

## The Melissa Data Guide to International Address Formats

### Addenda up to December 2008

In the chapter *ISO 3166 country codes*, the ISO-3166-3 code for Serbia should read **SRB**. The ISO 3166 codes for East Timor should read **TL** and **TLS**.

Albania, Ethiopia, Nicaragua, Oman, Panama and Sudan have new or altered postal code systems. This brings with it the following changes:

#### *World address formats*

Ethiopia has changed format number to 125.  
Nicaragua has changed format number to 126  
Malaysia has changed format number to 127  
Guatemala has changed format number to 128

The format entry for Albania now reads:

#### **57) Albania**

Recipient information  
thoroughfare type[ ]Thoroughfare name  
building number[ ]sub-building indicators  
Postal code  
{POST OFFICE NAME}  
POSTAL TOWN

The format entry for Panama now reads:

#### **74) Panama**

Contact Name  
Thoroughfare[ ]number  
postal code[, ]SETTLEMENT  
{PROVINCE}

or

Contact Name  
[Apartado ]postal code[-]post office box number  
SETTLEMENT  
{PROVINCE}

The format entry for Sudan now reads:

#### **81) Sudan**

Contact name

[PO Box ]number  
postal code  
SETTLEMENT

The new format entry for Ethiopia reads:

**125) Ethiopia**

Contact Name  
[PO Box ]number  
postal code[ ]SETTLEMENT

The new format entry for Nicaragua reads:

**126) Nicaragua**

Contact name  
Thoroughfare[ ]number  
{District name}  
POSTAL CODE  
SETTLEMENT{[, ]PROVINCE}

The new format entry for Malaysia reads:

**127) Malaysia**

Street addresses:

Recipient's name  
{House number{[ ]Lot number{[ ]Floor[ ]}} }Building name  
Street name[ ]District  
postal code[ ]Postal town  
State

Post office box addresses:

Recipient's name  
{Company name}  
[Peti Surat ]post office box number[, ]District[ ]postal code[ ]Postal town

Locked bag addresses:

Recipient's name  
{Company name}  
[Locked bag ]locked bag number[,]  
postal code[ ]Place name  
State

The new format entry for Guatemala reads:

## 128) *Guatemala*

Personal name  
Thoroughfare information  
{Zonal information}  
POSTAL TOWN[, ]DEPARTMENT  
Postal code

### *World postal code formats*

The format for Albania is now 9999, level of coverage: ?  
The format for British Virgin Islands is now [VG]9999, level of coverage: 2  
The format for Colombia is now 999999, level of coverage: 2  
The format for Ethiopia is now 9999, level of coverage: 2  
Jamaica has the level of coverage: 2  
The format for Mauritius (test code) is now 999AA999  
The format for Nicaragua is now 999[-]999[-]9, level of coverage: 2  
The format for Panama is now 9999, level of coverage: 2

### *Albania*

The address format section now reads:

## **Address formats**

Albanian addresses follow this structure:

Recipient information  
thoroughfare type[ ]Thoroughfare name  
building number[ ]sub-building indicators  
Postal code  
{POST OFFICE NAME}  
POSTAL TOWN

For example:

rruga Myslym Shyri  
pallati 37 shkalla 4 apartamenti 15  
1001  
TIRANA

Erkand Muraku  
rruga "Faik Drenova"  
Pall Nr. 1, Sh 1, Ap15  
1001  
TIRANE

The post office name is stated usually as well as the postal town in rural addresses:

Arben Leka  
fshati Arbana  
1041  
VAQAR  
TIRANA

Quotation marks are used when the street is named after a person, place or event, and is in the nominative case. Addresses may contain descriptors, such as "next door to the garage".

### *Colombia*

The postal codes section now reads:

#### **Postal codes**

Colombia has introduced a postal code of 6 digits in this format:

999999

The first two digits represent the national department. The third and fourth digits represent a postal zone, whereby *00* indicates the capital of the department, *01-89* are for street addresses, and *90-99* for post office boxes. The final two numbers indicate further postal sub-districts. The position of this code in the address block has not yet been defined.

### *Ethiopia*

The Example address format section now reads:

#### **Example address format**

Mr Teka Lemma  
P.O. Box 5020  
1020 JIMMA

Deliveries are mainly to post office boxes.

The postal codes section now reads:

#### **Postal codes**

Ethiopia introduced a postal code system, with codes consisting of 4 digits, in 2007. The first digit indicates the region, the second the central delivery office and the last two the local office. It is not yet in wide use.

### *Nicaragua*

The Address format section now reads:

#### **Address format**

Nicaraguan addresses follow the format:

Person's name  
Thoroughfare name[ ]building number  
{District name}  
Postal code  
PLACE NAME{[, ]DEPARTMENT}

for example:

Sr. Francisco Ramirez  
42 Ave. S.E. 346  
341-600-7  
MANAGUA, MANAGUA

[The postal codes section now reads:](#)

### **Postal codes**

The postal codes consist of a block of 7 digits in the format:

999[-]999[-]9

The first three digits indicate the district, the next three the block and the final one the thoroughfare side.

A new system, with four new digits before the existing code to indicate department and locality, has been developed but will only be introduced once automated sorting is introduced.

### *Panama*

[The Example address format section now reads:](#)

### **Address format examples**

Apartado 6-7451  
El Dorado  
0835, PANAMÁ

Apartado 0835-0871  
Zona 7  
Panamá

Obispo de Chitré  
Urbanización Miramar  
Apartado 49  
2545, Chitré - Herrera

Calle la Sur  
Carrasquilla  
Apartado 6386  
Zona 5  
0100, Panamá

Sr. Francisco Gonzalez  
El Cacao  
5421, TONOSÍ  
PROVINCIA DE LOS SANTOS

LICENCIADO GREGORIO FERNANDEZ  
GERENTE GENERAL  
INFONET S.A.  
VIA ESPAÑA, CALLE 6ta  
EDIFICIO DEL PADRO No2, TERCER PISO, LOCAL No10, PARQUE  
LEFEVRE  
0835, PARQUE LEFEVRE  
PROVINCIA DE PANAMÁ

Address blocks can contain both street names and post office box numbers, and also include districts and zonal indicators.

The province name may be found in the address as above. The provinces are:

Bocas del Toro  
Chiriqui  
Coclé  
Colón  
Darién  
Herrera  
Los Santos  
Panamá  
San Blas  
Veraguas

The postal codes section now reads:

## **Postal codes**

Panama introduced a postal code system, each code consisting of 4 digits, in 2007. In post office box addresses it is written as part of, and before, the post office box number, in this way:

Apartado 0832–2345

where 0832 is the postal code and 2345 the box number. In all other cases it is written before the place name, separated from it by a comma. two the local office. It is not yet in wide use.

The post office box section now reads:

### **Post office box**

This is written *Apartado* in Panama, and the post office box number may include a hyphen (see the postal codes section above).

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