

# Switzerland

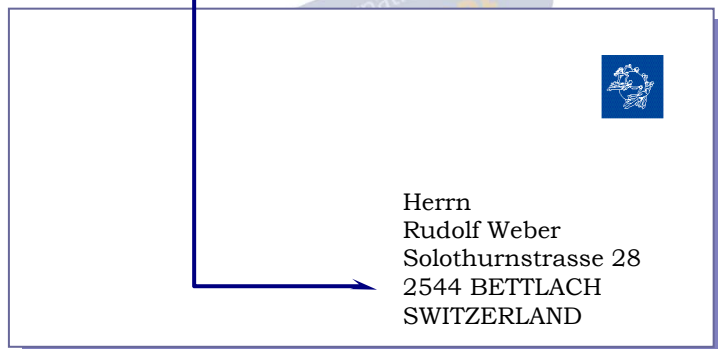
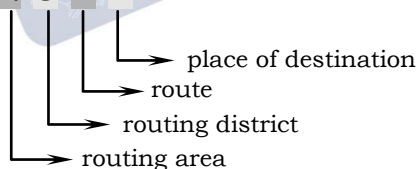
## Postcode

### Postcode type and position

4 digits to the left of locality name.

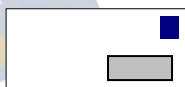
### Coding method

**2 5 4 4**



### Position of the address on the envelope

Bottom right-hand corner



### Alignment of address lines

Left-aligned



### Address format

In a P.O. box address, it is important to specify exactly the post office where the box is located (see examples). The P.O. box address should mention the box number.

#### Recommendations concerning fonts:

- height of characters: between 2 and 7 mm;
- space between address lines: at least 1 mm;
- pitch: between 6 and 12 characters per inch;
- space between characters: at least 0.4 mm (for whole height);
- matrix characters are permitted provided they consist of a large number of dots arranged very close together;
- proportionally spaced print is machine-processable.

When a locality name is not unique, the abbreviated name of the canton should be added afterwards (see examples).

### List of cantons and their abbreviations

AG Aargau  
 AR Appenzell AusserRhoden  
 AI Appenzell Inner-Rhoden  
 BL Basel-Landschaft  
 BS Basel-Stadt  
 BE Bern  
 FR Fribourg  
 GE Geneva  
 GL Glarus  
 GR Graubunden  
 JU Jura  
 LU Luzern  
 NE Neuchâtel

NW Nidwalden  
 OW Obwalden  
 SG Sankt Gallen  
 SH Schaffhausen  
 SZ Schwyz  
 SO Solothurn  
 TG Thurgau  
 TI Ticino  
 UR Uri  
 VS Valais  
 VD Vaud  
 ZG Zug  
 ZH Zürich

### Examples

Herrn  
 Rudolf Weber  
 Solothurnerstrasse 28  
 2544 BETTLACH  
 SWITZERLAND

*name of addressee  
 street name and number  
 postcode + name of town  
 country*

Sandoz SA  
 Rue de Bourgogne 5  
 Case postale 12  
 1211 GENEVA 6  
 SWITZERLAND

*name of addressee  
 street name and number  
 P.O. Box + number  
 postcode + name of town + post office number  
 country*

## Switzerland (cont.)

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**Examples (cont.)** Monsieur  
Fernand Genoud  
Rue du Marché 8  
1556 CERNIAZ VD  
SWITZERLAND

*name of addressee*  
*street name and number*  
*postcode + name of town + canton abbreviation*  
*country*

**Contact** Die Schweizerische Post  
PostMail  
Produkt Management  
Viktoriastrasse 21  
3030 BERNE  
SWITZERLAND

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**Website** [www.poste.ch](http://www.poste.ch)

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