### Qatar

**Position of the address on the envelope**  
Bottom right-hand corner

**Alignment of address lines**  
Left-aligned

**Address format**  
Mail delivery is achieved through PO boxes. Address information should be laid out on at least 3 lines with a maximum of 5 lines. Space around the address should be left clear from colours and frames. Water mark background, dark or colored envelopes as well as staples or metal object on envelopes should be avoided. PO Box, City and country name should be written in English. The locality name Doha shall be written on every mail item.

**Example**  
Mr. Abdullah Al Muraikhi  
PO. Box. 3263  
DOHA  
QATAR  
Company ABC  
M. Chairman  
PO Box 123456  
DOHA  
QATAR

**Company name**  
addressee

**Address lines**  
PO Box number

**Locality name**  
locality name

**Country name**  
country name

**Contact**  
Q-Post, General Postal Corporation  
Quality Management Center  
PO Box 25250  
DOHA  
QATAR

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**Fax:** (+974) 4835 115  
**E-mail:** quality@qatarposts.com

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