_____

Forms of Address

NB: Tables are provided as is. The publisher is not responsible or liable for errors or damage resulting from the use of these tables.

Highlighted text *indicates changes since the release of the previous version.*

The table *FormsOfAddress* contains strings which, found in addresses, indicate a personal form of address (also called a salutation or an honorific).

The data is provided in Windows code page 1252, complying to ISO-8859-1, MS-DOS code page 850. Diacritical characters (accents) for most Western European languages are reproduced in the table.

Notes: Forms of address chosen for inclusion do not necessarily apply to living people (e.g. "Saint"). Furthermore, in some cultures a job title, such as "Chairman" or "Teacher" may be used as a form of address. We have included a small number of these but have generally erred on the side of exclusion. Forms of address may be for multiple people (e.g. "Doctors").

Strings and wildcards

The wildcard **$** is used in the field ALTERN to show that the string is normally found concatenated to another string. Thus the form of address **SAINTE-$** might be found as **SAINTE-ANNA**.

The strings stored in the fields STANDAR_UP and STANDAR_DN are those that ensure the greatest consistency, without unnecessarily sacrificing data fullness. The fields FULL_UP and FULL_DN contain the full version of a string where the full version can be assumed from what is written in the ALTERN field. Thus, for the Dutch string BISSCHOP the table will contain:

Altern	Standar_up	Standar_dn	Full_up	Full_dn
BISSCH.	BISS.	Biss.	BISSCHOP	Bisschop
etc.	…	…	…	…

Date: 14/03/15   Prepared by: Graham Rhind

Version: 1.3 Quarter 2/2015

GRC Database Information

The STANDAR_UP and STANDAR_DN fields contain the most consistent acceptable abbreviation for these alternative forms, whilst the fields FULL_UP and FULL_DN contain the long versions, provided a long version can be extrapolated from an abbreviated version. Using all of this information, a company should be able to link all abbreviations and long forms which are linked to one another via their long or short forms, and apply rules as necessary depending on the needs of their database or their business rules.

Table structure

Field name	Field type	Field length	Contents
URN	Numeric	10	A **unique number** which the combination of data in this field. This number should be used as a reference if there are any queries about the data.
COUNTRY	Character	45	The **country name** in full.
GRCID	Character	3	A unique **country code** used by GRC Database Information
CONT	Character	3	A code indicating the **continent** upon which the country is. In some cases, where interpretations of continental location differ, or where a country may be interpreted as being on more than one continent, a continent has nevertheless been assigned. The codes used are: • AFR (Africa) • ANT (Antarctica) • ASI (Asia) • AUS (Australasia/Oceania) • EUR (Europe) • NAM (North America) • SAM (South America)
ISO2	Character	3	The **ISO 3166* 2-digit code** for this country.
ISO3	Character	3	The **ISO 3166* 3-digit code** for this country.
ISONUMERIC	Character	3	The **ISO 3166* 3-digit numeric code** for this country.
STANDAR_UP	Character	60	This is the (usually) **abbreviated upper-case version** of the alternative form of address string given in the field ALTERN.
STANDAR_DN	Character	60	This is the (usually) **abbreviated mixed-case version** of the alternative form of

			address string given in the field ALTERN.
FULL_UP	Character	60	This is the **full upper-case version** of the alternative form of address string given in the field ALTERN.
FULL_DN	Character	60	This is the (usually) **full mixed-case version** of the alternative form of address string given in the field ALTERN.
ALTERN	Character	60	An **alternative form** of the form of address string. This includes correct forms, abbreviated forms and common mis-typings. The compiler of this list has been very careful to exclude strings which may be confused with other string types in applying the data in this table to address databases in practice. The use of punctuation and casing has also been carefully applied to reduce application errors.
ENGLISH	Character	50	The **English translation** of the form of address.
GENDER	Character	1	The **gender** to which this form of address applies. This can be: <blank> unknown B Both F Female M Male
POSITION	Character	1	The **position** that the form of address is found in in relation to the personal name. P Prefixed S Suffixed

* Please note that the table contains separate entries for the entities Guernsey (GRCID: *GUE*), Jersey (GRCID: *JER*), Isle of Man (GRCID: *ISL*) and Somaliland (GRCID: *SOA*). None of these entities have an ISO 3166 code so for these entities only the GRCID country code has been assigned.

End

Graham Rhind
GRC Database Information

Date: 14/03/15
Version: 1.3 Quarter 2/2015

Prepared by: Graham Rhind

GRC Database Information