



HCHS/SOL Question by Question Instructions

Personal Identifiers (IDE/IDS), Version A

General Instructions

The participant's name, address, phone and social security number are confidential data items that are recorded on the HCHS Personal Identifiers Form (IDE). As part of informed consent study participants indicate their willingness to voluntarily provide this confidential information, as well as equivalent information for contacts who HCHS is authorized to approach to locate the study participant if necessary. The HCHS also requests the voluntary disclosure of the participant's social security number for purposes of record linkage. If provided, the social security number also is recorded on the Personal Identifiers Form.

The information collected on this form is a sign of the trust placed by the participant in the HCHS, and in our commitment and ability to protect this confidential information. It is also information that is critical to our ability to re-contact the HCHS participants and to conduct a long term follow-up of a population known to be mobile. An additional purpose of the information on the participant's place of residence is the ability of the HCHS to convert the addresses to a code defined by longitude and latitude that will then be used to estimate aggregate information of the area of residence of the participant.

Question by Question Instructions

A. Identifying information

It will be common for participants to be members of the same household and to be related to each other. Because it is possible that offspring are given a parent's name and because many Hispanic surnames are quite common it is important to fully identify each study participant. The study's ability to protect confidentiality and also the completeness of follow-up will be critically dependent on our ability to uniquely identify each individual.

- Q1 Record the respondent's preferred title, the first, middle and paternal names, as well as the maternal last name as commonly used by Hispanics/Latinos. Do not use abbreviations for names. Ask the men if they use an extension (or suffix) to their name such as Sr. or Jr.
- Q2 Social security number. After checking on the Itinerary Form whether the participant prefers to use Spanish or English, hand the corresponding response card / disclosure statement to the participant. Read aloud the first part of the script while handing the card to the participant. Ask participant to review the statement as you read it aloud. Read it slowly, allowing enough time for the participant to review the statement. Ask if the participant has questions about this statement or any reservations about providing a social security number.

If the participant hesitates, mention that providing a social security number is entirely voluntary and that there are no penalties or consequences to not providing a number. If asked about the purpose of the social security number in the study, indicate that it will only be used to link with health data made available by health care providers and government agencies that prepare health reports.

If the participant does not provide a social security number use ===== signs in the fields for Q2

If the participant mentions that his/her SSN is an Individual Taxpayer Identification number (ITN) or is for purposes of work (or uses equivalent wording that suggests that the SSN is not genuine), thank the participant and indicate that we don't need to have that number in our records. Use ===== signs in the fields for Q2 and proceed to Q3.

B. Participant's address and telephone

Read the script as shown and if the respondent has no questions proceed to ask for the current home address. As noted on page 3 of the IDE form, if the participant has more than one residence or lives at more than one location, ask the participant to provide the address where she/he lives most of the time. It is important to obtain and record a complete and accurate address.

Q3 Current home address has been parsed into ten major components: **[3.A.1] PO Box, Box & / or Route and Number**; **[3.B.1-3] Street Number**; **[3.C.1-4] Street Name**; **[3.D.1-4] Unit**; **[3.E.1] Other**; **[3.F.1] City**; **[3.G.1] County**; **[3.H.1] State**; **[3.I.1]; Country/Territory**; and **[3.J.1] Zip Code**. Pertinent fields should be completed only when necessary. Other fields should remain blank.

Item **[3.A.1] PO Box, Box & / or Route and Number** should include all relevant descriptors and numbers, e.g. "PO BOX" (post office box), "BOX", "R" (route), or "RR" (rural route). For example, if the address is reported as "Route 16, Box 14-A", item **[3.A.1] PO Box, Box & / or Route and Number** = ROUTE 16 BOX 14 A.

If the only address provided is a post office box, box & / or route and number, complete item **[3.A.1]**, but also ask about the intersection or street closest to the home location. If a closest street is provided, enter the information about it in items **[3.C.1-4]**, described below. If a closest intersection is provided, enter "INTERSECTION" in upper case letters in item **[3.C.2]**, then record the information about both of the two intersecting streets in the note log using item **[3.C.1-4]** format. If available, enter the name of the building at the street or intersection in item **[3.E.1]**.

Items **[3.B.1] Street Number Prefix** and **[3.B.3] Street Number Suffix** are alphanumeric characters or character strings that may precede or follow the street number (item **[3.B.2]**) and may be separated from it by a hyphen (-). Hyphens (-) should be dropped at data entry. For example, the "B" in B-21 East Main Street, would be entered in item **[3.B.1]** and the "B" in 21-B East Main Street, would be entered in item **[3.B.3]**. Item **[3.B.2] Street Number** should include numeric data only. For the above examples, the "21" would be recorded in item **[3.B.2]**.

If the address includes "1/2" as in "21 ½ West Elm St", "1/2" is a number suffix since it comes after a number so that is how it would be recorded 1, /, 2 in the set of boxes.

Items **[3.C.1] Street Name Prefix** and **[3.C.4] Street Name Suffix** are typically street directions (e.g. EAST; NORTH; SOUTH; WEST), their common abbreviations (E; N; NO; S; SO; W), or combinations (NE; NW; SE; SW). Generally, only a street name suffix or prefix—but not both—are available. For example, if the address is reported as 21-B East Main Street, "East" would be entered in item **[3.C.1]**. However, "East" would be entered in item **[3.C.4]** if the address is reported as 21-B Main Street East.

Item **[3.C.2] Street Name** refers to the name of the street, avenue, etc. If the address is reported as 21-B East Main Street, then "Main" would be entered into item **[3.C.2]**. Digits should be used for entering numbered street names, e.g. for 1300 South Second Street, "2nd" would be entered in item **[3.C.2]**.

Item **[3.C.3] Street Name Type** refers to the type of roadway used in the address. If the address is reported as 21-B East Main Street, then "Street" would be entered into item **[3.C.3]**. Special reference needs to be made to street name type abbreviations, since these are frequently used in addresses and often reflect idiosyncratic rather than standard abbreviations. A look-up table of these abbreviations is provided in the Data Entry System to help staff record the standard U.S.P.S abbreviations that are used for geocoding. This look-up table also translates commonly used (but non-standard) abbreviations into the U.S.P.S. abbreviations needed in HCHS/SOL.

Items **[3.D.1] Unit Type** and **[3.D.3] Unit Subtype** usually designate buildings, apartments, floors or other units in a residential complex or neighborhood. These units are often abbreviated in standard format, such

as “BLDG” or “APT.” A look-up table of unit type abbreviations is also provided in the Data Entry System. If in doubt, enter the designation of the unit type and subtype in full. They are often labeled by alphanumeric identifiers. For example, if the address is reported as “Apartment A-1”, then item **[3.D.1] Unit Type = APT; [3.D.2] Unit Type Identifier = A; [3.D.3] Unit Subtype = blank; and [3.D.4] Unit Subtype Identifier = 1.**

When a unit type and subtype are included in the same address, e.g. “Building A, Apartment 1”, record them as follows: **[3.D.1] Unit Type = BLDG; [3.D.2] Unit Type Identifier = A; [3.D.3] Unit Subtype = APT; [3.D.4] Unit Subtype Identifier = 1.** However, if the address provided only includes “A1”, **[3.D.1] Unit Type = blank; [3.D.2] Unit Type Identifier = A; [3.D.3] Unit Subtype = blank; and [3.D.4] Unit Subtype Identifier = 1.**

Formal names of e.g. professional or business offices, residential neighborhoods or complexes, that may accompany street addresses are typically superfluous. They should be separated from the remainder of the address and recorded in item **[3.E.1] Other**, as illustrated in the example.

In completing item **[3.F.1] City**, only standardized abbreviations of city can be used. These are Brklyn, CH, MI, and SD. All other names must be transcribed in full into the address entry panel, but to save time in transcribing cities, a look-up table of commonly encountered cities is provided in the DES. As is the case for other look-up tables in the DES, the table is displayed by placing the cursor on the field (**[3.F.1] City** in this case) and pressing F3. Entering the first letters of a city will highlight the closest match in the table. After verifying that the appropriate city is highlighted in the table HCHS staff can double-click the mouse or press the <Enter> key to import the city name into the data field on the form. If the city is *not* included in the table, pressing the <ESC> key will clear the look-up table so that the full name of the city can be entered.

Information for item **[3.G.1] County** should not be problematic. If unavailable or suspect it can be compared to information in a look-up table. Similarly for item **[3.H.1] State**, a table listing Postal Service two-character state abbreviations is provided at the end of this text, and a table of Location Codes are provided on the last page of the IDE form for use in questions 3.I.1, 10.I.1, 14.I.1, and 18.I.1. **[3.J.1] Zip Code** should be relatively straightforward. If available, Zip code information in 5+4 format should be transcribed in full, since they are more informative.

Numbered highway addresses can be challenging to record and require careful attention. Consider “1098 US Hwy 15-501 S”. It should be entered in three fields as follows: **[3.B.2] Number = 1098, [3.C.2] Name = US HWY 15 501, and [3.C.4] Name Suffix = S.** Please note that with this address, **[3.C.2] Name** may contain numbers (in this case, 15 501), and that **[3.C.3] Name Type** remains blank (although we know 15 501 is a highway). In other words, **[3.C.2] Name** is best defined in such cases by including both components (“US HWY” and “15 501”) in this single field.

It is well to mention that occasionally one encounters addresses that seem to defy attempts to parse them without making assumptions. Such addresses are thankfully uncommon, but when these or similar problems arise, completely describe them in a note log.

Length of residence. Ask the participant about how long she/he has lived at the current address, and prompt the participant by asking “Since”? Record the year, and if provided, the month and day.

Q. 4-7. Ask the participant for a primary and secondary phone number, and the best times to reach the participant at each of these numbers. Having a land line number available to the HCHS would typically be preferable.

C. Local contact 1

Mention to the participant that “The HCHS / SOL center will contact you mail or telephone once a year to answer a brief questionnaire about your health. Please provide the name and address of a relative or another person who can help us get in touch with you if we are unable to reach you at your current address.”

Note: at the discretion of field centers at the time of scheduling the field center visit participants are asked to select three persons who can help us get in touch with him/her if in the future we are unable to reach the participant at their current address. This is done to give participants time to write down the addresses and phone numbers of the contact persons of their choice. With their instructions for the visit to the field center participants are reminded to have that information with them on the day of the visit.

If that is the practice of the field center the interviewer asks the participant for the information. “*Since HCHC/SOL center will contact you once a year we would like to have the name and address of a relative or another person who can help us get in touch with you if we are unable to reach you at your current address. Did you bring this information with you?*” If the participant has the information, the interviewer asks which person is the preferred contact and enters the information as Contact 1 and gets clarification from the participant if the details are unclear.

If the participant does not have a written record of the addresses and phone numbers of possible contacts and is unable to provide a complete address and phone number for at least two contacts the interviewer needs to make arrangements for contacting the participant at home to obtain the information.

Q8 The title and names of the primary contact person are recorded.

Q9 Record the relationship without using abbreviations. If the contact person is unrelated record None, whether the contact is described as a friend, a neighbor, or in another role.

Q10 Record the current home address of the primary contact following the item-by-item instructions listed for Q3 for the participant’s current address.

Q11 Request and record the primary contact’s telephone number.

D. Local contact 2

Ask the participant to provide the same information for a second contact person. If already done prior to the examination ask to see the information and enter it on the IDE form with assistance from the participant as needed. If another contact person is not available/not provided, ask the participant if this information could be collected at later time, by phone. If the participant agrees, make a note on the Itinerary Form for a follow-up call to be scheduled during the exit interview. If the participant indicates that she/he does not have or does not wish to provide another contact person, add a note log to this effect and then go the end of the form.

Q12 Record the names as above, followed by the relationship in Q13.

Q14 This question serves to record the current address of the secondary contact, following the item-by-item instructions detailed for Q3.

Q15 Request and record the telephone number for the secondary contact.

E. Local contact 3

The participant is then asked to provide the same information for a third contact person. If the participants was notified prior to the examination ask to see the information for the third contact person and enter it on the form, asking for clarification if required. If a third contact person is not available/not provided, leave this section blank and go to the end of the form.

Table 1. Common and Official United States Postal Service Street Name Type Abbreviations (page 1 of 2)

Street Name Type	Abbreviation		CORNER CORNERS CORNERS	CORNER CORNERS CORNERS	COR CORNERS CORNERS	FORKS FORT FORT FORT	FRKS FORT FRT FT	FRKS FT FT FWT
	Common	Official						
ALLEY	ALLEE	ALY	Street	Abbreviation		FREEWAY	FREEWAY	FWY
ALLEY	ALLEY	ALY	Name Type	Common	Official	FREEWAY	FREEWY	FWY
ALLEY	ALLY	ALY	COURSE	COURSE	CRSE	Street	Common	Official
ALLEY	ALY	ALY	COURSE	CRSE	CRSE	Name Type	Common	Official
ANNEX	ANEX	ANX	COURT	COURT	CT	FREEWAY	FRWAY	FWY
ANNEX	ANNEX	ANX	COURT	CRT	CT	FREEWAY	FRWY	FWY
ANNEX	ANNX	ANX	COURT	CT	CT	FREEWAY	FWY	FWY
ANNEX	ANX	ANX	COURTS	COURTS	CTS	GARDEN	GARDEN	GDN
ARCADE	ARC	ARC	COVE	COVE	CV	GARDEN	GARDN	GDN
ARCADE	ARCADE	ARC	COVE	CV	CV	GARDEN	GDN	GDN
AVENUE	AV	AVE	COVES	COVES	CVS	GARDEN	GRDEN	GDN
AVENUE	AVE	AVE	CREEK	CK	CRK	GARDEN	GRDN	GDN
AVENUE	AVENUE	AVE	CREEK	CR	CRK	GARDENS	GARDENS	GDNS
AVENUE	AVN	AVE	CREEK	CREEK	CRK	GARDENS	GDNS	GDNS
AVENUE	AVNUE	AVE	CREEK	CRK	CRK	GARDENS	GRDNS	GDNS
BAYOO	BAYOO	BYU	CRESCENT	CRECENT	CRES	GATEWAY	GATEWAY	GTWY
BAYOO	BAYOU	BYU	CRESCENT	CRES	CRES	GATEWAY	GATEWAY	GTWY
BEACH	BCH	BCH	CRESCENT	CRESCENT	CRES	GATEWAY	GATWAY	GTWY
BEACH	BEACH	BCH	CRESCENT	CRESENT	CRES	GATEWAY	GTWAY	GTWY
BEND	BEND	BND	CRESCENT	CRSCNT	CRES	GATEWAY	GTWY	GTWY
BEND	BND	BND	CRESCENT	CRSENT	CRES	GLEN	GLEN	GLN
BLUFF	BLF	BLF	CRESCENT	CRSNT	CRES	GLEN	GLN	GLN
BLUFF	BLUF	BLF	CREST	CREST	CRST	GLENS	GLENS	GLNS
BLUFF	BLUFF	BLF	CROSSING	CROSSING	XING	GREEN	GREEN	GRN
BLUFFS	BLUFFS	BLFS	CROSSING	CRSSNG	XING	GREEN	GRN	GRN
BOTTOM	BOT	BTM	CROSSING	CRSSNG	XING	GREENS	GREENS	GRNS
BOTTOM	BOTM	BTM	CROSSING	XING	XING	GROVE	GROV	GRV
BOTTOM	BOTTOM	BTM	CROSSROAD	CROSSROAD	XRD	GROVE	GROVE	GRV
BOTTOM	BTM	BTM	CURVE	CURVE	CURV	GROVE	GRV	GRV
BOULEVARD	BLVD	BLVD	DALE	DALE	DL	GROVES	GROVES	GRVS
BOULEVARD	BOUL	BLVD	DALE	DL	DL	HARBOR	HARB	HBR
BOULEVARD	BOULEVARD	BLVD	DAM	DAM	DM	HARBOR	HARBOR	HBR
BOULEVARD	BOULV	BLVD	DAM	DM	DM	HARBOR	HARB	HBR
BRANCH	BR	BR	DIVIDE	DIV	DV	HARBOR	HBR	HBR
BRANCH	BRANCH	BR	DIVIDE	DIVIDE	DV	HARBOR	HRBOR	HBR
BRANCH	BRNCH	BR	DIVIDE	DV	DV	HARBORS	HARBORS	HBR
BRIDGE	BRDGE	BRG	DIVIDE	DVD	DV	HARBORS	HARBORS	HBR
BRIDGE	BRG	BRG	DRIVE	DR	DR	HAVEN	HAVEN	HVN
BRIDGE	BRIDGE	BRG	DRIVE	DRIV	DR	HAVEN	HAVN	HVN
BROOK	BRK	BRK	DRIVE	DRIVE	DR	HAVEN	HVN	HVN
BROOK	BROOK	BRK	DRIVE	DRV	DR	HEIGHTS	HEIGHT	HTS
BROOKS	BROOKS	BRKS	DRIVES	DRIVS	DRS	HEIGHTS	HEIGHTS	HTS
BURG	BURG	BG	DRIVES	DRIVES	DRS	HEIGHTS	HGTS	HTS
BURGS	BURGS	BGS	ESTATE	EST	EST	HEIGHTS	HT	HTS
BYPASS	BYP	BYP	ESTATE	ESTATE	EST	HEIGHTS	HTS	HTS
BYPASS	BYP	BYP	ESTATES	ESTATES	ESTS	HIGHWAY	HIGHWAY	HWY
BYPASS	BYP	BYP	ESTATES	ESTS	ESTS	HIGHWAY	HIGHWAY	HWY
BYPASS	BYPAS	BYP	EXPRESSWAY	EXP	EXPY	HIGHWAY	HIWAY	HWY
BYPASS	BYPASS	BYP	EXPRESSWAY	EXPR	EXPY	HIGHWAY	HIWY	HWY
BYPASS	BYPS	BYP	EXPRESSWAY	EXPRESS	EXPY	HIGHWAY	HWAY	HWY
CAMP	CAMP	CP	EXPRESSWAY	EXPRESSWAY	EXPY	HIGHWAY	HWY	HWY
CAMP	CMP	CP	EXPRESSWAY	EXPW	EXPY	HILL	HILL	HL
CAMP	CP	CP	EXPRESSWAY	EXPY	EXPY	HILL	HL	HL
CANYON	CANYN	CYN	EXTENSION	EXT	EXT	HILLS	HILLS	HLS
CANYON	CANYON	CYN	EXTENSION	EXTENSION	EXT	HILLS	HLS	HLS
CANYON	CNYN	CYN	EXTENSION	EXTN	EXT	HILLS	HLS	HLS
CANYON	CYN	CYN	EXTENSION	EXTNSN	EXT	HOLLOW	HOLLOW	HOLW
CAPE	CAPE	CPE	EXTENSIONS	EXTNSNS	EXTS	HOLLOW	HOLLOW	HOLW
CAPE	CPE	CPE	EXTENSIONS	EXTS	EXTS	HOLLOW	HOLLOWS	HOLW
CAPE	CPE	CPE	EXTENSIONS	EXTS	EXTS	HOLLOW	HOLW	HOLW
CAUSEWAY	CAUSEWAY	CSWY	FALL	FALL	FALL	HOLLOW	HOLWS	HOLW
CAUSEWAY	CAUSWAY	CSWY	FALLS	FALLS	FLS	HOLLOW	HOLWS	HOLW
CAUSEWAY	CSWY	CSWY	FALLS	FLS	FLS	INLET	INLET	INLT
CENTER	CEN	CTR	FALLS	FLS	FLS	INLET	INLT	INLT
CENTER	CENT	CTR	FERRY	FERRY	FRY	ISLAND	IS	IS
CENTER	CENTER	CTR	FERRY	FRY	FRY	ISLAND	ISLAND	IS
CENTER	CENR	CTR	FERRY	FRY	FRY	ISLAND	ISLND	IS
CENTER	CENTRE	CTR	FIELD	FIELD	FLD	ISLANDS	ISLANDS	ISS
CENTER	CNTR	CTR	FIELD	FLD	FLD	ISLANDS	ISLANDS	ISS
CENTER	CNTR	CTR	FIELDS	FIELDS	FLDS	ISLANDS	ISLANDS	ISS
CENTER	CTR	CTR	FIELDS	FLDS	FLDS	ISLANDS	ISS	ISS
CENTERS	CENTERS	CTRS	FLAT	FLAT	FLT	ISLE	ISLE	ISLE
CIRCLE	CIR	CIR	FLAT	FLT	FLT	ISLE	ISLES	ISLE
CIRCLE	CIRC	CIR	FLATS	FLATS	FLTS	JUNCTION	JCT	JCT
CIRCLE	CIRCL	CIR	FLATS	FLTS	FLTS	JUNCTION	JCTN	JCT
CIRCLE	CIRCLE	CIR	FORD	FORD	FRD	JUNCTION	JUNCTION	JCT
CIRCLE	CIRCLE	CIR	FORD	FRD	FRD	JUNCTION	JUNCTN	JCT
CIRCLE	CRCL	CIR	FORDS	FORDS	FRDS	JUNCTION	JUNCTION	JCT
CIRCLE	CRCLE	CIR	FORDS	FRDS	FRDS	JUNCTION	JUNCTON	JCT
CIRCLES	CIRCLES	CIRS	FOREST	FOREST	FRST	JUNCTIONS	JCTNS	JCTS
CLIFF	CLF	CLF	FOREST	FORESTS	FRST	JUNCTIONS	JCTS	JCTS
CLIFF	CLIFF	CLF	FOREST	FRST	FRST	JUNCTIONS	JCTIONS	JCTS
CLIFFS	CLFS	CLFS	FORGE	FORG	FRG	KEY	KEY	KY
CLIFFS	CLIFFS	CLFS	FORGE	FORGE	FRG	KEY	KY	KY
CLUB	CLB	CLB	FORGE	FRG	FRG	KEYS	KEYS	KYS
CLUB	CLB	CLB	FORGES	FORGES	FRGS	KEYS	KYS	KYS
CLUB	CLUB	CLB	FORK	FORK	FRK	KNOLL	KNL	KNL
COMMON	COMMON	CMN	FORK	FRK	FRK	KNOLL	KNL	KNL
CORNER	COR	COR	FORKS	FORKS	FRKS	KNOLL	KNOLL	KNL

Name	Type	Common	Official	Name	Type	Common	Official	Name	Type	Common	Official
KNOLLS	KNLS	KNLS		PINES	PNES	PNES		STRAVENUE	STRA	STRA	
KNOLLS	KNOLLS	KNLS		PLACE	PL	PL		STRAVENUE	STRAV	STRA	
LAKE	LAKE	LK		PLACE	PLACE	PL		STRAVENUE	STRAVE	STRA	
LAKE	LK	LK		PLAIN	PLAIN	PLN		STRAVENUE	STRAVEN	STRA	
LAKES	LAKES	LKS		PLAIN	PLN	PLN		STRAVENUE	STRAVENUE	STRA	
LAKES	LKS	LKS		PLAINS	PLAINES	PLNS		STRAVENUE	STRAVN	STRA	
LAND	LAND	LAND		PLAINS	PLAINS	PLNS		STRAVENUE	STRVN	STRA	
LANDING	LANDING	LNDG		PLAINS	PLNS	PLNS		STRAVENUE	STRVNE	STRA	
LANDING	LNDG	LNDG		PLAZA	PLAZA	PLZ		STREAM	STREAM	STRM	
	Abbreviation			PLAZA	PLZ	PLZ		STREAM	STREME	STRM	
Name	Type	Common	Official	PLAZA	PLZA	PLZ		STREAM	STRM	STRM	
LANDING	LNDNG	LNDG		POINT	POINT	PT		STREET	ST	ST	
LANE	LA	LN			Abbreviation			STREET	STR	ST	
LANE	LANE	LN		Name	Type	Common	Official	STREET	STREET	ST	
LANE	LANES	LN		POINT	PT	PT		STREET	STRT	ST	
LANE	LN	LN		POINTS	POINTS	PTS			Abbreviation		
LIGHT	LGT	LGT		POINTS	PTS	PTS		Name	Type	Common	Official
LIGHT	LIGHT	LGT		PORT	PORT	PRT		STREETS	STREETS	STS	
LIGHTS	LIGHTS	LGTS		PORT	PRT	PRT		SUMMIT	SMT	SMT	
LOAF	LF	LF		PORTS	PORTS	PRTS		SUMMIT	SUMIT	SMT	
LOAF	LOAF	LF		PORTS	PRTS	PRTS		SUMMIT	SUMMIT	SMT	
LOCK	LCK	LCK		PRAIRIE	PR	PR		SUMMIT	SUMMIT	SMT	
LOCK	LOCK	LCK		PRAIRIE	PRAIRIE	PR		TERRACE	TER	TER	
LOCKS	LCKS	LCKS		PRAIRIE	PRARIE	PR		TERRACE	TERR	TER	
LOCKS	LOCKS	LCKS		PRAIRIE	PRR	PR		TERRACE	TERRACE	TER	
LODGE	LDG	LDG		RADIAL	RAD	RADL		THROUGHWAY	THROUGHWAY	TRWY	
LODGE	LDGE	LDG		RADIAL	RADIAL	RADL		TRACE	TRACE	TRCE	
LODGE	LODG	LDG		RADIAL	RADIEL	RADL		TRACE	TRACES	TRCE	
LODGE	LODGE	LDG		RADIAL	RADL	RADL		TRACE	TRCE	TRCE	
LOOP	LOOP	LOOP		RAMP	RAMP	RAMP		TRACK	TRACK	TRAK	
LOOP	LOOPS	LOOP		RANCH	RANCH	RNCH		TRACK	TRACKS	TRAK	
MALL	MALL	MALL		RANCH	RANCHES	RNCH		TRACK	TRAK	TRAK	
MANOR	MANOR	MNR		RANCH	RNCH	RNCH		TRACK	TRK	TRAK	
MANOR	MNR	MNR		RANCH	RNCHS	RNCH		TRACK	TRKS	TRAK	
MANORS	MANORS	MNRS		RAPID	RAPID	RPD		TRAFFICWAY	TRAFFICWAY	TRFY	
MANORS	MNRS	MNRS		RAPID	RPD	RPD		TRAFFICWAY	TRFY	TRFY	
MEADOW	MDW	MDW		RAPIDS	RAPIDS	RPDS		TRAIL	TR	TRL	
MEADOW	MEADOW	MDW		RAPIDS	RPDS	RPDS		TRAIL	TRAIL	TRL	
MEADOWS	MDWS	MDWS		REST	REST	RST		TRAIL	TRAILS	TRL	
MEADOWS	MEADOWS	MDWS		REST	RST	RST		TRAIL	TRL	TRL	
MEADOWS	MEDOWS	MDWS		RIDGE	RDG	RDG		TRAIL	TRLS	TRL	
MEWS	MEWS	MEWS		RIDGE	RDGE	RDG		TUNNEL	TUNEL	TUNL	
MILL	MILL	ML		RIDGE	RIDGE	RDG		TUNNEL	TUNL	TUNL	
MILL	ML	ML		RIDGES	RDGS	RDGS		TUNNEL	TUNLS	TUNL	
MILLS	MILLS	MLS		RIDGES	RIDGES	RDGS		TUNNEL	TUNNEL	TUNL	
MILLS	MLS	MLS		RIVER	RIV	RIV		TUNNEL	TUNNELS	TUNL	
MISSION	MISSION	MSN		RIVER	RIVER	RIV		TUNNEL	TUNNL	TUNL	
MISSION	MISSN	MSN		RIVER	RIVR	RIV		TURNPIKE	TPK	TPKE	
MISSION	MSN	MSN		RIVER	RVR	RIV		TURNPIKE	TPKE	TPKE	
MISSION	MSSN	MSN		ROAD	RD	RD		TURNPIKE	TRNPK	TPKE	
MOTORWAY	MOTORWAY	MTWY		ROAD	ROAD	RD		TURNPIKE	TRPK	TPKE	
MOUNT	MNT	MT		ROADS	RDS	RDS		TURNPIKE	TURNPIKE	TPKE	
MOUNT	MOUNT	MT		ROADS	ROADS	RDS		TURNPIKE	TURNPK	TPKE	
MOUNT	MT	MT		ROUTE	ROUTE	RTE		UNDERPASS	UNDERPASS	UPAS	
MOUNTAIN	MNTAIN	MTN		ROW	ROW	ROW		UNION	UN	UN	
MOUNTAIN	MNTN	MTN		RUE	RUE	RUE		UNION	UNION	UN	
MOUNTAIN	MOUNTAIN	MTN		RUN	RUN	RUN		UNIONS	UNIONS	UNS	
MOUNTAIN	MOUNTIN	MTN		SHOAL	SHL	SHL		VALLEY	VALLEY	VLY	
MOUNTAIN	MTIN	MTN		SHOAL	SHOAL	SHL		VALLEY	VALLY	VLY	
MOUNTAIN	MTN	MTN		SHOALS	SHLS	SHLS		VALLEY	VLLY	VLY	
MOUNTAINS	MNTNS	MTNS		SHOALS	SHOALS	SHLS		VALLEY	VLY	VLY	
MOUNTAINS	MOUNTAINS	MTNS		SHORE	SHOAR	SHR		VALLEYS	VALLEYS	VLYS	
NECK	NCK	NCK		SHORE	SHORE	SHR		VALLEYS	VLYS	VLYS	
NECK	NECK	NCK		SHORE	SHR	SHR		VIADUCT	VDCT	VIA	
ORCHARD	ORCH	ORCH		SHORES	SHOARS	SHRS		VIADUCT	VIA	VIA	
ORCHARD	ORCHARD	ORCH		SHORES	SHORES	SHRS		VIADUCT	VIADCT	VIA	
ORCHARD	ORCHRD	ORCH		SHORES	SHRS	SHRS		VIADUCT	VIADUCT	VIA	
OVAL	OVAL	OVAL		SKYWAY	SKYWAY	SKWY		VIEW	VIEW	VW	
OVAL	OVL	OVAL		SPRING	SPG	SPG		VIEW	VW	VW	
OVERPASS	OVERPASS	OPAS		SPRING	SPNG	SPG		VIEWS	VIEWS	VWS	
PARK	PARK	PARK		SPRING	SPRING	SPG		VIEWS	VWS	VWS	
PARK	PK	PARK		SPRING	SPRNG	SPG		VILLAGE	VILL	VLG	
PARK	PRK	PARK		SPRINGS	SPGS	SPGS		VILLAGE	VILLAG	VLG	
PARKS	PARKS	PARK		SPRINGS	SPNGS	SPGS		VILLAGE	VILLAGE	VLG	
PARKWAY	PARKWAY	PKWY		SPRINGS	SPRNGS	SPGS		VILLAGE	VILLG	VLG	
PARKWAY	PARKWY	PKWY		SPRINGS	SPRNGS	SPGS		VILLAGE	VILLIAGE	VLG	
PARKWAY	PKWAY	PKWY		SPUR	SPUR	SPUR		VILLAGE	VLG	VLG	
PARKWAY	PKWY	PKWY		SPURS	SPURS	SPUR		VILLAGES	VILLAGES	VLGS	
PARKWAY	PKY	PKWY		SQUARE	SQ	SQ		VILLAGES	VLGS	VLGS	
PARKWAYS	PARKWAYS	PKWY		SQUARE	SQR	SQ		VILLE	VILLE	VL	
PARKWAYS	PKWYS	PKWY		SQUARE	SQRE	SQ		VILLE	VL	VL	
PASS	PASS	PASS		SQUARE	SQU	SQ		VISTA	VIS	VIS	
PASSAGE	PASSAGE	PSGE		SQUARE	SQUARE	SQ		VISTA	VIST	VIS	
PATH	PATH	PATH		SQUARES	SQRS	SQS		VISTA	VISTA	VIS	
PATH	PATHS	PATH		SQUARES	SQUARES	SQS		VISTA	VST	VIS	
PIKE	PIKE	PIKE		STATION	STA	STA		VISTA	VSTA	VIS	
PIKE	PIKES	PIKE		STATION	STATION	STA		WALK	WALK	WALK	
PINE	PINE	PNE		STATION	STATN	STA		WALKS	WALKS	WALK	
PINES	PINES	PNES		STATION	STN	STA		WALL	WALL	WALL	

WAY	WAY	WAY
WAY	WY	WAY
WAYS	WAYS	WAYS
WELL	WELL	WL
WELLS	WELLS	WLS
WELLS	WLS	WLS

**Table 2. Official United States
Postal Service Unit
Abbreviations**

Unit	Abbreviation
APARTMENT	APT
BASEMENT	BSMT
BUILDING	BLDG
DEPARTMENT	DEPT
FLOOR	FL
FRONT	FRNT
HANGAR	HNGR
LOBBY	LBBY
LOT	LOT
LOWER	LOWR
OFFICE	OFC
PENTHOUSE	PH
PIER	PIER
REAR	REAR
ROOM	RM
SIDE	SIDE
SLIP	SLIP
SPACE	SPC
STOP	STOP
SUITE	STE
TRAILER	TRLR
UNIT	UNIT
UPPER	UPPR

Table 3. Official United States Postal Service Two-Character State Abbreviations

State*	Abbreviation
ALABAMA	AL
ALASKA	AK
AMERICAN SAMOA	AS
ARIZONA	AZ
ARKANSAS	AR
ARMED FORCES AFRICA	AE
ARMED FORCES AMERICAS (EXCEPT CANADA)	AA
ARMED FORCES CANADA	AE
ARMED FORCES EUROPE	AE
ARMED FORCES MIDDLE EAST	AE
ARMED FORCES PACIFIC	AP
CALIFORNIA	CA
COLORADO	CO
CONNECTICUT	CT
DELAWARE	DE
DISTRICT OF COLUMBIA	DC
FEDERATED STATES OF MICRONESIA	FM
FLORIDA	FL
GEORGIA	GA
GUAM	GU
HAWAII	HI
IDAHO	ID
ILLINOIS	IL
INDIANA	IN
IOWA	IA
KANSAS	KS
KENTUCKY	KY
LOUISIANA	LA
MAINE	ME
MARSHALL ISLANDS	MH
MARYLAND	MD
MASSACHUSETTS	MA
MICHIGAN	MI
MINNESOTA	MN
MISSISSIPPI	MS
MISSOURI	MO
MONTANA	MT
NEBRASKA	NE
NEVADA	NV
NEW HAMPSHIRE	NH
NEW JERSEY	NJ
NEW MEXICO	NM
NEW YORK	NY
NORTH CAROLINA	NC
NORTH DAKOTA	ND
NORTHERN MARIANA ISLANDS	MP
OHIO	OH
OKLAHOMA	OK
OREGON	OR
PALAU	PW
PENNSYLVANIA	PA
PUERTO RICO	PR
RHODE ISLAND	RI
SOUTH CAROLINA	SC
SOUTH DAKOTA	SD
TENNESSEE	TN
TEXAS	TX
UTAH	UT
VERMONT	VT
VIRGIN ISLANDS	VI
VIRGINIA	VA
WASHINGTON	WA
WEST VIRGINIA	WV
WISCONSIN	WI
WYOMING	WY

*Includes military "states" and possessions