare type] (14.21 thoroughfare name) [14.24 street no or plot] [14.28 extension designation] {L} \ ) >

< ( \ (13.19 delivery service type) (13.20 delivery service indicator) {L} \ ) >

>

( \ (13.13 postcode) (13.16 town) [13.15 region] [13.17 district] {L} \ )

[ \ (13.14 country) {L} \ ]

### C.5.3B.8.3 Presentation rules

Thoroughfare type can occur as part of the compound thoroughfare name Bloemstraat), before the thoroughfare name (Laan van Meerdervoort) and after the thoroughfare name (Rosendaalse Laan). Therefore if the first element [thoroughfare type] is used the second can not be used.

- 1 If the optional address lines are not used, there will be no extra space between the lines. For example: If the address lines 3 and 4 are not used, line 5 automatically becomes the third line.
- 2 The last address line always contains the name of the country.
- 3 If the components cannot be fitted in the prescribed length of a specific address line, abbreviation instructions shall be applied. In the Netherlands there are abbreviation instructions for forms of address, surname prefixes, qualifications, legal status, thoroughfare name, thoroughfare type, thoroughfare qualifier, etc.
- 4 For the physical representation of numerical values no spaces or decimal points are used. Example: Postbus 21000 and NOT Postbus 21 000 or Postbus 21.000.
- 5 A space shall be printed between thoroughfare name/ thoroughfare type and street no. or plot.
- 6 A space shall be printed between delivery service type and delivery service indicator.
- 7 If the extension designation starts with a number, a hyphen (“-”) shall be printed between the street no. or plot and the extension designation.
- 8 If the extension designation does not start with a number, a space shall be printed between the street no. or plot and the extension designation.
- 9 A space shall be printed between the numerical part of the postcode and the alphabetical part of the postcode.
- 10 Two spaces shall be printed between the alphabetical part of the postcode and the component(s) of the construct locality.

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- 11 The alphabetical part of the postcode shall be printed in capitals.
- 12 For physical representation a maximum of seven address lines is used: four are mandatory and three are optional.
- 13 If conceptual line 2, as defined in the templates, is too long it may extend to up to three physical lines. These supplementary lines would progressively replace the conceptual lines 3 and 4 in the street address template to satisfy instruction 12 defining the maximum number of physical lines.

### C.5.5B.8.4 Address examples

#### Example 1:

##### Formatted address

Mevrouw drs. Anna de Groot  
Drieslag 5-1  
6832 AM ARNHEM

##### Address elements

10.05 Mevrouw  
10.10/110.10-1 drs.  
10.06 Anna  
10.07 de  
10.08 Groot  
14.21 Drieslag  
14.24 5  
14.28 1  
13.13 6832 AM  
13.16 ARNHEM

#### Example 2:

##### Formatted address

Megasoft BV  
Afd. Marketing & Sales  
Attentie Medewerker Account  
Kerkstr. 1  
5175 BA LOON OP ZAND

##### Address elements

11.00 Megasoft  
11.01 BV  
11.02 Afd. Marketing & Sales  
10.04 Attentie  
10.03 Medewerker Account  
14.21 Kerkstr.  
14.24 1  
13.13 5175 BA  
13.16 LOON OP ZAND

#### Example 3:

##### Formatted address

Roodenburg VOF  
T.a.v. de heer J.K. Mingelen jr.  
Handelsgebouw West 3e verdieping  
Weena 721  
3001 GC ROTTERDAM

##### Address elements

11.00 Roodenburg  
11.01 VOF  
10.04 T.a.v.  
10.05 de heer  
10.06 J.K.  
10.08 Mingelen  
10.09 jr.  
14.26 Handelsgebouw  
14.29 West  
14.30 3e verdieping  
14.21 Weena  
14.24 721  
13.13 3001 GC  
13.16 ROTTERDAM

#### Example 4:

##### Formatted address

Mevr. B. de Jong-Bosch  
Humanoid Enterprise b.v.  
Afdeling 4B  
Gebouw Westpoint Kamer 8 II  
2e Hugo de Grootstraat 81-83  
1052 MA AMSTERDAM JORDAAN

##### Address elements

10.05 Mevr.  
10.06 B.  
10.07 de  
10.08 Jong-Bosch  
11.00 Humanoid Enterprise  
11.01 b.v.  
11.02 Afdeling 4B  
14.27 Gebouw  
14.26 Westpoint  
14.31 Kamer 8 II  
14.21 2e Hugo de Grootstraat  
14.24 81-83  
13.13 1052 MA  
13.16 AMSTERDAM  
13.17 JORDAAN



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Example 5:

Formatted address	Address elements
Mevr. B. de Jong	10.05 Mevr.
P/a de heer dr. J.P. Baron	10.06 B.
Velperweg 8	10.07 de
6814 BH ARNHEM	10.08 Jong
	11.11 p/a
	11.05 de heer
	<del>11.10</del> 11.10-1 dr.
	11.06 J.P.
	11.08 Baron
	14.21 Velperweg
	14.24 8
	13.13 6814 BH
	13.16 ARNHEM

Example 6:

Formatted address	Address elements
Jan Jansen	10.06 Jan
Postbus 278	10.08 Jansen
6880 AC OOSTERBEEK (Gld.)	13.19 Postbus
	13.20 278
	13.13 6880 AC
	13.16 OOSTERBEEK
	13.15 (Gld.)

### C.5.7B.8.5 Address template in PATDL

```
<!-- edited with XMLSPY v5 rel. 4 (http://www.xmlspy.com) by Joe Lubenow (Lubenow and Associates) -->
<!--
  This is the PATDL version of the template representing the Netherlands address format with UPU element
  codes. It has been validated using the Postal Address Template Description Language (PATDL) v. 2.2 W3C
  schema.
  The file name is UPU-NL-PATDL.v.2.2.xml.
-->
<patdl22.xml xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:noNamespaceSchemaLocation="PATDL.v.2.2.xsd">
  <!-- -->
  <identifier>
    <referenceKey>UPU-NL</referenceKey>
    <elementIdentifier>
      <type>code</type>
      <prefix>U</prefix>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </elementIdentifier>
    <elementDefiner>
      <type>descriptive</type>
      <language>EN</language>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </elementDefiner>
    <elementDescriptor>
      <type/>
      <language/>
      <system/>
      <version/>
      <source/>
    </elementDescriptor>
    <renditionInstruction>
      <type>mnemonic</type>
      <language>English</language>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </renditionInstruction>
    <defaultDelimiter>' '</defaultDelimiter>
    <defaultSeparator>'; '</defaultSeparator>
    <defaultSequencer>','</defaultSequencer>
    <defaultCollector>'-'</defaultCollector>
  </identifier>
  <contentDefinition>
    <templateName/>
```

```

<templateIdentifier>
  <templateType>ADR</templateType>
  <countryCode>NL</countryCode>
  <userId>UPU</userId>
  <templateSeqNum>001</templateSeqNum>
</templateIdentifier>
<userPreferences>
  <characterSet>UNICODE</characterSet>
  <qualityThreshold/>
</userPreferences>
<triggerConditions>
  <lineSelect>
    <isPopulated>U11.00-1, U11.02-1</isPopulated>
    <isPopulated>U10.08, U10.03</isPopulated>
    <lineName lineNumber="001">preceding mailee organisation</lineName>
    <lineName lineNumber="002">preceding mailee organisational unit</lineName>
    <lineName lineNumber="003">addressee name</lineName>
    <lineName lineNumber="004">addressee function</lineName>
  </lineSelect>
  <lineSelect>
    <isNotPopulated>U11.00-1</isNotPopulated>
    <isNotPopulated>U11.02-1</isNotPopulated>
    <isPopulated>U10.08, U10.03</isPopulated>
    <lineName lineNumber="003">addressee name</lineName>
    <lineName lineNumber="004">addressee function</lineName>
    <lineName lineNumber="005">mailee name</lineName>
    <lineName lineNumber="006">succeeding mailee organisation</lineName>
    <lineName lineNumber="007">succeeding mailee organisational unit</lineName>
  </lineSelect>
  <lineSelect>
    <isNotPopulated>U10.08</isNotPopulated>
    <isNotPopulated>U10.03</isNotPopulated>
    <isPopulated>U10.00, U10.02</isPopulated>
    <lineName lineNumber="003">addressee organisation</lineName>
    <lineName lineNumber="004">addressee organisational unit</lineName>
  </lineSelect>
  <lineSelect>
    <lineName lineNumber="008">building information</lineName>
  </lineSelect>
  <lineSelect>
    <isNotPopulated>U14.21</isNotPopulated>
    <isPopulated>U3.19, U13.20</isPopulated>
    <lineName lineNumber="009">post office box</lineName>
    <isPopulated>U14.21</isPopulated>
    <isNotPopulated>U13.19</isNotPopulated>
    <isNotPopulated>U13.20</isNotPopulated>
    <lineName lineNumber="009">thoroughfare information</lineName>
  </lineSelect>
  <lineSelect>
    <lineName lineNumber="010">postcode and locality</lineName>
    <lineName lineNumber="011">external country</lineName>
  </lineSelect>
</triggerConditions>
<lineData>
  <lineName lineNumber="001">preceding mailee organisation</lineName>
  <lineComponent>
    <componentId>PM-ORG</componentId>
    <priority>001</priority>
    <elementData>
      <elementId>U11.00-1</elementId>
      <elementDef>preceding organisation name</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
    <elementData>
      <elementId>U11.01-1</elementId>
      <elementDef>preceding organisation legal status</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="002">preceding mailee organisational unit</lineName>
  <lineComponent>
    <componentId>PM-ORGU</componentId>
    <priority>002</priority>
    <elementData>
      <elementId>U11.02-1</elementId>
      <elementDef>preceding organisational unit</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
  </lineComponent>
</lineData>
</lineData>

```

```

<lineName lineNumber="003">addressee name</lineName>
<lineComponent>
<componentId>A-NAM</componentId>
<priority>003</priority>
<elementData>
  <elementId>U10.04</elementId>
  <elementDef>addressee role descriptor</elementDef>
  <migrationPrecedence>01</migrationPrecedence>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U10.05</elementId>
  <elementDef>form of address</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U10.10-1</elementId>
  <elementDef>preceding qualification</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U10.06</elementId>
  <elementDef>given name</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U10.10-2</elementId>
  <elementDef>intermediate qualification</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U10.08</elementId>
  <elementDef>surname</elementDef>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U10.09</elementId>
  <elementDef>name qualifier</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U10.10-3</elementId>
  <elementDef>succeeding qualification</elementDef>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="004">addressee function</lineName>
<lineComponent>
<componentId>A-FUN</componentId>
<priority>004</priority>
<elementData>
  <elementId>U10.04</elementId>
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  <migrationPrecedence>02</migrationPrecedence>
  <fldJustify>L</fldJustify>
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</elementData>
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  <elementDef>function</elementDef>
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<lineComponent>
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<priority>003</priority>
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  <elementDef>organisation name</elementDef>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
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  <elementId>U10.01</elementId>
  <elementDef>legal status</elementDef>
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</elementData>
</lineComponent>

```

```

</lineData>
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  <lineName lineNumber="004">addressee organisational unit</lineName>
  <lineComponent>
    <componentId>A-ORGU</componentId>
    <priority>004</priority>
    <elementData>
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      <elementDef>addressee role descriptor</elementDef>
      <fldJustify>L</fldJustify>
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</lineData>
<lineData>
  <lineName lineNumber="005">mailee name</lineName>
  <lineComponent>
    <componentId>M-NAM</componentId>
    <priority>005</priority>
    <elementData>
      <elementId>U11.11</elementId>
      <elementDef>mailee role descriptor</elementDef>
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      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
    <elementData>
      <elementId>U11.05</elementId>
      <elementDef>form of address</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U11.10-1</elementId>
      <elementDef>preceding qualification</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U11.06</elementId>
      <elementDef>given name</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U11.10-2</elementId>
      <elementDef>intermediate qualification</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U11.08</elementId>
      <elementDef>surname</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U11.09</elementId>
      <elementDef>name qualifier</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U11.10-3</elementId>
      <elementDef>succeeding qualification</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="006">succeeding mailee organisation</lineName>
  <lineComponent>
    <componentId>SM-ORG</componentId>
    <priority>006</priority>
    <elementData>
      <elementId>U11.00-2</elementId>
      <elementDef>succeeding organisation name</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
    <elementData>
      <elementId>U11.01-2</elementId>
      <elementDef>succeeding organization legal status</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>

```

```

</lineComponent>
</lineData>
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  <lineName lineNumber="007">succeeding mailee organisational unit</lineName>
  <lineComponent>
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    <priority>007</priority>
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      <fldJustify>L</fldJustify>
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    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="008">building information</lineName>
  <lineComponent>
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    <priority>009</priority>
    <requiredIfSelected>Y</requiredIfSelected>
    <elementData>
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      <elementDef>building/construction type</elementDef>
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      <posStart>001</posStart>
    </elementData>
    <elementData>
      <elementId>U14.26</elementId>
      <elementDef>building/construction</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
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      <elementDef>wing</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U14.30</elementId>
      <elementDef>floor</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U14.31</elementId>
      <elementDef>door</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U14.32</elementId>
      <elementDef>supplementary dp data</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="009">thoroughfare information</lineName>
  <lineComponent>
    <componentId>THORO</componentId>
    <priority>010</priority>
    <requiredIfSelected>Y</requiredIfSelected>
    <elementData>
      <elementId>U14.23</elementId>
      <elementDef>thoroughfare qualifier</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U14.22</elementId>
      <elementDef>thoroughfare type</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U14.21</elementId>
      <elementDef>thoroughfare name</elementDef>
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      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
    <elementData>
      <elementId>U14.24</elementId>
      <elementDef>street no or plot</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U14.28</elementId>
      <elementDef>extension designation</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>

```

```

    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="009">post office box</lineName>
  <lineComponent>
    <componentId>PO-BOX</componentId>
    <priority>010</priority>
    <requiredIfSelected>Y</requiredIfSelected>
    <elementData>
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      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
    <elementData>
      <elementId>U13.20</elementId>
      <elementDef>delivery service indicator</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="010">postcode and locality</lineName>
  <lineComponent>
    <componentId>POSTCD-LOC</componentId>
    <priority>011</priority>
    <requiredIfSelected>Y</requiredIfSelected>
    <elementData>
      <elementId>U13.13</elementId>
      <elementDef>postcode</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
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      <fldJustify>L</fldJustify>
    </elementData>
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      <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
      <elementId>U13.17</elementId>
      <elementDef>district</elementDef>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="011">external country</lineName>
  <lineComponent>
    <componentId>COUNTRY</componentId>
    <priority>012</priority>
    <elementData>
      <elementId>U13.14</elementId>
      <elementDef>country</elementDef>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
  </lineComponent>
</lineData>
</contentDefinition>
</patd122.xml>

```

**C.6B.9 New Zealand****C.6.1B.9.1 General information****C.6.2B.9.2 Address template in Natural Language Notation**

[ (12.33 supplementary despatch data) {L} \]

<

< [ \ [10.04 addressee role descriptor {precedence1}] [10.05 form of address] [10.06 given name] [10.08 surname] [10.09 name qualifier] [10.10 qualification] {L} \]

[ \ [10.04 addressee role descriptor {precedence2}] (10.03 function) {L} \]

[ \ [11.11 mailee role descriptor {precedence1}] [11.05 form of address] [11.06 given name] [11.08 surname] [11.09 name qualifier] [11.10 qualification] {L} \]

[ \ [11.11 mailee role descriptor {precedence2}] (11.03 function) {L} \]

[ \ [11.11 mailee role descriptor {precedence3}] (11.02/211.02-2 succeeding organisational unit) {L} \]

[ \ [11.11 mailee role descriptor {precedence4}] (11.00/211.00-2 succeeding organisation name) [11.01/-2 succeeding organisation legal status] {L} \]

< [ \ (10.00 organisation name) [10.01 organisation legal status] {L} \]

[ \ (10.02 organisational unit) {L} \]

>

[ \ (14.26 building/construction) [14.27 building/construction type]

<

< [ \ [14.31 door indicator] [14.24 street number or plot] [14.21 thoroughfare name] [14.22 thoroughfare type] [14.23 thoroughfare qualifier] {L} \]

( \ (14.37 secondary thoroughfare type) (14.36 secondary thoroughfare name) {L} \ ) >

< [ \ [14.24 street number or plot] [14.31 door indicator] [14.21 thoroughfare name] [14.22 thoroughfare type] [14.23 thoroughfare qualifier] {L} \]

( \ (14.37 secondary thoroughfare type) (14.36 secondary thoroughfare name) {L} \ ) >

< ( \ [14.31 door indicator] [14.24 street number or plot] (14.21 thoroughfare name) [14.22 thoroughfare type] [14.23 thoroughfare qualifier] {L} \ ) >

< ( \ [14.24 street number or plot] [14.31 door indicator] (14.21 thoroughfare name) [14.22 thoroughfare type] [14.23 thoroughfare qualifier] {L} \ ) >

< ( \ (13.19 delivery service type) [13.20 delivery service indicator] {L} \ )

[ \ (14.32 supplementary dp data) {L} \]

>

[ \ (13.17 district) {L} \]

(\ (13.16 town) (13.13 postcode){L} \)

[\ (13.14 country) {L} \]

NOTE 1: First choice block, first condition is (10.08 or 10.03) and not (10.00) and not (10.02).

NOTE 2: First choice block, second condition is (10.00 or 10.02).

NOTE 3: Second choice block, first condition is (14.37 or 14.36) and (14.31) numeric.

NOTE 4: Second choice block, second condition is (14.37 or 14.36) and (14.31) not numeric.

NOTE 5: Second choice block, third condition is (14.21) and not (13.19) and (14.31) numeric.

NOTE 6: Second choice block, fourth condition is (14.21) and not (13.19) and (14.31) not numeric.

NOTE 7: Second choice block, fifth condition is (13.19) and not (14.21).

### C.6.5B.9.3 Address examples

Example 1: Private Address of person living in a house

Formatted address	Address elements
Angela Rhodes	10.06 Angela
23 Essex Road	10.08 Rhodes
Mt Eden	14.21 Essex
Auckland 1050	14.24 23
	14.22 Road
	13.17 Mt Eden
	13.16 Auckland
	13.13 1050

Example 2: Private Address of person living in a block of flats

Formatted address	Address elements
Joe Ryan	10.06 Joe
2 - 120 Chester Street	10.08 Ryan
Christchurch 8001	14.31/214.31-2 2
	14.24 120
	14.21 Chester
	14.22 Street
	13.16 Christchurch
	13.13 8001

Example 3: Private Address of person living in a rural residence

Formatted address	Address elements
George Moore	10.06 George
Warrick Road	10.08 Moore
R D 2	14.21 Warrick
Taupaki 4010	14.22 Road
	13.37 R D
	13.36 2
	13.16 Taupaki
	13.13 4010

Example 4: Address of business at a Post Office box

Formatted address	Address elements
Attention: Joseph Collins	10.04 Attention:
ASB Bank	10.08 Joseph
P O BOX 36990	10.08 Collins
Lower Hutt 6004	11.00/211.01-2 ASB Bank
	13.19 P O BOX



## S42-3

13.20	36990
13.16	Lower Hutt
13.13	6004

Example 5: Address of person at a Post Office box

*Formatted address*  
Kirsty Cadless  
P O BOX 12999  
Wellington 6004

*Address elements*  
10.06 Kirsty  
10.08 Cadless  
13.19 P O BOX  
13.20 12999  
13.16 Wellington  
13.13 6004

Example 6: Address of person / business at a Private Bag

*Formatted address*  
The Manager  
Better Electrical  
Private Bag 39999  
Wellington 6001

*Address elements*  
10.03 The Manager  
~~41.00/211.01-2~~ Better Electrical  
13.19 Private Bag  
13.20 39999  
13.16 Wellington  
13.13 6001

## C.6.6B.9.4 Mapping national elements to standard elements

New Zealand Post Address Elements		UPU Address Element			
Address Type	Address Element	Title	UPU Code	Comments	
Urban	Suite	Door	14/31	Succeeding	
	Floor	Floor	14/30		
	Building Name	Building/Construction	14/26		
	Flat	Extension Designation	14/28		
	Street Number	Street Number or Plot	14/24		
	Street Alpha	Extension Designation	14/28		
	Street Name	Thoroughfare Name	14/21		
	Street Suffix	Thoroughfare Type	14/22		
	Street Direction	Thoroughfare Qualifier	14/23		
	Suburb	District	13/17		
	Town	Town	13/16		
	Postcode	Postcode	13/13		
Box/Bag	Delivery Type	Delivery Service Type	13/19	See Below	
	Box/Bag Number	Delivery Service Indicator	13/20		
	Box Lobby Name	Supplementary DP Data	14/32		
	Town	Town	13/16		
	Postcode	Postcode	13/13		
Rural	Given Name	Given Name	6-Oct	See Below	
	Surname	Surname	8-Oct		
	Property Name	Building/Construction	14/26		
	Rapid Number	Street Number or Plot	14/24		
	Road Name	Thoroughfare Name	14/21		
	Road Suffix	Thoroughfare Type	14/22		
	Road Direction	Thoroughfare Qualifier	14/23		
	Delivery Type (Identified using "RD")	Delivery Service Type	13/19		
	Rural Delivery Number	Delivery Service Qualifier	13/35		Specifies Rural Contractor Route
	Locality	District	13/17		
	Mail Town	Proximate Town	13/34		
	Postcode	Postcode	13/13		

## C.6.4B.9.5 Rendition instructions

"NZ-DoorNumeric" rendition instruction

DoorNumeric tests whether the element (14.31 door) has a numeric value, specifically an integer value. It returns "Y" if that is the case, "N" otherwise.

Examples:

### **S42-3**

Assume the door has the value "2". The return value should be "Y".

If the value is "A", the return value should be "N".

If the door element is unpopulated, the return value should be "N".

### C.6.7B.9.6 Address template in PATDL

```
<?xml version="1.0" encoding="UTF-8"?>
```

```
<!--
```

This is the New Zealand template representing the street address, postal box, and rural route formats using UPU codes and rendition instructions. It has been validated using the Postal Address Template Description Language (PATDL) v. 2.2 W3C schema.

The file name is UPU-NZ-PATDL.v.2.2.xml.

```
-->
```

```
<patdl22.xml xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:noNamespaceSchemaLocation="PATDL.v.2.2.xsd">
```

```
<!-- -->
```

```
<identifier>
```

```
<referenceKey>UPU-NZ</referenceKey>
```

```
<elementIdentifier>
```

```
<type>code</type>
```

```
<prefix>U</prefix>
```

```
<system>UPU</system>
```

```
<version>S42-4</version>
```

```
<source>POST*Code</source>
```

```
</elementIdentifier>
```

```
<elementDefiner>
```

```
<type>descriptive</type>
```

```
<language>English</language>
```

```
<system>UPU</system>
```

```
<version>S42-4</version>
```

```
<source>POST*code</source>
```

```
</elementDefiner>
```

```
<elementDescriptor>
```

```
<type>descriptive</type>
```

```
<language>English</language>
```

```
<system>local names</system>
```

```
<version/>
```

```
<source/>
```

```
</elementDescriptor>
```

```
<renditionInstruction>
```

```
<type>mnemonic</type>
```

```
<language>English</language>
```

```
<system>UPU</system>
```

```
<version>S42-4</version>
```

```
<source>POST*Code</source>
```

```
</renditionInstruction>
```

```
<defaultDelimiter>' '</defaultDelimiter>
```

```
<defaultSeparator>'; '</defaultSeparator>
```

```
<defaultSequencer>', '</defaultSequencer>
```

```
<defaultCollector>'-'</defaultCollector>
```

```
</identifier>
```

```
<contentDefinition>
```

```
<templateName/>
```

```
<templateIdentifier>
```

```
<templateType>ADR</templateType>
```

```
<countryCode>NZ</countryCode>
```

```
<userId>UPU</userId>
```

```
<templateSeqNum>001</templateSeqNum>
```

```
</templateIdentifier>
```

```
<userPreferences>
```

```
<characterSet>UNICODE</characterSet>
```

```
<qualityThreshold/>
```

```
</userPreferences>
```

```
<triggerConditions>
```

```
<lineSelect>
```

```
<lineName lineNumber="001">MAILSTOP-LINE</lineName>
```

```
</lineSelect>
```

```
<lineSelect>
```

```
<isPopulated>U10.08, U10.03</isPopulated>
```

```
<isNotPopulated>U10.00</isNotPopulated>
```

```
<isNotPopulated>U10.02</isNotPopulated>
```

```
<lineName lineNumber="002">NAME-LINE</lineName>
```

```
<lineName lineNumber="003">TITLE-LINE</lineName>
```

```
<lineName lineNumber="004">MAILEE-NAME-LINE</lineName>
```

```
<lineName lineNumber="005">MAILEE-TITLE-LINE</lineName>
```

```
<lineName lineNumber="006">MAILEE-ORG-UNIT-LINE</lineName>
```

```
<lineName lineNumber="007">MAILEE-ORG-LINE</lineName>
```

```
<isPopulated>U10.00, U10.02</isPopulated>
```

```
<lineName lineNumber="002">ORG-LINE</lineName>
```

```
<lineName lineNumber="003">ORG-UNIT-LINE</lineName>
```

```
</lineSelect>
```

```
<lineSelect>
```

```
<lineName lineNumber="008">BUILDING-LINE</lineName>
```

```
</lineSelect>
```

```
<lineSelect>
```

```
<isPopulated>U14.37, U14.36</isPopulated>
```

```
<hasResult>DoorNumeric; "Y"</hasResult>
```

```
<lineName lineNumber="009">DOOR-STREET-LINE</lineName>
```

```

<lineName lineNumber="010">SEC-THORO-LINE</lineName>
<isPopulated>U14.37, U14.36</isPopulated>
<hasResult>DoorNumeric; "N"</hasResult>
<lineName lineNumber="009">STREET-DOOR-LINE</lineName>
<lineName lineNumber="010">SEC-THORO-LINE</lineName>
<isPopulated>U14.21</isPopulated>
<isNotPopulated>U13.19</isNotPopulated>
<hasResult>DoorNumeric; "Y"</hasResult>
<lineName lineNumber="009">-REQ-DOOR-STREET-LINE</lineName>
<isPopulated>U14.21</isPopulated>
<isNotPopulated>U13.19</isNotPopulated>
<hasResult>DoorNumeric; "N"</hasResult>
<lineName lineNumber="009">REQ-STREET-DOOR-LINE</lineName>
<isPopulated>U13.19</isPopulated>
<isNotPopulated>U14.21</isNotPopulated>
<lineName lineNumber="009">POST-OFFICE-BOX-LINE</lineName>
<lineName lineNumber="010">PO-BOX-LOCATION-LINE</lineName>
</lineSelect>
<lineSelect>
<lineName lineNumber="011">DISTRICT-LINE</lineName>
<lineName lineNumber="012">POSTCODE-LINE</lineName>
<lineName lineNumber="013">COUNTRY-LINE</lineName>
</lineSelect>
</triggerConditions>
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<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
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</lineData>
<lineData>
<lineName lineNumber="002">NAME-LINE</lineName>
<lineComponent>
<componentId>NAM</componentId>
<priority>001</priority>
<elementData>
<elementId>U10.04</elementId>
<elementDef>addressee role descriptor</elementDef>
<elementDesc>attention</elementDesc>
<migrationPrecedence>01</migrationPrecedence>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
<elementData>
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<elementDesc/>
<fldJustify>L</fldJustify>
</elementData>
<elementData>
<elementId>U10.06</elementId>
<elementDef>given name</elementDef>
<elementDesc/>
<fldJustify>L</fldJustify>
</elementData>
<elementData>
<elementId>U10.08</elementId>
<elementDef>surname</elementDef>
<elementDesc/>
<fldJustify>L</fldJustify>
</elementData>
<elementData>
<elementId>U10.09</elementId>
<elementDef>name qualifier</elementDef>
<elementDesc/>
<fldJustify>L</fldJustify>
</elementData>
<elementData>
<elementId>U10.10</elementId>
<elementDef>qualification</elementDef>
<elementDesc/>
<fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="002">ORG-LINE</lineName>
<lineComponent>

```

```

<componentId>ORG</componentId>
<priority>001</priority>
<elementData>
  <elementId>U10.00</elementId>
  <elementDef>organisation name</elementDef>
  <elementDesc/>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U10.01</elementId>
  <elementDef>legal status</elementDef>
  <elementDesc/>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="003">TITLE-LINE</lineName>
<lineComponent>
<componentId>TL</componentId>
<priority>011</priority>
<elementData>
  <elementId>U10.04</elementId>
  <elementDef>addressee role descriptor</elementDef>
  <elementDesc>attention</elementDesc>
  <migrationPrecedence>02</migrationPrecedence>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U10.03</elementId>
  <elementDef>function</elementDef>
  <elementDesc/>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="003">ORG-UNIT-LINE</lineName>
<lineComponent>
<componentId>ORGU</componentId>
<priority>011</priority>
<elementData>
  <elementId>U10.02</elementId>
  <elementDef>organisational unit</elementDef>
  <elementDesc/>
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  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="004">MAILEE-NAME-LINE</lineName>
<lineComponent>
<componentId>M-NAM</componentId>
<priority>007</priority>
<elementData>
  <elementId>U11.11</elementId>
  <elementDef>mailee role descriptor</elementDef>
  <elementDesc>c/o</elementDesc>
  <migrationPrecedence>01</migrationPrecedence>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U11.05</elementId>
  <elementDef>form of address</elementDef>
  <elementDesc/>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U11.06</elementId>
  <elementDef>given name</elementDef>
  <elementDesc/>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U11.08</elementId>
  <elementDef>surname</elementDef>
  <elementDesc/>
  <fldJustify>L</fldJustify>
</elementData>

```

```

<elementData>
  <elementId>U11.09</elementId>
  <elementDef>name qualifier</elementDef>
  <elementDesc/>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U11.10</elementId>
  <elementDef>qualification</elementDef>
  <elementDesc/>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="005">MAILEE-TITLE-LINE</lineName>
<lineComponent>
<componentId>M-TL</componentId>
<priority>008</priority>
<elementData>
  <elementId>U11.11</elementId>
  <elementDef>mailee role descriptor</elementDef>
  <elementDesc>c/o</elementDesc>
  <migrationPrecedence>02</migrationPrecedence>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U11.03</elementId>
  <elementDef>function</elementDef>
  <elementDesc/>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="006">MAILEE-ORG-UNIT-LINE</lineName>
<lineComponent>
<componentId>M-ORGU</componentId>
<priority>009</priority>
<elementData>
  <elementId>U11.11</elementId>
  <elementDef>mailee role descriptor</elementDef>
  <elementDesc>c/o</elementDesc>
  <migrationPrecedence>03</migrationPrecedence>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U11.02-2</elementId>
  <elementDef>organisational unit</elementDef>
  <elementDesc/>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="007">MAILEE-ORG-LINE</lineName>
<lineComponent>
<componentId>M-ORG</componentId>
<priority>010</priority>
<elementData>
  <elementId>U11.11</elementId>
  <elementDef>mailee role descriptor</elementDef>
  <elementDesc>c/o</elementDesc>
  <migrationPrecedence>04</migrationPrecedence>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U11.00-2</elementId>
  <elementDef>organisation name</elementDef>
  <elementDesc/>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U11.01-2</elementId>
  <elementDef>legal status</elementDef>
  <elementDesc/>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
</lineData>

```

```

<lineName lineNumber="008">BUILDING-LINE</lineName>
<lineComponent>
<componentId>BLDG</componentId>
<priority>006</priority>
<elementData>
  <elementId>U14.26</elementId>
  <elementDef>building/construction</elementDef>
  <elementDesc>building/house name</elementDesc>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U14.27</elementId>
  <elementDef>building/construction type</elementDef>
  <elementDesc>building type</elementDesc>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="009">DOOR-STREET-LINE</lineName>
<lineComponent>
<componentId>D-ST</componentId>
<priority>003</priority>
<elementData>
  <elementId>U14.31</elementId>
  <elementDef>door</elementDef>
  <elementDesc>apartment/suite number</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<renditionOperator>
  <operatorId>CONCAT</operatorId>
  <fldJustify>L</fldJustify>
  <fldText>' - '</fldText>
</renditionOperator>
<elementData>
  <elementId>U14.24</elementId>
  <elementDef>street no or plot</elementDef>
  <elementDesc>street number</elementDesc>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.21</elementId>
  <elementDef>thoroughfare name</elementDef>
  <elementDesc>street name</elementDesc>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.22</elementId>
  <elementDef>thoroughfare type</elementDef>
  <elementDesc>street suffix</elementDesc>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.23</elementId>
  <elementDef>thoroughfare qualifier</elementDef>
  <elementDesc>street direction</elementDesc>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="009">STREET-DOOR-LINE</lineName>
<lineComponent>
<componentId>ST-D</componentId>
<priority>003</priority>
<elementData>
  <elementId>U14.24</elementId>
  <elementDef>street no or plot</elementDef>
  <elementDesc>street number</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U14.31</elementId>
  <elementDef>door</elementDef>
  <elementDesc>apartment/suite number</elementDesc>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.21</elementId>
  <elementDef>thoroughfare name</elementDef>
  <elementDesc>street name</elementDesc>
  <fldJustify>L</fldJustify>
</elementData>

```



```

<elementData>
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  <elementDef>thoroughfare type</elementDef>
  <elementDesc>street suffix</elementDesc>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.23</elementId>
  <elementDef>thoroughfare qualifier</elementDef>
  <elementDesc>street direction</elementDesc>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="009">REQ-DOOR-STREET-LINE</lineName>
<lineComponent>
<componentId>R-D-ST</componentId>
<priority>003</priority>
<requiredIfSelected>Y</requiredIfSelected>
<elementData>
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  <elementDef>door</elementDef>
  <elementDesc>apartment/suite number</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<renditionOperator>
  <operatorId>CONCAT</operatorId>
  <fldJustify>L</fldJustify>
  <fldText>' - '</fldText>
</renditionOperator>
<elementData>
  <elementId>U14.24</elementId>
  <elementDef>street no or plot</elementDef>
  <elementDesc>street number</elementDesc>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.21</elementId>
  <elementDef>thoroughfare name</elementDef>
  <elementDesc>street name</elementDesc>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.22</elementId>
  <elementDef>thoroughfare type</elementDef>
  <elementDesc>street suffix</elementDesc>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.23</elementId>
  <elementDef>thoroughfare qualifier</elementDef>
  <elementDesc>street direction</elementDesc>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="009">REQ-STREET-DOOR-LINE</lineName>
<lineComponent>
<componentId>R-ST-D</componentId>
<priority>003</priority>
<requiredIfSelected>Y</requiredIfSelected>
<elementData>
  <elementId>U14.24</elementId>
  <elementDef>street no or plot</elementDef>
  <elementDesc>street number</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U14.31</elementId>
  <elementDef>door</elementDef>
  <elementDesc>apartment/suite number</elementDesc>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.21</elementId>
  <elementDef>thoroughfare name</elementDef>
  <elementDesc>street name</elementDesc>
  <requiredIfSelected>Y</requiredIfSelected>
  <fldJustify>L</fldJustify>
</elementData>
<elementData>
  <elementId>U14.22</elementId>

```

```

        <elementDef>thoroughfare type</elementDef>
        <elementDesc>street suffix</elementDesc>
        <fldJustify>L</fldJustify>
    </elementData>
    <elementData>
        <elementId>U14.23</elementId>
        <elementDef>thoroughfare qualifier</elementDef>
        <elementDesc>street direction</elementDesc>
        <fldJustify>L</fldJustify>
    </elementData>
</lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="009">POST-OFFICE-BOX-LINE</lineName>
    <lineComponent>
        <componentId>PO-BOX</componentId>
        <priority>003</priority>
        <requiredIfSelected>Y</requiredIfSelected>
        <elementData>
            <elementId>U13.19</elementId>
            <elementDef>delivery service type</elementDef>
            <elementDesc>delivery type</elementDesc>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
        <elementData>
            <elementId>U13.20</elementId>
            <elementDef>delivery service indicator</elementDef>
            <elementDesc>box/bag number</elementDesc>
            <fldJustify>L</fldJustify>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="010">SEC-THORO-LINE</lineName>
    <lineComponent>
        <componentId>SEC-THORO</componentId>
        <priority>013</priority>
        <requiredIfSelected>Y</requiredIfSelected>
        <elementData>
            <elementId>U14.37</elementId>
            <elementDef>secondary thoroughfare type</elementDef>
            <elementDesc>delivery type</elementDesc>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
        <elementData>
            <elementId>U14.36</elementId>
            <elementDef>secondary thoroughfare name</elementDef>
            <elementDesc>rural delivery number</elementDesc>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="010">PO-BOX-LOCATION-LINE</lineName>
    <lineComponent>
        <componentId>PO-BOX-LOC</componentId>
        <priority>013</priority>
        <elementData>
            <elementId>U14.32</elementId>
            <elementDef>supplementary dp data</elementDef>
            <elementDesc>box lobby name</elementDesc>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="011">DISTRICT-LINE</lineName>
    <lineComponent>
        <componentId>DIST</componentId>
        <priority>004</priority>
        <elementData>
            <elementId>U13.17</elementId>
            <elementDef>district</elementDef>
            <elementDesc>town/suburb</elementDesc>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
    </lineComponent>
</lineData>

```

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```
<lineData>
  <lineName lineNumber="012">POSTCODE-LINE</lineName>
  <lineComponent>
    <componentId>POST-CD</componentId>
    <priority>002</priority>
    <requiredIfSelected>Y</requiredIfSelected>
    <elementData>
      <elementId>U13.16</elementId>
      <elementDef>town</elementDef>
      <elementDesc>city/town</elementDesc>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
    <renditionOperator>
      <operatorId>CONCAT</operatorId>
      <fldJustify>L</fldJustify>
      <fldText>'  '</fldText>
    </renditionOperator>
    <elementData>
      <elementId>U13.13</elementId>
      <elementDef>postcode</elementDef>
      <elementDesc/>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="013">COUNTRY-LINE</lineName>
  <lineComponent>
    <componentId>CTRY</componentId>
    <priority>012</priority>
    <elementData>
      <elementId>U13.14</elementId>
      <elementDef>country</elementDef>
      <elementDesc>country for external mail</elementDesc>
      <requiredIfSelected>Y</requiredIfSelected>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
  </lineComponent>
</lineData>
</contentDefinition>
</patdl22.xml>
```

## C.7B.10 United Kingdom

### C.7.1B.10.1 General information

All the rules for what Postal Address File (PAF) address elements may be present in combination with what other elements, and for rendition for printing (often called a "label" in the UK address industry) are documented in the freely available PAF Digest, currently at version 56 in December 2003. It can be found at [www.royalmail.com](http://www.royalmail.com). Either choose "Address and Data Products" from the "Quickfinder" drop-down box or from the home page select "Business Advice Centre" then "Address Data Management" and then "Address and Data Products". From here choose "PAF Data" and then "PAF Digest" under "What to do next" at the bottom of the page. This will bring up a page where the PAF Digest pdf file can be downloaded. It is available at [www.royalmail.com](http://www.royalmail.com). Follow the link to "Address Management" under the heading "Business". From the next page choose "Products and Services" and from the resulting page choose "Data". This will bring up the page with "PAF Digest", which is found under "Technical Specifications".

### B.10.2 Mapping national elements to standard elements

Standard Elements	National Elements	National Element Type
Delivery service type Delivery service indicator	"PO Box" PO Box number	PO Box Elements
Extension designation Building / construction Street no. or plot	Sub Building Name Building Name Building Number	Premise Elements
Secondary thoroughfare name Secondary thoroughfare type Thoroughfare name Thoroughfare name	Dependant thoroughfare name Dependant thoroughfare Descriptor Thoroughfare Name Thoroughfare Type	Thoroughfare Elements
District Town Proximate town Region Postcode	Double Dependant Locality Dependant Locality Post Town County Postcode	Locality Elements

### C.7.2B.10.3 Address template in Natural Language Notation

NOTE 1:-! There are no choice block delimiters until we start the address portion of the address. This is because there are no choices between lines to be made in the addressee/mailee part of the template. The only conditionality is that some addressee and mailee elements are optional. !

[[[10.05 form of address] [10.06 given name] [10.08 surname] [40.40/310.10-3 succeeding qualification]] {L} \]

[(11.00 organisation name) {L} \]

! Note that the line with 11.00 is denoted as optional. In most cases this is so, but in Case 1 (street address with no premise elements), organisation details are required to be present. Using this notation, the template would become tortuously and unnecessarily complex to deal with this joint validation, so for the time being we have decided not to describe this mandatory situation in the natural language template. The XML template will deal correctly with this situation. !

[(11.02 organisation unit) {L} \]

<

### **S42-3**

<! PO Box address !

\(13.19 delivery service type) (13.20 delivery service indicator) {L} \)

[(13.17 district) {L} \]

[(13.16 town) {L} \]

\(13.34 proximate town) {L} \)

\(13.13 postcode) {L} \)>

<! Street Address !

<

<! Case 1 - No premise elements !

[(14.36 secondary thoroughfare name) [14.37 secondary thoroughfare type] {L} \]

[(14.21 thoroughfare name) [14.22 thoroughfare type] {L} \]

[(13.17 district) {L} \]

[(13.16 town) {L} \]

\(13.34 proximate town) {L} \)>

<! Case 2 - Building Number only (also applies for Case 5 when Sub-building Name is 1 or 2 alpha, so Building Number and Sub-building Name are concatenated) !

[[14.24 street no. or plot {precedence 1}] (14.36 secondary thoroughfare name) [14.37 secondary thoroughfare type] {L} \]

[[14.24 street no. or plot {precedence 2}] (14.21 thoroughfare name) [14.22 thoroughfare type] {L} \]

[[14.24 street no. or plot {precedence 3}] (13.17 district) {L} \]

[[14.24 street no. or plot {precedence 4}] (13.16 town) {L} \]

[[14.24 street no. or plot {precedence 5}] (13.34 proximate town) {L} \]>

<! Case 3 - Building Name only !

<! Building Name is not Format 1 !

\(14.26 building/construction) {L} \)

[(14.36 secondary thoroughfare name) [14.37 secondary thoroughfare type] {L} \]

[(14.21 thoroughfare name) [14.22 thoroughfare type] {L} \]

---

[(13.17 district) {L} \]

[(13.16 town) {L} \]

(\((13.34 proximate town) {L} \)\>

<! Building Name is Format 1 !

[[14.26 building/construction {precedence 1}] (14.36 secondary thoroughfare name) [14.37 secondary thoroughfare type] {L} \]

[[14.26 building/construction {precedence 2}] (14.21 thoroughfare name) [14.22 thoroughfare type] {L} \]

[[14.26 building/construction {precedence 3}] (13.17 district) {L} \]

[[14.26 building/construction {precedence 4}] (13.16 town) {L} \]

(\([14.26 building/construction {precedence 5}] (13.34 proximate town) {L} \)\>

>

<! Case 4 - Building Name and Building Number !

(\((14.26 building/construction) {L} \)\)

[[14.24 street no. or plot {precedence 1}] (14.36 secondary thoroughfare name) [14.37 secondary thoroughfare type] {L} \]

[[14.24 street no. or plot {precedence 2}] (14.21 thoroughfare name) [14.22 thoroughfare type] {L} \]

[[14.24 street no. or plot {precedence 3}] (13.17 district) {L} \]

[[14.24 street no. or plot {precedence 4}] (13.16 town) {L} \]

(\([14.24 street no. or plot {precedence 5}] (13.34 proximate town) {L} \)\>

<! Case 5 - Sub-building Name and Building Number (Sub-building name is not "1 or 2 alpha") !

(\((14.28 extension designation) {L} \)\)

[[14.24 street no. or plot {precedence 1}] (14.36 secondary thoroughfare name) [14.37 secondary thoroughfare type] {L} \]

[[14.24 street no. or plot {precedence 2}] (14.21 thoroughfare name) [14.22 thoroughfare type] {L} \]

[[14.24 street no. or plot {precedence 3}] (13.17 district) {L} \]

[[14.24 street no. or plot {precedence 4}] (13.16 town) {L} \]

(\([14.24 street no. or plot {precedence 5}] (13.34 proximate town) {L} \)\>

<! Case 6 - Sub-building Name and Building Name !

### S42-3

<

<! Sub-building Name is format 1 !

(\ (14.28 extension designation) (14.26 building/construction) {L} \)

[(14.36 secondary thoroughfare name) [14.37 secondary thoroughfare type] {L} \]

[(14.21 thoroughfare name) [14.22 thoroughfare type] {L} \]

[(13.17 district) {L} \]

[(13.16 town) {L} \]

(\ (13.34 proximate town) {L} \)>

<! Sub-building Name not format 1; Building Name is format 1 !

(\ (14.28 extension designation) {L} \)

[[14.26 building/construction {precedence 1}] (14.36 secondary thoroughfare name) [14.37 secondary thoroughfare type] {L} \]

[[14.26 building/construction {precedence 2}] (14.21 thoroughfare name) [14.22 thoroughfare type] {L} \]

[[14.26 building/construction {precedence 3}] (13.17 district) {L} \]

[[14.26 building/construction {precedence 4}] (13.16 town) {L} \]

(\ [14.26 building/construction {precedence 5}] (13.34 proximate town) {L} \)>

<! Sub-building Name not format 1; Building Name not format 1 !

(\ (14.28 extension designation) {L} \)

(\ (14.26 building/construction) {L} \)

[(14.36 secondary thoroughfare name) [14.37 secondary thoroughfare type] {L} \]

[(14.21 thoroughfare name) [14.22 thoroughfare type] {L} \]

[(13.17 district) {L} \]

[(13.16 town) {L} \]

(\ (13.34 proximate town) {L} \)>

>

>

<! Case 7 - all premise elements !

<

<! Sub-building Name is Format 1 !

(\{14.28 extension designation\} (14.26 building/construction) {L} \)

[[{14.24 street no. or plot {precedence 1}}] (14.36 secondary thoroughfare name) [14.37 secondary thoroughfare type] {L} \]

[[{14.24 street no. or plot {precedence 2}}] (14.21 thoroughfare name) [14.22 thoroughfare type] {L} \]

[[{14.24 street no. or plot {precedence 3}}] (13.17 district) {L} \]

[[{14.24 street no. or plot {precedence 4}}] (13.16 town) {L} \]

(\{14.24 street no. or plot {precedence 5}}] (13.34 proximate town) {L} \)>

<! Sub-building Name is not Format 1 !

(\{14.28 extension designation\} {L} \)

(\{14.26 building/construction\} {L} \)

[[{14.24 street no. or plot {precedence 1}}] (14.36 secondary thoroughfare name) [14.37 secondary thoroughfare type] {L} \]

[[{14.24 street no. or plot {precedence 2}}] (14.21 thoroughfare name) [14.22 thoroughfare type] {L} \]

[[{14.24 street no. or plot {precedence 3}}] (13.17 district) {L} \]

[[{14.24 street no. or plot {precedence 4}}] (13.16 town) {L} \]

(\{14.24 street no. or plot {precedence 5}}] (13.34 proximate town) {L} \)

>

>

>

>

[[{13.15 region}] {L} \]

(\{13.13 postcode\} {L} \)

>

>

#### C.7.3B.10.4 Presentation rules

Definitions



## S42-3

A **range** is a string containing 1 to 4 numeric characters followed by 0-2 alphabetic characters, with the option of a hyphen followed by the same combination. Thus, where brackets mean optional, N is numeric and A is alphabetic, a range is N(NNN)(AA)(-N(NNN)(AA)).

A Name is **Format1** if either the first and last characters of the name are numeric OR (the first and penultimate characters of the name are numeric and the last character of the name is alphabetic).

If there is an extension designation but no street no. or plot, and the building/construction ends in a range

Strip out the Range from building/construction into street no. or plot

If the resulting street no. or plot is a single number between 1 and 9999 inclusive (i.e. there is no hyphen and all characters are numeric and  $0 < \text{street no. or plot} < 10000$ )

Recombine stripped out number into original building/construction

Set street no. or plot to be absent

End if

End if

- 1 If organisational unit is present, organisation name shall be present.
- 2 If PO Box elements are present, neither premise nor thoroughfare elements (see definition in B.8.2) can be present.
- 3 An extension designation can not be present if neither building/construction nor street no. or plot is present.
- 4 If no premise element is present then organisation name shall be present to uniquely identify a delivery point (see example address 1)
- 5 If the optional address lines are not used, there will be no extra space between line the lines. For example: If the address lines 3 and 4 are not used, line 5 automatically becomes the third line. Similarly, if lines 1 and 2 are not used, 3 automatically becomes the first line.
- 6 Proximate town and postcode shall be in upper case, while all other elements may be in mixed case.
- 7 If street no. or plot is the unique premise element present, it should appear at the beginning of the first thoroughfare line (see B.8.3). If there is no thoroughfare line, then the street no. or plot should appear at the beginning of the first locality line (see B.8.3) (see example address 2).
- 8 If building/construction is the unique premise element present
  - If building/construction has Format1
    - building/construction appears at the beginning of the first thoroughfare line, or of the first locality line where there is no thoroughfare information (see example address 3).
  - Else
    - building/construction appears on a line preceding thoroughfare and/or locality information (see example address 4)
  - End if

When a building has a name and number range, both will be held in building/construction (see address example 13).
- 9 If building/construction and street no. or plot are the only premise elements present, building/construction appears on the line preceding the thoroughfare and/or locality information. Street no. or plot appears at the beginning of the first thoroughfare line. If there is no thoroughfare information, then the street no. or plot should appear at the beginning of the first locality line (see example address 5).
- 10 If extension designation and street no. or plot are the only premise elements present
  - If extension designation is 1 or 2 alphabetic characters
    - street no. or plot is concatenation of street no. or plot and extension designation. Concatenated street no. or plot is treated as instruction 2 above (see example address 9)
  - Else
    - extension designation appears on the line preceding the thoroughfare and/or locality information. Street no. or plot appears at the beginning of the first thoroughfare line. If there is no thoroughfare information, then the street no. or plot should appear at the beginning of the first locality line (see example address 6).

- End if  
End if
- 11 If extension designation and building/construction are the only premise elements present  
If extension designation has Format1  
extension designation appears on the same line as and before building/construction (see example address 7)  
Else  
extension designation appears on a line preceding building/construction, thoroughfare and locality  
If building/construction has Format1  
building/construction appears at the beginning of the first thoroughfare line, or the first locality line if there is no thoroughfare information (see example address 8)  
Else  
building/construction appears on a line preceding thoroughfare and locality information (see example address 10)  
End if  
End if  
End if
- 12 If all premise elements are present  
If extension designation has Format1  
extension designation appears on the same line as and before building/construction (see example address 12)  
Else  
extension designation and building/construction appear on separate lines (see example address 11)  
End if  
Street no. or plot appears at the beginning of the first thoroughfare line. If there is no thoroughfare information, then the street no. or plot should appear at the beginning of the first locality line.
- 13 Region is no longer required to be shown. If it is shown, the region should appear after the proximate town and before the postcode.
- 14 The first part of postcode is separated from the second part by one space. If there are not enough address lines to print the address as formatted according to the template, the postcode may appear on the same line as and following the proximate town. In such cases, it shall be separated from the proximate town by two spaces.
- 15 The following is a list of valid formats of postcode, A indicating an alphabetic character and N a numeric character:  
AN NAA  
ANN NAA  
AAN NAA  
AANN NAA  
ANA NAA  
AANA NAA  
The only exception is the postcode GIR 0AA.
- 16 The following characters are never used in the second part of the postcode: C I K M O V

### B.10.5 Address examples

Example 1:

<i>Formatted address</i>	<i>Address elements</i>	
LEDA ENGINEERING LTD	10.00	LEDA ENGINEERING LTD
APPLEFORD	13.16	APPLEFORD
ABINGDON	13.34	ABINGDON
OX14 4PG	13.13	OX14 4PG

Example 2:

<i>Formatted address</i>	<i>Address elements</i>	
1 UPPER LITTLETON	14.24	1
WINFORD	13.17	UPPER LITTLETON

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BRISTOL  
BS18 8HF

13.16 WINFORD  
13.34 BRISTOL  
13.13 BS18 8HF

*Example 3:*

*Formatted address*  
1A SEASTONE COTTAGES  
STATION ROAD  
WEYBOURNE  
HOLT  
NR25 7HG

*Address elements*  
14.26 1A  
14.36 SEASTONE  
14.37 COTTAGES  
14.21 STATION  
14.22 ROAD  
13.16 WEYBOURNE  
13.34 HOLT  
13.13 NR25 7HG

*Example 4:*

*Formatted address*  
THE MANOR  
NORWOOD HILL  
HORLEY  
RH6 0HP

*Address elements*  
14.26 THE MANOR  
13.16 NORWOOD HILL  
13.34 HORLEY  
13.13 RH6 0HP

*Example 5:*

*Formatted address*  
VICTORIA HOUSE  
15 THE STREET  
HURN  
CHRISTCHURCH  
BH23 6AA

*Address elements*  
14.26 VICTORIA HOUSE  
14.24 15  
14.21 THE STREET  
13.16 HURN  
13.34 CHRISTCHURCH  
13.13 BH23 6AA

*Example 6:*

*Formatted address*  
FLAT 1  
12 LIME TREE AVENUE  
CLIFTON  
BRISTOL  
BS8 4AB

*Address elements*  
14.28 FLAT 1  
14.24 12  
14.21 LIME TREE  
14.22 AVENUE  
13.16 CLIFTON  
13.34 BRISTOL  
13.13 BS8 4AB

*Example 7:*

*Formatted address*  
10B BARRY JACKSON TOWER  
ESTONE WALK  
BIRMINGHAM  
B6 5BA

*Address elements*  
14.28 10B  
14.26 BARRY JACKSON TOWER  
14.21 ESTONE  
14.22 WALK  
13.34 BIRMINGHAM  
13.13 B6 5BA

*Example 8:*

*Formatted address*  
CARETAKES FLAT  
110-114 HIGH STREET WEST  
BRISTOL  
BS1 2AW

*Address elements*  
14.28 CARETAKES FLAT  
14.26 110-114  
14.21 HIGH STREET WEST  
13.34 BRISTOL  
13.13 BS1 2AW

*Example 9:*

*Formatted address*  
12A HIGH STREET NORTH  
COOMBE BISSETT  
SALISBURY  
SP5 4NA

*Address elements*  
14.28 A  
14.24 12  
14.21 HIGH STREET NORTH  
13.16 COOMBE BISSETT  
13.34 SALISBURY  
13.13 SP5 4NA

## Example 10:

<i>Formatted address</i>	<i>Address elements</i>	
STABLES FLAT	14.28	STABLES FLAT
THE MANOR	14.26	THE MANOR
NORWOOD HILL	13.16	NORWOOD HILL
HORLEY	13.34	HORLEY
RH6 0HP	13.13	RH6 0HP

## Example 11:

<i>Formatted address</i>	<i>Address elements</i>	
BASEMENT FLAT	14.28	BASEMENT FLAT
VICTORIA HOUSE	14.26	VICTORIA HOUSE
15 THE STREET	14.24	15
HURN	14.21	THE STREET
CHRISTCHURCH	13.16	HURN
BH23 6AA	13.34	CHRISTCHURCH
	13.13	BH23 6AA

## Example 12:

<i>Formatted address</i>	<i>Address elements</i>	
2B THE TOWER	14.28	2B
27 JOHN STREET	14.26	THE TOWER
WINCHESTER	14.24	27
SO23 9AP	14.21	JOHN
	14.22	STREET
	13.34	WINCHESTER
	13.13	SO23 9AP

## Example 13:

<i>Formatted address</i>	<i>Address elements</i>	
ROYAL MAIL	10.00	ROYAL MAIL
ADDRESS MANAGEMENT CENTRE 4	14.26	ADDRESS MANAGEMENT CENTRE 4
ST GEORGES BUSINESS CENTRE	14.36	ST GEORGES BUSINESS CENTRE
PORTSMOUTH	14.37	CENTRE
PO1 3AX	14.21	ST GEORGES
	14.22	SQUARE
	13.34	PORTSMOUTH
	13.13	RH6 0HP

## B.10.6 Rendition Instructions

### “UK-Format1Test” rendition instruction

This rendition instruction is used to evaluate certain addresses and to branch within the template based on the results. It is used separately for the building name and sub building name. In the first case it is called “UK-BldgNameFormat1Test”, while in the second case it is “UK-SubBldgNameFormat1Test”. Format1 is the same thing as a range, though in TAS2061 the two were differentiated.

Based on S42-2 and other documents, we define a range as “a string containing one to four numeric characters followed by zero to two alphabetic characters, with an optional continuation consisting of either “-” or “/” followed by another string containing one to four numeric characters followed by zero to two alphabetic characters”.

The alphabetic characters can be upper or lower case.

The result should be “Y” if the input meets the criteria for Format1, otherwise “N”.

Examples:

Format1	Not Format1
272-280	A7
1A/3A	A

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7	A/B
1a	1&2
01-Mar	Flat 6
6 <sup>th</sup>	1ABC
7AB	12345
110-110a	1-2/3
	12-AB
	12/

**“UK-SubBldgConcat” rendition instruction**

This rendition instruction has to be executed as a precondition before an address is evaluated. The result code is “Done”. It is not necessary to indicate whether concatenation has occurred. This is based on the UK TAS2061 document, version 1, 11 September 2002, section 3.7.5, and address samples 77-81.

If Sub Building Name is one or two alphabetic characters

If Building Name is Not Populated

Building Number is Concatenation of Building Number and Sub Building Name

Set Sub Building Name to Empty String

Else No Change in Building Number or Sub Building Name

**“UK-ReformatBldgName” rendition instruction (31 December 2003)**

This rendition instruction has to be executed as a precondition before an address is evaluated.

The result code is “Done”. It is not necessary to indicate whether changes have occurred.

This is based on TAS2061, section 3.4, and other documents.

If there is a building name but no building number

If the building name ends in a range (defined in UK-Format1Test):

If the building name does NOT contain a member of the Apartment/Suite

list of text literals (see below)

If the range is NOT a single number between 1 and 9999 inclusive ( $0 < \text{range} < 10000$ )

Strip out the range from building name to building number

Leave any remaining text in the building name

Otherwise no changes are made.

Apartment/Suite text literals (if found in building name, do not strip out a range):

---

APARTMENT, APARTMENTS, BLOCK, BLOCKS, FLAT, FLATS, HOUSE NUMBER, HOUSE NUMBERS, MAISONETTE, MAISONETTES, SHOP, SHOPS, STALL, STALLS, SUITE, SUITES, UNIT, UNITS, BACK OF, REAR OF

The test for these text literals should not be case sensitive.

Examples:

Original			New	
Building Name	Building Number	Result	Building Name	Building Number
12 The Barn		No Change		
Cottage 23		No Change		
The Manor 12-14		Change	The Manor	12-14
Dove Cottage 2D	35	No Change		
Suite 1-1		No Change		
Rear Of 152		No Change		
Unit 1a & 1b		No Change		

### C.7.7B.10.7 Address template in PATDL

<!--

This is a PATDL representation of the rules for UK addresses found in the UPU S42 standard S42-2 and the natural language template designed for S42-3. It has been validated against the Postal Address Template Description Language (PATDL) v. 2.2 W3C schema.

Four named procedures have been used in accordance with the rules in the documentation. A full description of what they do is included in the UK rendition instructions in S42-4. These are the Format1Test for Building Name and Sub Building Name, ReformatBldgName, and SubBldgConcat. When these procedures are invoked by a PATDL processor as part of a conforming implementation, they can be referenced either locally or externally.

There is a difference, however, between the two Format1Test procedures, which act on data to determine which branch to take within a template, and the other two procedures, which reformat data prior to any action having been taken. Therefore they are invoked at different stages within the processing of the trigger conditions.

A number of trigger conditions have been defined, generally referring to conditions under which various data fields in PAF are populated.

The file name is UPU-UK-PATDL.v.2.2.xml.

-->

```
<patdl22.xml xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:noNamespaceSchemaLocation="PATDL.v.2.2.xsd">
```

```
  <identifier>
    <referenceKey/>
    <elementIdentifier>
      <type>code</type>
      <prefix>U</prefix>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </elementIdentifier>
    <elementDefiner>
      <type>descriptive</type>
      <language>EN</language>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code </source>
    </elementDefiner>
    <elementDescriptor>
      <type>descriptive</type>
      <language>EN</language>
      <source>Royal Mail</source>
    </elementDescriptor>
```

```

<renditionInstruction>
  <type>mnemonic</type>
  <language>English</language>
  <system>UPU</system>
  <version>S42-4</version>
  <source>POST*Code</source>
</renditionInstruction>
<defaultDelimiter>' '</defaultDelimiter>
<defaultSeparator>'; '</defaultSeparator>
<defaultSequencer>', '</defaultSequencer>
<defaultCollector>'-'</defaultCollector>
</identifier>

```

```

<contentDefinition>
  <templateName/>
  <templateIdentifier>
    <templateType>ADR</templateType>
    <countryCode>UK</countryCode>
    <userId>UPU</userId>
    <templateSeqNum>001</templateSeqNum>
  </templateIdentifier>
  <userPreferences>
    <characterSet>UNICODE</characterSet>
    <qualityThreshold/>
  </userPreferences>
  <triggerConditions>
    <!--

```

The following two procedures are placed at the top of the list of trigger conditions because they do not determine the choice of which lines to bring forward but rather alter the arrangement of the data. Therefore if they are invoked once, if the conditions are met and the data is reformatted, the effects will not be reversed. These trigger conditions will always be met, since we will set an indicator to show that they have been done, rather than using an indicator to show whether any reformatting has actually taken place or not. It should be noted that just as the other trigger conditions are tested anew for each address, these two functions will also be performed for each address as the trigger conditions are invoked.

```

-->
  <preCondition>UK-ReformatBldgName; Done</preCondition>
  <preCondition>UK-SubBldgConcat; Done</preCondition>
  <lineSelect>
    <!--

```

The following line is always selected. Though there may be no data in the elements making up this line, that will be resolved later on. The point here is that this line will be brought forward into the initial rendition.

```

-->
  <lineName lineNumber="001">NAME-LINE</lineName>
</lineSelect>
<lineSelect>
  <!--

```

The organisation name line has two versions, one with the line required, the other with the line as optional. The five conditions tested here are the same as in premise case 1, which allows no premise elements. In this situation, the organisation name must be present, whereas in all other situations, it may be present, but need not be present. The default case uses the version of the organisation name line which specifies it as optional.

When a line or line construct is required, then if it is selected, any required elements must be populated, and in any event, at least one element must be populated, or a warning should be issued by an implementation. When an element is required on a line or line construct that is optional, then if the line or line construct containing the element is selected, and is not later eliminated during rendition, then the element must be populated, or a warning should be issued by an implementation.

```

-->
  <hasValue>U13.19; ""</hasValue>
  <!-- delivery service type -->
  <hasValue>U13.20; ""</hasValue>
  <!-- delivery service indicator -->
  <hasValue>U14.28; ""</hasValue>
  <!-- extension designation -->
  <hasValue>U14.26; ""</hasValue>
  <!-- building/construction -->
  <hasValue>U14.24; ""</hasValue>
  <!-- street no or plot -->
  <lineName lineNumber="002">REQ-ORG-NAME-LINE</lineName>
  <lineName lineNumber="003">DPT-NAME-LINE</lineName>
  <defaultCase/>
  <lineName lineNumber="002">ORG-NAME-LINE</lineName>
  <lineName lineNumber="003">DPT-NAME-LINE</lineName>
</lineSelect>
<lineSelect>
  <!--

```

This stipulates that if the delivery service type or delivery service indicator is populated, then the lines following after may be brought forward. As a result, if there are thoroughfare and post office box elements present, the thoroughfare address data will be ignored, and only the post office box elements will appear.

```

-->
  <isPopulated>U13.19, U13.20</isPopulated>
  <!-- delivery service type or indicator -->
  <lineName lineNumber="004">PO-BOX-LINE</lineName>
  <lineName lineNumber="014">DBL-DEP-LOC-LINE</lineName>
  <lineName lineNumber="017">DEP-LOC-LINE</lineName>
  <lineName lineNumber="020">POST-TOWN-LINE</lineName>

```

```

</lineSelect>
<lineSelect>
<!--
    Premise case 1: no premise elements
-->
<!--
    The question was raised in developing the template whether a single PATDL template can handle the
    presence or absence of the box number as a pivot point on which to base the selection of box number logic
    versus premise element logic. The option chosen for this version of the single UK template is to test
    the box number using the hasValue trigger condition to make sure it is not present when a thoroughfare
    address type is brought forward, and to proceed only if the value found is null or an empty string.
    Though this test is repeated a number of times, it uses normal PATDL syntax, does not resort to an
    external function, and in reading the template, the test is near, rather than far away from, the line
    selections which follow from it.
-->
<!-- The number of separate sub-cases in this single integrated template amounts to twelve. The
    use of migrating elements in PATDL 2.2 allows the reduction from forty sub-cases in the previous version
    of the template. The 12 cases include one from the post office box section, one each from premise case
    1, 2, 4 and 5, two from premise cases 3 and 7, and three from premise case 6.
-->
<!-- In this template, element 14.24, street number or plot, always functions as a migrating
    element, and element 14.26, building/construction, usually functions as a migrating element. If multiple
    lines are brought forward, the migrating element content should be assigned to the lowest numbered
    migration precedence for which there are other populated elements on that line for the address instance.
-->
<hasValue>U13.19; ""</hasValue>
<!-- delivery service type -->
<hasValue>U13.20; ""</hasValue>
<!-- delivery service indicator -->
<hasValue>U14.28; ""</hasValue>
<!-- extension designation -->
<hasValue>U14.26; ""</hasValue>
<!-- building/construction -->
<hasValue>U14.24; ""</hasValue>
<!-- street no or plot -->
<lineName lineNumber="008">DEP-THORO-LINE</lineName>
<lineName lineNumber="011">THORO-LINE</lineName>
<lineName lineNumber="014">DBL-DEP-LOC-LINE</lineName>
<lineName lineNumber="017">DEP-LOC-LINE</lineName>
<lineName lineNumber="020">POST-TOWN-LINE</lineName>
</lineSelect>
<lineSelect>
<!--
    Premise case 2: building number only
-->
<!--
    The first four tests are repeated since we do not want to select any lines if all four tests are
    not passed. We do not use a defaultCase condition for the same reason. Once any set of lines are
    selected, the lineSelect block is considered completed and no more tests are made. This is important
    since otherwise we could bring forward too many lines.
-->
<hasValue>U13.19; ""</hasValue>
<!-- delivery service type -->
<hasValue>U13.20; ""</hasValue>
<!-- delivery service indicator -->
<hasValue>U14.28; ""</hasValue>
<!-- extension designation -->
<hasValue>U14.26; ""</hasValue>
<!-- building/construction -->
<isPopulated>U14.24</isPopulated>
<!-- street no or plot -->
<lineName lineNumber="010">BLDG-NO-DEP-THORO-LINE</lineName>
<lineName lineNumber="013">BLDG-NO-THORO-LINE</lineName>
<lineName lineNumber="016">BLDG-NO-DBL-DEP-LOC-LINE</lineName>
<lineName lineNumber="019">BLDG-NO-DEP-LOC-LINE</lineName>
<lineName lineNumber="022">BLDG-NO-POST-TOWN-LINE</lineName>
</lineSelect>
<lineSelect>
<!--
    Premise case 3: building name only
-->
<hasValue>U13.19; ""</hasValue>
<!-- delivery service type -->
<hasValue>U13.20; ""</hasValue>
<!-- delivery service indicator -->
<hasValue>U14.28; ""</hasValue>
<!-- extension designation -->
<isPopulated>U14.26</isPopulated>
<!-- building/construction -->
<hasValue>U14.24; ""</hasValue>
<!-- street no or plot -->
<hasResult>UK-BldgNameFormat1Test; Y</hasResult>
<lineName lineNumber="009">BLDG-NAME-DEP-THORO-LINE</lineName>
<lineName lineNumber="012">BLDG-NAME-THORO-LINE</lineName>
<lineName lineNumber="015">BLDG-NAME-DBL-DEP-LOC-LINE</lineName>
<lineName lineNumber="018">BLDG-NAME-LOC-LINE</lineName>
<lineName lineNumber="021">BLDG-NAME-POST-TOWN-LINE</lineName>

```



```

<hasValue>U13.19; ""</hasValue>
<!-- delivery service type -->
<hasValue>U13.20; ""</hasValue>
<!-- delivery service indicator -->
<hasValue>U14.28; ""</hasValue>
<!-- extension designation -->
<isPopulated>U14.26</isPopulated>
<!-- building/construction -->
<hasValue>U14.24; ""</hasValue>
<!-- street no or plot -->
<hasResult>UK-BldgNameFormat1Test; N</hasResult>
<lineName lineNumber="006">BLDG-NAME-LINE</lineName>
<lineName lineNumber="008">DEP-THORO-LINE</lineName>
<lineName lineNumber="011">THORO-LINE</lineName>
<lineName lineNumber="014">DBL-DEP-LOC-LINE</lineName>
<lineName lineNumber="017">DEP-LOC-LINE</lineName>
<lineName lineNumber="020">POST-TOWN-LINE</lineName>
</lineSelect>
<lineSelect>
<!--
Premise case 4: building name and building number
-->
<hasValue>U13.19; ""</hasValue>
<!-- delivery service type -->
<hasValue>U13.20; ""</hasValue>
<!-- delivery service indicator -->
<hasValue>U14.28; ""</hasValue>
<!-- extension designation -->
<isPopulated>U14.26</isPopulated>
<!-- building/construction -->
<isPopulated>U14.24</isPopulated>
<!-- street no or plot -->
<lineName lineNumber="006">BLDG-NAME-LINE</lineName>
<lineName lineNumber="010">BLDG-NO-DEP-THORO-LINE</lineName>
<lineName lineNumber="013">BLDG-NO-THORO-LINE</lineName>
<lineName lineNumber="016">BLDG-NO-DBL-DEP-LOC-LINE</lineName>
<lineName lineNumber="019">BLDG-NO-DEP-LOC-LINE</lineName>
<lineName lineNumber="022">BLDG-NO-POST-TOWN-LINE</lineName>
</lineSelect>
<lineSelect>
<!--
Premise case 5: sub-building name and building number
-->
<hasValue>U13.19; ""</hasValue>
<!-- delivery service type -->
<hasValue>U13.20; ""</hasValue>
<!-- delivery service indicator -->
<isPopulated>U14.28</isPopulated>
<!-- extension designation -->
<hasValue>U14.26; ""</hasValue>
<!-- building/construction -->
<isPopulated>U14.24</isPopulated>
<!-- street no or plot -->
<lineName lineNumber="005">SUB-BLDG-NAME-LINE</lineName>
<lineName lineNumber="010">BLDG-NO-DEP-THORO-LINE</lineName>
<lineName lineNumber="013">BLDG-NO-THORO-LINE</lineName>
<lineName lineNumber="016">BLDG-NO-DBL-DEP-LOC-LINE</lineName>
<lineName lineNumber="019">BLDG-NO-DEP-LOC-LINE</lineName>
<lineName lineNumber="022">BLDG-NO-POST-TOWN-LINE</lineName>
</lineSelect>
<lineSelect>
<!--
Premise case 6: sub-building name and building name
-->
<hasValue>U13.19; ""</hasValue>
<!-- delivery service type -->
<hasValue>U13.20; ""</hasValue>
<!-- delivery service indicator -->
<isPopulated>U14.28</isPopulated>
<!-- extension designation -->
<isPopulated>U14.26</isPopulated>
<!-- building/construction -->
<hasValue>U14.24; ""</hasValue>
<!-- street no or plot -->
<hasResult>UK-SubBldgNameFormat1Test; Y</hasResult>
<lineName lineNumber="007">SUB-BLDG-NAME-BLDG-NAME-LINE</lineName>
<lineName lineNumber="008">DEP-THORO-LINE</lineName>
<lineName lineNumber="011">THORO-LINE</lineName>
<lineName lineNumber="014">DBL-DEP-LOC-LINE</lineName>
<lineName lineNumber="017">DEP-LOC-LINE</lineName>
<lineName lineNumber="020">POST-TOWN-LINE</lineName>
<hasValue>U13.19; ""</hasValue>
<!-- delivery service type -->
<hasValue>U13.20; ""</hasValue>
<!-- delivery service indicator -->
<isPopulated>U14.28</isPopulated>
<!-- extension designation -->

```

```

<isPopulated>U14.26</isPopulated>
<!-- building/construction -->
<hasValue>U14.24; ""</hasValue>
<!-- street no or plot -->
<hasResult>UK-SubBldgNameFormat1Test; N</hasResult>
<hasResult>UK-BldgNameFormat1Test; Y</hasResult>
<lineName lineNumber="005">SUB-BLDG-NAME-LINE</lineName>
<lineName lineNumber="009">BLDG-NAME-DEP-THORO-LINE</lineName>
<lineName lineNumber="012">BLDG-NAME-THORO-LINE</lineName>
<lineName lineNumber="015">BLDG-NAME-DBL-DEP-LOC-LINE</lineName>
<lineName lineNumber="018">BLDG-NAME-DEP-LOC-LINE</lineName>
<lineName lineNumber="021">BLDG-NAME-POST-TOWN-LINE</lineName>
<hasValue>U13.19; ""</hasValue>
<!-- delivery service type -->
<hasValue>U13.20; ""</hasValue>
<!-- delivery service indicator -->
<isPopulated>U14.28</isPopulated>
<!-- extension designation -->
<isPopulated>U14.26</isPopulated>
<!-- building/construction -->
<hasValue>U14.24; ""</hasValue>
<!-- street no or plot -->
<hasResult>UK-SubBldgNameFormat1Test; N</hasResult>
<hasResult>UK-BldgNameFormat1Test; N</hasResult>
<lineName lineNumber="005">SUB-BLDG-NAME-LINE</lineName>
<lineName lineNumber="006">BLDG-NAME-LINE</lineName>
<lineName lineNumber="008">DEP-THORO-LINE</lineName>
<lineName lineNumber="011">THORO-LINE</lineName>
<lineName lineNumber="014">DBL-DEP-LOC-LINE</lineName>
<lineName lineNumber="017">DEP-LOC-LINE</lineName>
<lineName lineNumber="020">POST-TOWN-LINE</lineName>
</lineSelect>
<lineSelect>
<!--
Premise case 7: sub-building name, building name and building number
-->
<hasValue>U13.19; ""</hasValue>
<!-- delivery service type -->
<hasValue>U13.20; ""</hasValue>
<!-- delivery service indicator -->
<isPopulated>U14.28</isPopulated>
<!-- extension designation -->
<isPopulated>U14.26</isPopulated>
<!-- building/construction -->
<isPopulated>U14.24</isPopulated>
<!-- street no or plot -->
<hasResult>UK-SubBldgNameFormat1Test; Y</hasResult>
<lineName lineNumber="007">SUB-BLDG-NAME-BLDG-NAME-LINE</lineName>
<lineName lineNumber="010">BLDG-NO-DEP-THORO-LINE</lineName>
<lineName lineNumber="013">BLDG-NO-THORO-LINE</lineName>
<lineName lineNumber="016">BLDG-NO-DBL-DEP-LOC-LINE</lineName>
<lineName lineNumber="019">BLDG-NO-DEP-LOC-LINE</lineName>
<lineName lineNumber="022">BLDG-NO-POST-TOWN-LINE</lineName>
<hasValue>U13.19; ""</hasValue>
<!-- delivery service type -->
<hasValue>U13.20; ""</hasValue>
<!-- delivery service indicator -->
<isPopulated>U14.28</isPopulated>
<!-- extension designation -->
<isPopulated>U14.26</isPopulated>
<!-- building/construction -->
<isPopulated>U14.24</isPopulated>
<!-- street no or plot -->
<hasResult>UK-SubBldgNameFormat1Test; N</hasResult>
<lineName lineNumber="005">SUB-BLDG-NAME-LINE</lineName>
<lineName lineNumber="006">BLDG-NAME-LINE</lineName>
<lineName lineNumber="010">BLDG-NO-DEP-THORO-LINE</lineName>
<lineName lineNumber="013">BLDG-NO-THORO-LINE</lineName>
<lineName lineNumber="016">BLDG-NO-DBL-DEP-LOC-LINE</lineName>
<lineName lineNumber="019">BLDG-NO-DEP-LOC-LINE</lineName>
<lineName lineNumber="022">BLDG-NO-POST-TOWN-LINE</lineName>
</lineSelect>
<lineSelect>
<!--
The following line occurs for all cases except post office box addresses.
-->
<hasValue>U13.19; ""</hasValue>
<!-- delivery service type -->
<hasValue>U13.20; ""</hasValue>
<!-- delivery service indicator -->
<lineName lineNumber="024">COUNTY-LINE</lineName>
</lineSelect>
<lineSelect>
<!--
The following line occurs unconditionally.
-->
<lineName lineNumber="025">POSTCODE-LINE</lineName>

```

```

</lineSelect>
<!--
This stipulates that if the country is populated, then there will be a country line generated.
Actually the country line is needed for mail originating outside the country, and otherwise not wanted.
Since country is not populated on PAF, it will be necessary to populate it prior to invoking the PATDL
template for external mailings or portions of mailings.
-->
<lineSelect>
<isPopulated>U13.14</isPopulated>
<!-- country -->
<lineName lineNumber="026">COUNTRY-LINE</lineName>
</lineSelect>
</triggerConditions>
<!--
-->
<lineData>
<lineName lineNumber="001">NAME-LINE</lineName>
<lineComponent>
<componentId>NL</componentId>
<priority>001</priority>
<elementData>
<elementId>U10.05</elementId>
<elementDef>form of address</elementDef>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
<elementData>
<elementId>U10.06</elementId>
<elementDef>given name</elementDef>
<fldJustify>L</fldJustify>
</elementData>
<elementData>
<elementId>U10.08</elementId>
<elementDef>surname</elementDef>
<fldJustify>L</fldJustify>
</elementData>
<elementData>
<elementId>U10.10-3</elementId>
<elementDef>succeeding qualification</elementDef>
<fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="002">ORG-NAME-LINE</lineName>
<lineComponent>
<componentId>ONL</componentId>
<priority>023</priority>
<elementData>
<elementId>U11.00</elementId>
<elementDef>organisation name</elementDef>
<requiredIfSelected>Y</requiredIfSelected>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="002">REQ-ORG-NAME-LINE</lineName>
<lineComponent>
<componentId>REQONL</componentId>
<priority>023</priority>
<requiredIfSelected>Y</requiredIfSelected>
<elementData>
<elementId>U11.00</elementId>
<elementDef>organisation name</elementDef>
<requiredIfSelected>Y</requiredIfSelected>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="003">DPT-NAME-LINE</lineName>
<lineComponent>
<componentId>DNL</componentId>
<priority>024</priority>
<elementData>
<elementId>U11.02</elementId>
<elementDef>organisational unit</elementDef>
<requiredIfSelected>Y</requiredIfSelected>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
</lineData>

```

```

<lineName lineNumber="004">PO-BOX-LINE</lineName>
<lineComponent>
<componentId>PBL</componentId>
<priority>003</priority>
<elementData>
  <elementId>U13.19</elementId>
  <elementDef>delivery service type</elementDef>
  <elementDesc>post office box</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U13.20</elementId>
  <elementDef>delivery service indicator</elementDef>
  <elementDesc>post office box number</elementDesc>
  <fldJustify>L</fldJustify>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="005">SUB-BLDG-NAME-LINE</lineName>
<lineComponent>
<componentId>SBNL</componentId>
<priority>009</priority>
<elementData>
  <elementId>U14.28</elementId>
  <elementDef>extension designation</elementDef>
  <elementDesc>sub building name</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="006">BLDG-NAME-LINE</lineName>
<lineComponent>
<componentId>BNL</componentId>
<priority>008</priority>
<elementData>
  <elementId>U14.26</elementId>
  <elementDef>building/construction</elementDef>
  <elementDesc>building name</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="007">SUB-BLDG-NAME-BLDG-NAME-LINE</lineName>
<lineComponent>
<componentId>SBNBNL</componentId>
<priority>007</priority>
<elementData>
  <elementId>U14.28</elementId>
  <elementDef>extension designation</elementDef>
  <elementDesc>sub building name</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U14.26</elementId>
  <elementDef>building/construction</elementDef>
  <elementDesc>building name</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="008">DEP-THORO-LINE</lineName>
<lineComponent>
<componentId>DTL</componentId>
<priority>011</priority>
<elementData>
  <elementId>U14.36</elementId>
  <elementDef>secondary thoroughfare name</elementDef>
  <elementDesc>dependant thoroughfare name</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U14.37</elementId>
  <elementDef>secondary thoroughfare type</elementDef>
  <elementDesc>dependant thoroughfare descriptor</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>

```

```

</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="009">BLDG-NAME-DEP-THORO-LINE</lineName>
<lineComponent>
<componentId>BNDDL1</componentId>
<priority>015</priority>
<elementData>
<elementId>U14.26</elementId>
<elementDef>building/construction</elementDef>
<elementDesc>building name</elementDesc>
<migrationPrecedence>01</migrationPrecedence>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
<elementData>
<elementId>U14.36</elementId>
<elementDef>secondary thoroughfare name</elementDef>
<elementDesc>dependant thoroughfare name</elementDesc>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
<elementData>
<elementId>U14.37</elementId>
<elementDef>secondary thoroughfare type</elementDef>
<elementDesc>dependant thoroughfare descriptor</elementDesc>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="010">BLDG-NO-DEP-THORO-LINE</lineName>
<lineComponent>
<componentId>BNDDL2</componentId>
<priority>019</priority>
<elementData>
<elementId>U14.24</elementId>
<elementDef>street no or plot</elementDef>
<elementDesc>building number</elementDesc>
<migrationPrecedence>01</migrationPrecedence>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
<elementData>
<elementId>U14.36</elementId>
<elementDef>secondary thoroughfare name</elementDef>
<elementDesc>dependant thoroughfare name</elementDesc>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
<elementData>
<elementId>U14.37</elementId>
<elementDef>secondary thoroughfare type</elementDef>
<elementDesc>dependant thoroughfare descriptor</elementDesc>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="011">THORO-LINE</lineName>
<lineComponent>
<componentId>TL</componentId>
<priority>012</priority>
<elementData>
<elementId>U14.21</elementId>
<elementDef>thoroughfare name</elementDef>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
<elementData>
<elementId>U14.22</elementId>
<elementDef>thoroughfare type</elementDef>
<fldJustify>L</fldJustify>
<posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="012">BLDG-NAME-THORO-LINE</lineName>
<lineComponent>
<componentId>BNDDL1</componentId>
<priority>016</priority>
<elementData>
<elementId>U14.26</elementId>
<elementDef>building/construction</elementDef>

```

```

        <elementDesc>building name</elementDesc>
        <migrationPrecedence>02</migrationPrecedence>
        <fldJustify>L</fldJustify>
        <posStart>001</posStart>
    </elementData>
    <elementData>
        <elementId>U14.21</elementId>
        <elementDef>thoroughfare name</elementDef>
        <fldJustify>L</fldJustify>
        <posStart>001</posStart>
    </elementData>
    <elementData>
        <elementId>U14.22</elementId>
        <elementDef>thoroughfare type</elementDef>
        <fldJustify>L</fldJustify>
        <posStart>001</posStart>
    </elementData>
</lineComponent>
</lineData>
</lineData>
<lineData>
    <lineName lineNumber="013">BLDG-NO-THORO-LINE</lineName>
    <lineComponent>
        <componentId>BNTL2</componentId>
        <priority>020</priority>
        <elementData>
            <elementId>U14.24</elementId>
            <elementDef>street no or plot</elementDef>
            <elementDesc>building number</elementDesc>
            <migrationPrecedence>02</migrationPrecedence>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
        <elementData>
            <elementId>U14.21</elementId>
            <elementDef>thoroughfare name</elementDef>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
        <elementData>
            <elementId>U14.22</elementId>
            <elementDef>thoroughfare type</elementDef>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
    </lineComponent>
</lineData>
</lineData>
<lineData>
    <lineName lineNumber="014">DBL-DEP-LOC-LINE</lineName>
    <lineComponent>
        <componentId>DDL2</componentId>
        <priority>013</priority>
        <elementData>
            <elementId>U13.17</elementId>
            <elementDef>district</elementDef>
            <elementDesc>double dependant locality</elementDesc>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
    </lineComponent>
</lineData>
</lineData>
<lineData>
    <lineName lineNumber="015">BLDG-NAME-DBL-DEP-LOC-LINE</lineName>
    <lineComponent>
        <componentId>BNDDL1</componentId>
        <priority>017</priority>
        <elementData>
            <elementId>U14.26</elementId>
            <elementDef>building/construction</elementDef>
            <elementDesc>building name</elementDesc>
            <migrationPrecedence>03</migrationPrecedence>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
        <elementData>
            <elementId>U13.17</elementId>
            <elementDef>district</elementDef>
            <elementDesc>double dependant locality</elementDesc>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
    </lineComponent>
</lineData>
</lineData>
<lineData>
    <lineName lineNumber="016">BLDG-NO-DBL-DEP-LOC-LINE</lineName>
    <lineComponent>
        <componentId>BNDDL2</componentId>
        <priority>021</priority>

```

```

<elementData>
  <elementId>U14.24</elementId>
  <elementDef>street no or plot</elementDef>
  <elementDesc>building number</elementDesc>
  <migrationPrecedence>03</migrationPrecedence>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U13.17</elementId>
  <elementDef>district</elementDef>
  <elementDesc>double dependant locality</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="017">DEP-LOC-LINE</lineName>
<lineComponent>
<componentId>DLL</componentId>
<priority>014</priority>
<elementData>
  <elementId>U13.16</elementId>
  <elementDef>town</elementDef>
  <elementDesc>dependant locality</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
</lineData>
<lineData>
<lineName lineNumber="018">BLDG-NAME-DEP-LOC-LINE</lineName>
<lineComponent>
<componentId>BNDLL1</componentId>
<priority>018</priority>
<elementData>
  <elementId>U14.26</elementId>
  <elementDef>building/construction</elementDef>
  <elementDesc>building name</elementDesc>
  <migrationPrecedence>04</migrationPrecedence>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U13.16</elementId>
  <elementDef>town</elementDef>
  <elementDesc>dependant locality</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
</lineData>
<lineData>
<lineName lineNumber="019">BLDG-NO-DEP-LOC-LINE</lineName>
<lineComponent>
<componentId>BNDLL2</componentId>
<priority>022</priority>
<elementData>
  <elementId>U14.24</elementId>
  <elementDef>street no or plot</elementDef>
  <elementDesc>building number</elementDesc>
  <migrationPrecedence>04</migrationPrecedence>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
<elementData>
  <elementId>U13.16</elementId>
  <elementDef>town</elementDef>
  <elementDesc>dependant locality</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
</lineData>
<lineData>
<lineName lineNumber="020">POST-TOWN-LINE</lineName>
<lineComponent>
<componentId>PTL</componentId>
<priority>006</priority>
<elementData>
  <elementId>U13.34</elementId>
  <elementDef>proximate town</elementDef>
  <elementDesc>post town</elementDesc>
  <fldJustify>L</fldJustify>
  <posStart>001</posStart>
</elementData>

```

```

</lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="021">BLDG-NAME-POST-TOWN-LINE</lineName>
  <lineComponent>
    <componentId>PTL</componentId>
    <priority>005</priority>
    <elementData>
      <elementId>U14.26</elementId>
      <elementDef>building/construction</elementDef>
      <elementDesc>building name</elementDesc>
      <migrationPrecedence>05</migrationPrecedence>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
    <elementData>
      <elementId>U13.34</elementId>
      <elementDef>proximate town</elementDef>
      <elementDesc>post town</elementDesc>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="022">BLDG-NO-POST-TOWN-LINE</lineName>
  <lineComponent>
    <componentId>PTL</componentId>
    <priority>004</priority>
    <elementData>
      <elementId>U14.24</elementId>
      <elementDef>street no or plot</elementDef>
      <elementDesc>building number</elementDesc>
      <migrationPrecedence>05</migrationPrecedence>
      <fldJustify>L</fldJustify>
      <posStart>003</posStart>
    </elementData>
    <elementData>
      <elementId>U13.34</elementId>
      <elementDef>proximate town</elementDef>
      <elementDesc>post town</elementDesc>
      <fldJustify>L</fldJustify>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="023">COUNTY-LINE</lineName>
  <lineComponent>
    <componentId>PL</componentId>
    <priority>025</priority>
    <elementData>
      <elementId>U13.15</elementId>
      <elementDef>region</elementDef>
      <elementDesc>county</elementDesc>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="024">POSTCODE-LINE</lineName>
  <lineComponent>
    <componentId>PL</componentId>
    <priority>002</priority>
    <elementData>
      <!--
      It is assumed that the spacing within the postcode is included in the PAF file. Otherwise sub-
      types should be defined for the parts of the UK postcode and the proper spacing may require use of
      rendition operators.
      -->
      <elementId>U13.13</elementId>
      <elementDef>postcode</elementDef>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>
  </lineComponent>
</lineData>
<lineData>
  <lineName lineNumber="025">COUNTRY-LINE</lineName>
  <lineComponent>
    <componentId>CL</componentId>
    <priority>005</priority>
    <elementData>
      <elementId>U13.14</elementId>
      <elementDef>country</elementDef>
      <fldJustify>L</fldJustify>
      <posStart>001</posStart>
    </elementData>

```



## S42-3

```
</lineComponent>  
</lineData>  
</contentDefinition>  
</patdl22.xml>
```

## C.8B.11 United States of America

### C.8.1B.11.1 General information

The minimum number of address lines for a valid USPS address mailed within the United States is three lines. If this same address is mailed from outside the United States the minimum number of lines would be four (this additional line would contain the country element). In addition to these required lines are address lines that further describe the intended recipient or are used by an organisation to determine the internal path of delivery after the USPS has delivered the mail to the organisation. Also there may be an Optional Endorsement Line (OEL), a Key Line, a POSTNET Address Block Barcode line and a PLANET Code barcode line. For the purpose of this document, however the focus will be on the address lines supported by address elements maintained on the USPS Address Management System database and on the components commonly seen and required to direct the mail to an individual or organisation. Additional information required for bulk mailing discounts (this would include OEL, Key Line and the POSTNET Address Block Barcode line) and information on the use of the PLANET Code barcode line can be found in the Domestic Mail Manual at <http://pe.usps.gov/>. At the same URL you can read additional information and details on addressing standards in the publication Postal Addressing Standards.

The most significant address lines for the USPS are the lines at the bottom of the address block. These lines are read by automation equipment to sort the mail to the Delivery Point Location.

This chapter will describe the templates for US “street addresses”, “PO Box addresses” and “Rural Route addresses”. The “Rural Route addresses” template is also used to describe military addresses. The template selection is determined by either the contents of the Town, Thoroughfare or by inspecting the Delivery Service Type (see details in section C.x.3).

The templates for US Postal Service addresses are identical except for the formatting of the Delivery Point Location. This line varies in each of the templates.

### C.8.2B.11.2 Address template in Natural Language Notation

[ \ (12.33 supplementary despatch data) {L} \ ]

<

< [ \ [10.04 addressee role descriptor {precedence1}] [10.05 form of address] [40.06/410.06-1 given name part 1] [40.06/210.06-2 given name part 2] [40.06/310.06-3 given name part 3] [10.08 surname] [10.09 name qualifier] [10.10 qualification] {L} \ ]

[ \ [10.04 addressee role descriptor {precedence2}] (10.03 function) {L} \ ]

[ \ [11.11 mailee role descriptor {precedence1}] [11.05 form of address] [44.06/411.06-1 given name part 1] [44.06/211.06-2 given name part 2] [44.06/311.06-3 given name part 3] [11.08 surname] [11.09 name qualifier] [11.10 qualification] {L} \ ]

[ \ [11.11 mailee role descriptor {precedence2}] (11.03 function) {L} \ ]

[ \ [11.11 mailee role descriptor {precedence3}] (44.02/211.02-2 succeeding organisational unit) {L} \ ]

[ \ [11.11 mailee role descriptor {precedence4}] (44.00/211.00-2 succeeding organisation name) [11.01/-2 succeeding organisation legal status] {L} \ ] >

< [ \ (10.00 organisation name) [10.01 organisation legal status] {L} \ ]

[ \ [10.04 addressee role descriptor] (10.02 organisational unit) {L} \ ] >

>

## S42-3

[ \ (13.17 district) {L} \ ]

<

< \ (14.21 thoroughfare name) [13.19 delivery service type] [13.20 delivery service indicator] {L} \ >

< \ (13.19 delivery service type) (13.20 delivery service indicator) {L} \ >

< \ (14.24 street number or plot) [14.23/14.23-1 preceding thoroughfare qualifier] (14.21 thoroughfare name) [14.22 thoroughfare type] [14.23/14.23-2 succeeding thoroughfare qualifier] [14.31/14.31-1 secondary unitdoor type] [14.31/14.31-2 secondary unitdoor identifier indicator] {L} \ >

>

[ \ (13.16 town) (13.15 region) (13.13/13.13-1 primary postcode) [13.13/13.13-2 secondary postcode] {L} \ ]

[ \ (13.14 country) {L} \ ]

*NOTE 1: First choice block, first condition is to test whether any of the name fields after 10.04 are present, or 10.03 is present. None of the name fields except 10.03 are mandatory if selected since forms of address such as "Occupant" use only 10.05, and other names do not include a form of address.*

*NOTE 2: First choice block, second condition is to test if 10.00 or 10.02 are present.*

*NOTE 3: Second choice block, first condition is to test if the town has a military designator of "APO" or "FPO" or if the address meets the conditions of the "RuralRouteTypeTest" rendition instruction.*

*NOTE 4: Second choice block, second condition is to test whether 13.19 and 13.20 are present.*

*NOTE 5: Second choice block, third option is handled as a default case.*

### C.8.4B.11.3 Representation rules

- 1 Only lines that contain information will be printed. If the optional lines are not used there will be no extra space between the lines.
- 2 The last line on incoming international mail should always contain the country.
- 3 It is preferred that two spaces occur between \region\ and \postcode part 1\. There are two parts of the postcode. If the main part of the postcode (\postcode part 1\ ) is present and the postcode addendum (\postcode part 2\ ) is present they are separated by a hyphen between the two elements.
- 4 If the components cannot be fitted into the prescribed length of a specific address line, abbreviation instructions shall be applied. Instructions for these can be found in the publication Postal Addressing Standards at <http://pe.usps.gov/>. It is permissible to roll [door type] and [door indicator] up to the line above if after abbreviations it still does not fit into the prescribed length of the line.
- 5 In rural route addresses the delivery service qualifier is always "BOX".

- 6 In Postal Addressing Standards it is documented that the maximum number of characters per line read by the MLOCR (Multi-Line Optical Character Reader) automation equipment is 40 characters.
- 7 A sans serif font of 10 to 12 points is recommended.

#### C.8.5B.11.4 Address examples

*Example 1:*

*Formatted address*  
 DR RENE RUSSO  
 39110 BUD CT  
 FREMONT CA 94538-1120

*Address elements*  
 10.05 DR  
~~10.06/1~~10.06-1 RENE  
 10.08 RUSSO  
 14.24 39110  
 14.21 BUD  
 14.22 CT  
 13.16 FREMONT  
 13.15 CA  
~~13.13/1~~13.13-1 94538  
~~13.13/2~~13.13-2 1120

*Example 2:*

*Formatted address*  
 CHARLES G. GRISSOM  
 MANAGER OF EDUCATION  
 MISSIONARY TRAINING CENTER  
 2005 N 900 E  
 PROVO UT 86404-1763

*Address elements*  
~~10.06/1~~10.06-1 CHARLES  
~~10.06/2~~10.06-2 G.  
 10.08 GRISSOM  
 10.03 MANAGER OF EDUCATION  
 10.00 MISSIONARY TRAINING CENTER  
 14.24 2005  
~~14.23/1~~14.23-1 N  
 14.21 900  
~~14.23/2~~14.23-2 E  
 13.16 PROVO  
 13.15 UT  
~~13.13/1~~13.13-1 86404  
~~13.13/2~~13.13-2 1763

*Example 3:*

*Formatted address*  
 CECIL BOB DEMILLE  
 PRODUCER  
 COLUMBIA PICTURES  
 2800 N LOS FELICES CIR E UNIT C100  
 PALM SPRINGS CA 92260-3002

*Address elements*  
~~10.06/1~~10.06-1 CECIL  
~~10.06/2~~10.06-2 BOB  
 10.08 DEMILLE  
 10.03 PRODUCER  
 11.00 COLUMBIA PICTURES  
 14.24 2800  
~~14.23/1~~14.23-1 N  
 14.21 LOS FELICES  
 14.22 CIR  
~~14.23/2~~14.23-2 E  
~~14.31/1~~14.31-1 UNIT  
~~14.31/2~~14.31-2 C100  
 13.16 PALM SPRINGS  
 13.15 CA  
~~13.13/1~~13.13-1 92260  
~~13.13/2~~13.13-2 3002

*Example 4:*

*Formatted address*  
 DEREK DEAVERS  
 362 C A LORD BLVD  
 POTTSVILLE PA 17901-3884

*Address elements*  
 10.06 DEREK  
 10.08 DEAVERS  
 14.24 362  
 14.21 C A LORD  
 14.22 BLVD  
 13.16 POTTSVILLE  
 13.15 PA  
~~13.13/1~~13.13-1 17901

**S42-3**

Example 5:

*Formatted address*

MS. PRISCILLA PRUNELY  
PO BOX 624A  
PROVO UT 84604-9658

~~43.13/2~~13.13-2 3884

*Address elements*

10.05 MS.  
10.06 PRISCILLA  
10.08 PRUNELY  
13.19 PO BOX  
13.20 624A  
13.16 PROVO  
13.15 UT  
~~43.13/1~~13.13-1 84604  
~~43.13/2~~13.13-2 9658

Example 6:

*Formatted address*

MR. ELVIS CORNWALLIS  
PO BOX 54  
HEAD OF GRASS KY 41135-9701

*Address elements*

10.05 MR.  
10.06 ELVIS  
10.08 CORNWALLIS  
13.19 PO BOX  
13.20 54  
13.16 HEAD OF GRASS  
13.15 KY  
~~43.13/1~~13.13-1 41135  
~~43.13/2~~13.13-2 9701

Example 7:

*Formatted address*

CAROL CAIN  
DIRECTOR  
MONROE CLINIC  
PO BOX 1083  
NEWARK CA 94560-1083

*Address elements*

10.06 CAROL  
10.08 CAIN  
10.03 DIRECTOR  
10.00 MONROE CLINIC  
13.19 PO BOX  
13.20 1083  
13.16 NEWARK  
13.15 CA  
~~43.13/1~~13.13-1 94560  
~~43.13/2~~13.13-2 1083

Example 8:

*Formatted address*

P J HOFFMAN  
HC 1 BOX 9  
BANNING CA 92220-9702

*Address elements*

~~40.06/1~~10.06-1 P  
~~40.06/2~~10.06-2 J  
10.08 HOFFMAN  
14.21 HC 1  
13.19 BOX  
13.20 9  
13.16 BANNING  
13.15 CA  
~~43.13/1~~13.13-1 92220  
~~43.13/2~~13.13-2 9702

Example 9:

*Formatted address*

PFC TIM CONNORS  
PSC 2 BOX 339  
APO AA 34002-0339

*Address elements*

10.05 PFC  
10.06 TIM  
10.08 CONNORS  
14.21 PSC 2  
13.19 BOX  
13.20 339  
13.16 APO  
13.15 AA  
~~43.13/1~~13.13-1 34002  
~~43.13/2~~13.13-2 0339

Example 10:

<i>Formatted address</i>	<i>Address elements</i>
COUNTY TAZEWELL	10.06 COUNTY
RR 1 BOX 36	10.08 TAZEWELL
WASHINGTON IL 61571-9602	14.21 RR 1
	13.19 BOX
	13.20 36
	13.16 WASHINGTON
	13.15 IL
	<del>13.13/1</del> 13.13-1 61571
	<del>13.13/2</del> 13.13-2 9602

### C.8.6B.11.5 Mapping national elements to standard elements

<b>Standard Elements</b>	<b>National Elements</b>
Organisation unit	Department
Organisation name	Firm name
Street no or plot	Primary address number or House number (may contain alphas)
Preceding thoroughfare qualifier	Pre-directional (see section C.x.8)
Thoroughfare	Street name
Thoroughfare type	Street suffix
Succeeding thoroughfare qualifier	Post-directional (see section C.x.8)
Door type	Secondary address identifier (see section C.x.7)
Door indicator	Secondary address number (may contain alphas)
District	Urbanization
Town	City name
Region	State
Primary postcode	ZIP code
Secondary postcode	ZIP code add-on

### C.8.7B.11.6 Door types and approved abbreviations

<b>Description</b>	<b>Approved abbreviation</b>
Apartment	APT
Basement	BSMT **
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

## S42-3

Description	Approved abbreviation
Stop	STOP
Suite	STE
Trailer	TRLR
Unit	UNIT
Unable to determine (blank)	#
Upper	UPPR **

\*\* Does not require a door indicator to follow

### C.8.8B.11.7 Preceding and succeeding thoroughfare qualifiers and approved abbreviations

Direction	Approved abbreviation
North	N
South	S
East	E
West	W
North East	NE
South East	SE
North West	NW
South West	SW

### B.11.8 Rendition instructions

#### “US-RuralRouteTypeTest” rendition instruction

For each address:

If “street no or plot” populated then it is not a rural route address (result = N)

If “thoroughfare type” is populated then it is not a rural route address (result = N).

If “thoroughfare name” starts with ‘HC’ or ‘RR’

If there is another non-blank character in the “thoroughfare name”

If the next non-blank character is from 0 through 9

It is a rural route address (result = Y).

Otherwise it is not a rural route address (result = N).

This works for all known USPS database addresses. It handles “false friends” like “30A RR 7” which has “RR 7” in the street name, definitely the syntax of a rural route, but is listed in the database as a street address record type, which means that “30A” is a primary number rather than a box number. It correctly rejects “RR Norris Ave”, which could be problematic.

Here are some sample cases:

RR 1 Box 4	Rural Route
RR 1	Rural Route
HC 12 Box 7	Rural Route (Highway Contract)
12 Main St	Not a rural route (typical “street” address)
RR Norris Ave	Not a rural route (RR Norris may be a street named after a person)

30A RR 7	Not a rural route (has a "street no or plot")
RR Ave	Not a rural route (has a "thoroughfare type")
RR 153A	Rural Route
RR	Not a rural route (lacking a route number and invalid)
HC 12 BRM	Rural Route
142 HC 12 Ave Box 49	Not a rural route

### C.8.9 Address template in PATDL

```

<?xml version="1.0" encoding="UTF-8"?>
<!--
  This is the PATDL USPS template representing the street address, postal box, and rural route formats
  using UPU codes and rendition instructions. Military addresses follow the rural route pattern.
  Preceding thoroughfare types such as "Avenida" are carried in the USPS data base together with the
  thoroughfare name, while succeeding thoroughfare types such as "Avenue" are kept in a separate field.
  The template has been validated using the Postal Address Template Description Language (PATDL) v. 2.2
  W3C schema.
  The file name is UPU-US-PATDL.V.2.2.xml.
-->
<patdl22.xml xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:noNamespaceSchemaLocation="PATDL.v.2.2.xsd">
  <!-- -->
  <identifier>
    <referenceKey>UPU-US</referenceKey>
    <elementIdentifier>
      <type>code</type>
      <prefix>U</prefix>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </elementIdentifier>
    <elementDefiner>
      <type>descriptive</type>
      <language>English</language>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*code</source>
    </elementDefiner>
    <elementDescriptor>
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      <language>English</language>
      <system>USPS</system>
      <version/>
      <source/>
    </elementDescriptor>
    <renditionInstruction>
      <type>mnemonic</type>
      <language>English</language>
      <system>UPU</system>
      <version>S42-4</version>
      <source>POST*Code</source>
    </renditionInstruction>
    <defaultDelimiter>' '</defaultDelimiter>
    <defaultSeparator>'; '</defaultSeparator>
    <defaultSequencer>','</defaultSequencer>
    <defaultCollector>'-'</defaultCollector>
  </identifier>
  <contentDefinition>
    <templateName/>
    <templateIdentifier>
      <templateType>ADR</templateType>
      <countryCode>US</countryCode>
      <userId>UPU</userId>
      <templateSeqNum>001</templateSeqNum>
    </templateIdentifier>
    <userPreferences>
      <characterSet>UNICODE</characterSet>
      <qualityThreshold/>
    </userPreferences>
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      </lineSelect>
      <lineSelect>
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```



```

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<lineName lineNumber="003">TITLE-LINE</lineName>
<lineName lineNumber="004">MAILEE-NAME-LINE</lineName>
<lineName lineNumber="005">MAILEE-TITLE-LINE</lineName>
<lineName lineNumber="006">MAILEE-ORG-UNIT-LINE</lineName>
<lineName lineNumber="007">MAILEE-ORG-LINE</lineName>
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</lineSelect>
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<hasValue>U13.19; U13.20</hasValue>
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```

```

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```

```

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    <elementData>
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        <elementDef>door indicator</elementDef>
        <elementDesc>secondary unit identifier</elementDesc>
        <fldJustify>L</fldJustify>
    </elementData>
</lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="009">PO-BOX-LINE</lineName>
    <lineComponent>
        <componentId>PB</componentId>
        <priority>003</priority>
        <requiredIfSelected>Y</requiredIfSelected>
        <elementData>
            <elementId>U13.19</elementId>
            <elementDef>delivery service type</elementDef>
            <elementDesc>post office box type</elementDesc>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
        <elementData>
            <elementId>U13.20</elementId>
            <elementDef>delivery service indicator</elementDef>
            <elementDesc>post office box indicator</elementDesc>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="009">RURAL-ROUTE-LINE</lineName>
    <lineComponent>
        <componentId>RT</componentId>
        <priority>003</priority>
        <requiredIfSelected>Y</requiredIfSelected>
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            <elementDesc>rural route name</elementDesc>
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            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
        <elementData>
            <elementId>U13.19</elementId>
            <elementDef>delivery service type</elementDef>
            <elementDesc>box type</elementDesc>
            <fldJustify>L</fldJustify>
        </elementData>
        <elementData>
            <elementId>U13.20</elementId>
            <elementDef>delivery service indicator</elementDef>
            <elementDesc>box indicator</elementDesc>
            <fldJustify>L</fldJustify>
        </elementData>
    </lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="010">CITY-STATE-ZIP-LINE</lineName>
    <lineComponent>
        <componentId>LL</componentId>
        <priority>002</priority>
        <requiredIfSelected>Y</requiredIfSelected>
        <elementData>
            <elementId>U13.16</elementId>
            <elementDef>town</elementDef>
            <elementDesc>city</elementDesc>
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            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
        <elementData>
            <elementId>U13.15</elementId>
            <elementDef>region</elementDef>
            <elementDesc>state abbreviation</elementDesc>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
        </elementData>
    <renditionOperator>
        <operatorId>CONCAT</operatorId>
    </renditionOperator>

```

```

        <fldJustify>L</fldJustify>
        <fldText>' '</fldText>
    </renditionOperator>
    <elementData>
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        <elementDef>primary postcode</elementDef>
        <elementDesc>zip code</elementDesc>
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        <fldJustify>L</fldJustify>
    </elementData>
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        <fldJustify>L</fldJustify>
        <fldText>'-'</fldText>
    </renditionOperator>
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        <elementDef>secondary postcode</elementDef>
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        <fldJustify>L</fldJustify>
    </elementData>
</lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="011">COUNTRY-LINE</lineName>
    <lineComponent>
        <componentId>CO</componentId>
        <priority>004</priority>
        <elementData>
            <elementId>U13.14</elementId>
            <elementDef>country</elementDef>
            <elementDesc>country name</elementDesc>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
    </lineComponent>
</lineData>
</contentDefinition>
</patdl22.xml>

```

**C.9B.12 Venezuela****C.9.1B.12.1 General information****C.9.2B.12.2 Address template in Natural Language Notation**

[ [10.05 form of address] [10.10 qualification] / ]

[ [10.06 given name] (10.08 surname) [10.09 name qualifier] {L} \ ]

[ (10.03 function) {L} \ ]

[ (11.00 organisation name) [11.01 organisation legal status] {L} \ ]

[ (11.02 organisational unit) {L} \ ]

[ (10.00 organisation name) [10.01 organisation legal status] {L} \ ]

[ (10.02 organisational unit) {L} \ ]

<

< ( \ (13.19 delivery service type) (13.20 delivery service indicator) {L} \ )

( \ (14.32 supplementary DP data) {L} \ ) >

< ( \ (13.19 delivery service type) (13.20 delivery service indicator) {L} \ )

( \ (13.16 town) {L} \ ) >

< [ [14.24 street no or plot] [14.22 thoroughfare type] [14.21 thoroughfare name] [14.37 secondary thoroughfare type] [14.36 secondary thoroughfare name] {L} \ ]

[ (14.32 supplementary DP data) {L} \ ]

[ (14.27 building/construction type) {L} ]

[ (14.26 building/construction) {L} \ ]

[ [14.29 wing] [14.30 floor] [14.31 door] {L} \ ]

[ (13.17 district) {L} \ ] >

<[ (13.17 district) {L} \ ]

[ [14.24 street no or plot] [14.22 thoroughfare type] [14.21 thoroughfare name] [14.37 secondary thoroughfare type] [14.36 secondary thoroughfare name] {L} \ ]

[ (14.32 supplementary DP data) {L} \ ]

[ (14.27 building/construction type) {L} \ ]

---

[ \ (14.26 building/construction){L} \ ]

[ [14.29 wing] [14.30 floor] [14.31 door] {L} \ ]

[ \ (13.17 district) {L} \ ] >

>

( \ (13.16 town) (13.13 postcode) [13.15 region] {L} \ )

[ \ (13.14 country) {L} \ ]

*NOTE 1: Test for first choice block, first condition is (13.19 = "APARTADO") and (14.32)*

*NOTE 2: Test for first choice block, second condition is (13.19 = "APARTADO") and not (14.32)*

*NOTE 3: Test for first choice block, third condition is (VE-UrbanPattern ="Y")*

*NOTE 4: Test for first choice block, fourth condition is handled as a default case*

*NOTE 5: Element 13.16 may occur twice in the address*



**C.9.5B.12.3 Address examples***Example 1:**Formatted address*

EÑOR EDGAR MENDOZA  
 URBANIZACIÓN LA ESTANCIA  
 CALLE 32  
 EDIFICIO MACUTO ENTRADA B  
 PISO 2 APARTAMENTO No 7  
 BARQUISIMETO 3001 ESTADO LARA

*Address elements*

10.05 SEÑOR  
 10.06 EDGAR  
 10.08 MENDOZA  
 13.17 URBANIZACIÓN LA ESTANCIA  
 14.22 CALLE  
 14.21 32  
 14.26 EDIFICIO MACUTO  
 14.29 ENTRADA B  
 14.30 PISO 2  
 14.31 APARTAMENTO No 7  
 13.16 BARQUISIMETO  
 13.13 3001  
 13.15 ESTADO LARA

*Example 2:**Formatted address*

SEÑOR JOSE PEREZ  
 AV. FUERZAS ARMADAS  
 TORRE SAN JOSE ENTRADA B  
 PISO 5 APARTAMENTO 20  
 CARACAS 1010 DISTRITO CAPITAL

*Address elements*

10.05 SEÑOR  
 10.06 JOSE  
 10.08 PEREZ  
 14.22 AV.  
 14.21 FUERZAS ARMADAS  
 14.26 TORRE SAN JOSE  
 14.29 ENTRADA B  
 14.30 PISO 5  
 14.31 APARTAMENTO 20  
 13.16 CARACAS  
 13.13 1010  
 13.15 DISTRITO CAPITAL

*Example 3:**Formatted address*

SEÑOR RAFAEL DAVILA  
 URBANIZACIÓN EL CASTAÑO  
 MANZANA 23  
 CASA No 7  
 MARACAY 2101 ESTADO ARAGUA

*Address elements*

10.05 SEÑOR  
 10.06 RAFAEL  
 10.08 DAVILA  
 13.17 URBANIZACIÓN EL CASTAÑO  
 14.22 MANZANA  
 14.21 23  
 14.26 CASA No 7  
 13.16 MARACAY  
 13.13 2101  
 13.15 ESTADO ARAGUA

*Example 4:**Formatted address*

LICENCIADA  
 JOSELINE ESCALANTE  
 DIRECTORA DE ADMINISTRACIÓN  
 EMPRESAS POLAR  
 APARTADO POSTAL No 20532  
 CORO  
 CORO 4101-A ESTADO FALCÓN

*Address elements*

10.10 LICENCIADA  
 10.06 JOSELINE  
 10.08 ESCALANTE  
 10.03 DIRECTORA DE ADMINISTRACIÓN  
 11.00 EMPRESAS POLAR  
 13.19 APARTADO POSTAL No  
 13.20 20532  
 14.32 CORO  
 13.16 CORO  
 13.13 4101-A  
 13.15 ESTADO FALCÓN

## Example 5:

Formatted address	Address elements
PRESIDENTE	10.03 PRESIDENTE
BANCO INDUSTRIAL DE VENEZUELA	11.00 BANCO INDUSTRIAL DE VENEZUELA
APARTADO POSTAL No 3570	13.19 APARTADO POSTAL No
CARMELITAS	13.20 3570
CARACAS 1010-A DISTRITO CAPITAL	14.32 CARMELITAS
	13.16 CARACAS
	13.13 1010-A
	13.15 DISTRITO CAPITAL

## Example 6:

Formatted address	Address elements
DIRECTOR	10.03 DIRECTOR
CLINICA AVILA	11.00 CLINICA AVILA
APARTADO POSTAL No 68280	13.19 APARTADO POSTAL No
ALTAMIRA	13.20 68280
CARACAS 1062-A DISTRITO CAPITAL	14.32 ALTAMIRA
	13.16 CARACAS
	13.13 1062-A
	13.15 DISTRITO CAPITAL

## Example 7:

Formatted address	Address elements
SEÑOR CARLOS QUINTERO	10.05 SEÑOR
APARTADO POSTAL No 5500	10.06 CARLOS
CARMELITAS	10.08 QUINTERO
CARACAS 1010-A DISTRITO CAPITAL	13.19 APARTADO POSTAL No
	13.20 5500
	14.32 CARMELITAS
	13.16 CARACAS
	13.13 1010-A
	13.15 DISTRITO CAPITAL

**C.9.4B.12.4 Rendition instructions****“VE-UrbanPattern” rendition instruction**

For each address:

If (13.16 town) = “Caracas” or “Maracaibo”

Result = “Y”

Else Result = “N”

This rendition instruction is used to determine the positioning of the district (13.17), which is locally known as an urbanisation.

For Caracas and Maracaibo the urbanization generally appears just prior to the postcode line whereas for other localities it generally appears just after the addressee/mailee information.

**C.9.7B.12.5 Address template in PATDL**

```
<!--
  This is the PATDL version of the address template for Venezuela using UPU codes and rendition
  instructions. It has been validated using the Postal Address Template Description Language (PATDL) v.
  2.2 W3C schema.
  The file name is UPU-VE-PATDL.v.2.2.xml.
-->
<patdl22.xml xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:noNamespaceSchemaLocation="PATDL.v.2.2.xsd">
  <!-- -->
  <identifier>
    <referenceKey>UPU-VE</referenceKey>
```

```

<elementIdentifier>
  <type>code</type>
  <prefix>U</prefix>
  <system>UPU</system>
  <version>S42-4</version>
  <source>POST*Code</source>
</elementIdentifier>
<elementDefiner>
  <type>descriptive</type>
  <language>English</language>
  <system>UPU</system>
  <version>S42-4</version>
  <source>POST*Code</source>
</elementDefiner>
<elementDescriptor>
  <type/>
  <language/>
  <system/>
  <version/>
  <source/>
</elementDescriptor>
<renditionInstruction>
  <type>mnemonic</type>
  <language>English</language>
  <system>UPU</system>
  <version>S42-4</version>
  <source>POST*Code</source>
</renditionInstruction>
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<defaultSeparator>'; '</defaultSeparator>
<defaultSequencer>', '</defaultSequencer>
<defaultCollector>'-'</defaultCollector>
</identifier>
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  <templateIdentifier>
    <templateType>ADR</templateType>
    <countryCode>VE</countryCode>
    <userId>UPU</userId>
    <templateSeqNum>001</templateSeqNum>
  </templateIdentifier>
  <userPreferences>
    <characterSet>UNICODE</characterSet>
    <qualityThreshold/>
  </userPreferences>
  <triggerConditions>
    <lineSelect>
      <lineName lineNumber="001">SALUTATION-LINE</lineName>
      <lineName lineNumber="002">NAME-LINE</lineName>
      <lineName lineNumber="003">TITLE-LINE</lineName>
      <lineName lineNumber="004">MAILEE-ORG-LINE</lineName>
      <lineName lineNumber="005">MAILEE-ORG-UNIT-LINE</lineName>
      <lineName lineNumber="006">ADDRESSEE-ORG-LINE</lineName>
      <lineName lineNumber="007">ADDRESSEE-ORG-UNIT-LINE</lineName>
    </lineSelect>
    <lineSelect>
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      <isPopulated>U14.32</isPopulated>
      <lineName lineNumber="008">PO-BOX-LINE</lineName>
      <lineName lineNumber="009">SUPPLEMENTARY-LINE</lineName>
      <hasValue>U13.19;"APARTADO"</hasValue>
      <isNotPopulated>U14.32</isNotPopulated>
      <lineName lineNumber="008">PO-BOX-LINE</lineName>
      <lineName lineNumber="009">TOWN-LINE</lineName>
      <hasResult>VE-UrbanPattern; "Y"</hasResult>
      <lineName lineNumber="009">STREET-ADDRESS-LINE</lineName>
      <lineName lineNumber="010">SUPPLEMENTARY-LINE</lineName>
      <lineName lineNumber="011">BUILDING-TYPE-LINE</lineName>
      <lineName lineNumber="012">BUILDING-LINE</lineName>
      <lineName lineNumber="013">BUILDING-DETAIL-LINE</lineName>
      <lineName lineNumber="014">DISTRICT-LINE</lineName>
      <defaultCase/>
      <lineName lineNumber="008">DISTRICT-LINE</lineName>
      <lineName lineNumber="009">STREET-ADDRESS-LINE</lineName>
      <lineName lineNumber="010">SUPPLEMENTARY-LINE</lineName>
      <lineName lineNumber="011">BUILDING-TYPE-LINE</lineName>
      <lineName lineNumber="012">BUILDING-LINE</lineName>
      <lineName lineNumber="013">BUILDING-DETAIL-LINE</lineName>
    </lineSelect>
    <lineSelect>
      <lineName lineNumber="015">POSTCODE-LINE</lineName>
      <lineName lineNumber="016">COUNTRY-LINE</lineName>
    </lineSelect>
  </triggerConditions>
  <lineData>
    <lineName lineNumber="001">SALUTATION-LINE</lineName>
    <lineComponent>

```

```

<componentId>FA</componentId>
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</elementData>
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  <elementDef>qualification</elementDef>
  <elementDesc/>
  <fldJustify>L</fldJustify>
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</lineData>
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<lineComponent>
<componentId>NAM</componentId>
<priority>002</priority>
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  <elementDesc/>
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  <fldJustify>L</fldJustify>
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</elementData>
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</lineData>
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<lineComponent>
<componentId>M-ORGU</componentId>
<priority>005</priority>
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  <elementDef>organisational unit</elementDef>

```

```

        <elementDesc/>
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        <fldJustify>L</fldJustify>
        <posStart>001</posStart>
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</lineData>
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<componentId>A-ORG</componentId>
<priority>006</priority>
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    <elementId>U10.00</elementId>
    <elementDef>organisation name</elementDef>
    <elementDesc/>
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    <fldJustify>L</fldJustify>
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    <elementDef>legal status</elementDef>
    <elementDesc/>
    <fldJustify>L</fldJustify>
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<priority>008</priority>
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    <fldJustify>L</fldJustify>
    <posStart>001</posStart>
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    <elementDef>delivery service indicator</elementDef>
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</lineComponent>
</lineData>
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<priority>009</priority>
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<elementData>
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    <elementDesc/>
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    <fldJustify>L</fldJustify>
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</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="009">TOWN-LINE</lineName>
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<priority>009</priority>

```

```

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<componentId>DIS</componentId>
<priority>008</priority>
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  <fldJustify>L</fldJustify>
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</lineData>
<lineData>
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<componentId>ST</componentId>
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  <elementId>U14.24</elementId>
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  <elementDesc/>
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</elementData>
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<lineComponent>
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```

```

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    <elementDef>floor</elementDef>
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<elementData>
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    <elementDesc/>
    <fldJustify>L</fldJustify>
</elementData>
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</lineData>
<lineData>
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<lineComponent>
<componentId>DIST</componentId>
<priority>014</priority>
<elementData>
    <elementId>U13.17</elementId>
    <elementDef>district</elementDef>
    <elementDesc/>
    <requiredIfSelected>Y</requiredIfSelected>
    <fldJustify>L</fldJustify>
    <posStart>001</posStart>
</elementData>
</lineComponent>
</lineData>
<lineData>
<lineName lineNumber="015">POSTCODE-LINE</lineName>
<lineComponent>
<componentId>POSTCD</componentId>
<priority>015</priority>
<requiredIfSelected>Y</requiredIfSelected>
<elementData>
    <elementId>U13.16</elementId>
    <elementDef>town</elementDef>
    <elementDesc/>
    <requiredIfSelected>Y</requiredIfSelected>
    <fldJustify>L</fldJustify>
    <posStart>001</posStart>
</elementData>
<elementData>
    <elementId>U13.13</elementId>
    <elementDef>postcode</elementDef>
    <elementDesc/>
    <requiredIfSelected>Y</requiredIfSelected>
    <fldJustify>L</fldJustify>
</elementData>
<elementData>
    <elementId>U13.15</elementId>
    <elementDef>region</elementDef>

```

```
        <elementDesc/>
        <fldJustify>L</fldJustify>
    </elementData>
</lineComponent>
</lineData>
<lineData>
    <lineName lineNumber="016">COUNTRY</lineName>
    <lineComponent>
        <componentId>CY</componentId>
        <priority>016</priority>
        <elementData>
            <elementId>U13.14</elementId>
            <elementDef>country</elementDef>
            <elementDesc/>
            <requiredIfSelected>Y</requiredIfSelected>
            <fldJustify>L</fldJustify>
            <posStart>001</posStart>
        </elementData>
    </lineComponent>
</lineData>
</contentDefinition>
</patdl22.xml>
```



## Annex CD (normative)

### Postal address rendition instructions

#### C.1 “LITERAL”

LITERAL appears in a PATDL template anywhere within a line or line construct. It is intended to provide for insertion of text, punctuation or spacing, other than the normal default of a single space, or any other default punctuation or spacing that might have been specified to PATDL.

It can be used between two elements, or prior to any element, or after any element. It uses the following rules:

Insert the LITERAL text following the order of elements and rendition operators within the line or line construct. The insertion is unconditional and the default punctuation or spacing should be inserted prior to the LITERAL text.

*Examples:*

*Assume a template contains on a single line a town element, followed by a LITERAL specifying a single hyphen, followed by a region element. Assume the town is “TOWN” and the region is “PROV”, and that the default delimiter is a single space. The result will be “TOWN – PROV”.*

*Assume a template with element (13.20 delivery service indicator) containing a number representing a post office box, and that the element (13.19 delivery service type) is not populated and for that reason has not been used in the template preceding (13.20). If the text “PO BOX” is desired preceding the post office box, a LITERAL of “PO BOX” can be used, and the default delimiter will occur after the literal text whenever (13.20) is populated. If element (13.20) contains the number “909”, and the default delimiter is a single space, the result of rendition would be “PO BOX 909”.*

#### C.2 “CONCAT”

CONCAT appears in a PATDL template between two data fields. It is intended to provide for punctuation or spacing other than the normal default of a single space between two elements in rendition, or any other default punctuation or spacing that might have been specified to PATDL. It uses the following rules:

If both the preceding and the succeeding element are populated, then insert the string enclosed within single or double quotes in the XML tag “fldText” between the content of the first element and the content of the second element. This replaces any default punctuation or spacing that would otherwise be inserted.

If the preceding element is populated but the succeeding element is not populated, the default punctuation or spacing should be inserted after the content of the first element.

If the preceding element is not populated, but the succeeding element is populated, the default punctuation or spacing should appear after the content of the second element.

If neither element is populated, then no punctuation or spacing should be inserted.

*Examples:*

*Assume that the template includes on a single line a town element, followed by two postcode element sub-types with CONCAT between them, followed by a region element. Assume the town is “TOWN” and the region is “PROV” with a postcode of 33101-2322, that the CONCAT contains the string ‘-’ in the tag “fldText”, and that the default delimiter is a single space.*

*1) If both parts of the postcode are populated, the result will be “TOWN 33101-2322 PROV”.*

*2) If only the first part is populated, the result will be “TOWN 33101 PROV”.*

*3) If only the second part is populated, the result will be “TOWN 2322 PROV”.*

4) *If neither part is populated, the result will be "TOWN PROV".*

**Annex E**  
(normative)

**Registry of cross references**

## Annex -FD (informative)

### Extension of the specification

This annex provides an indication of aspects of the specification which are expected to be further developed or modified in future versions or amendments of the standard. It should be regarded as informative only; that is, the mention of a particular issue should not be interpreted as an indication that the issue will be addressed in any specific time scale, or at all. Similarly, the list is not intended to be exhaustive and it should be recognised that future updates of the standard may incorporate changes or extensions which are not mentioned below.

~~F~~D1 In the component structure used in this standard, ~~As noted in the introduction,~~ the postal address elements defined in this version of the standard correspond to the lowest level of component which it is considered useful to distinguish in address representations. ~~The assessment of utility is a subjective one.~~ The defined postal address elements have been chosen to represent the lowest level breakdown which is currently believed to be relevant to postal and postal address processing, ~~storage, transmission and interpretation.~~

In order to fulfil the needs regarding multiple occurrences of elements and technical needs such as matching to postal address database fields, the standard defines postal address element sub-types.

~~F2~~ It is envisaged that a future version of the standard will cover also components, such as formatting codes, delivery point identifiers, validity dates and product applicability, which may be used for the management and manipulation of postal address data.

~~F3~~D2 Certain of the terms, and in particular the terms **address, addressee, delivery, delivery address, delivery point, forwarding address, mail originator, mail recipient, mailee, mailer, postal address, poste restante** and **return address** should preferably be defined in ENV 13712 and/or the UPU Standards Glossary or another general postal terminology standard. They are defined herein either because they are not included in the present version of ENV 13712 or the UPU Standards Glossary, or because the definition in the present version of ENV 13712 or the UPU Standards Glossary is considered to be inadequate for the purposes of this standard. ~~It follows that, subject to appropriate modification of ENV 13712, they should be removed from this specification.~~

~~F4~~D3 It is anticipated that future versions of the standard will support other forms of delivery point specification, based on the use of identification codes. In particular, consideration will be given to the identification of delivery points by means of:

- a combination of **defining authority, country** (code), **postcode** and a postcode extension;
- a combination of geographic coordinates (latitude/longitude) and a local delivery point identification number;
- a combination of building or property registration number, such as a cadastral reference code, and a local delivery point identification number;
- national or operator assigned identification codes or delivery point database record identifiers;
- association with customer identifiers, such as registration or social security numbers, contract numbers, telephone numbers and e-mail addresses.

~~F5~~D4 The language used for the designation of **country** by name may be restricted by a future version of the standard.

~~F6~~D5 Codes for the identification of **defining authority** may be defined in a future version of the standard.

~~F7~~D6 At present, the address templates are restricted to the countries listed under point 7. It is planned that the standard will be extended to other countries once the effectiveness of the chosen methodology has been confirmed. The ultimate aim is, of course, to extend the standard to all UPU member countries.

## Bibliography

This bibliography provides full reference and sourcing information for all standards and other reference sources which are quoted in the above text. For references which mention specific version numbers or dates, subsequent amendments to, or revisions of, any of these publications might not be relevant. However, users of this specification are encouraged to investigate the existence and applicability of more recent editions. For references without date or version number, the latest edition of the document referred to applies.

It is stressed that only referenced documents are listed here.

### UPU standards

*NOTE 1: UPU documents are available from the UPU International Bureau:*

*Weltpoststrasse 4, case postal, 3000 Berne 15, SWITZERLAND;  
Tel: +41 31 350 3111; Fax: +41 31 350 3110; <http://www.upu.int>*

[1] General information on UPU standards, accessible on URL <http://www.upu.int>

### CEN standards

*NOTE 2: CEN standards can be obtained from national standardisation institutes of CEN member states, or from:*

*rue de Stassart 36, 1050 Brussels, BELGIUM;  
Tel: +32 2 550 0811; Fax: +32 2 550 0819; <http://www.cenorm.be>*

[2] EN 14142-1, "Postal services – Address data bases – Part 1 – Components of Postal Addresses"

### ISO standards

*NOTE 3: ISO standards are available from national standards institutes or from the International Organization for Standardization (ISO):*

*1, rue de Varembé, Case postale 56, 1211 Genève 20, SWITZERLAND;  
Tel: +41 22 749 0111; Fax: +41 22 733 3430; <http://www.iso.ch>*

[3] ISO/IEC 15418: Information technology – EAN/UCC application identifiers and FACT data identifiers and maintenance