

Ghana

Postcode

Postcode type and position

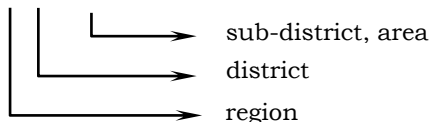
Two characters separated with dash from 3 or 4 digits to the right of locality name or post office name, depending on the size of the locality.

Digital address

A second possibility is the postal code extended by 4 additional digits as “unique address” within the area or postal code. In that case the postal code plus the unique address come together to form the unique “digital address”.

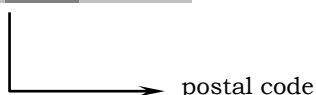
Coding method – postal code

GA-183



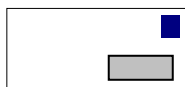
Coding method – digital address

GA-183-8164



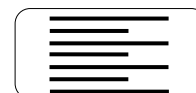
Position of the address on the envelope

Bottom right-hand corner



Alignment of address lines

Left-aligned



Address format

The address information should include:

- Line 1: full name of addressee;
- Line 2: street name, house or apartment number, and any other relevant information.
 - Relevant information can sometimes be written on an additional line;
- Line 3: post office name or locality name and postal code or digital address.
 - A post office name may have the same name as a locality;
- Line 4: district name or district capital name in some addresses
- Line 5: region name.
- Line 6: destination country;
- Line 7: mobile telephone number.

Examples

Home Delivery

Mr Derick Yeboah
No. 7 Asafoatse Nettey Road
Accra-Central GA-183-8164
GREATER ACCRA
GHANA

addressee
n° of thoroughfare + thoroughfare
post office + digital address
region
country

Mr Derick Yeboah
DTD 1234
Sakumono GT-372
Tema
GREATER ACCRA
GHANA
Tel: +233 22 111 1122

addressee
door
post office + postcode
district
region
country
telephone number

Ghana (suite)

Examples	Mr. John Kay Patrick Lumba Road, Airport Residential Area House No.: A/213, Airport GREATER ACCRA GHANA Tel: +233 22 111 1122	<i>addressee</i> <i>thoroughfare + area</i> <i>premises</i> <i>region</i> <i>country</i> <i>telephone number</i>
	<u>Organisation delivery</u> Ministry of Communications 5 th floor, MOC Office Complex Abdul Diouf Road, Ridge ACCRA GHANA	<i>organization</i> <i>floor + name of building</i> <i>thoroughfare + neighbourhood</i> <i>district</i> <i>country</i>
	<u>P.O. Box delivery</u> P.O. Box GP 1234 Accra-Central GA-183 GREATER ACCRA GHANA Tel: +233 22 111 1122	<i>p.o. box</i> <i>post office + postcode</i> <i>region</i> <i>country</i> <i>telephone number</i>
	<u>Poste Restante</u> G.P.O Post Office Accra-Central GA-183 GREATER ACCRA GHANA	<i>name of post office</i> <i>post office + postcode</i> <i>region</i> <i>country</i>
Contact	Ghana Post Company Limited No 7 Asafoatse Nettey Road General Post Office Accra Central GA-183-8164 GHANA	Tel: +233 (0) 302668138 E-mail: info@ghanapost.com.gh
Website	https://ghanapost.com.gh/	