



# S42

## International Addressing Standards

POST\*CODE® - Universal Postal Union

### S42 – easy access and implementation of international address formats.

Easy access to standardized international address formats is essential for effective delivery of cross-border mail. To speed up and ensure delivery of domestic and cross-border mail, the S42 Addressing Standards provides international address formats in one place and in one computer readable language.

#### Who can benefit from S42?

Postal agencies from any country in the world will benefit most by adopting an addressing standard and developing a template to share with all of their customers. The bottom line is that they will save time and money when processing both their domestic and inbound international mail.

The other group that will benefit greatly are companies that send out large volumes of mail – both domestically and across international borders.

The following are just some of the ways that each of these two groups will be helped by adopting an S42 template.

#### Benefits to postal operators

- . Reduce operational costs of processing mail
- . Increase postal revenue with new ability to process a higher volume of international business mail
- . Reduce undeliverable mail saving time
- . Simplify database management by allowing both domestic and foreign addresses to be stored in one database
- . Improved address data quality

#### Benefits to mailers

- . Increase deliverability rate of mail
- . Address logic can be built into existing mailing software
- . Improve data quality
- . Increase response rates for direct mail

#### What is S42?

The S42 international addressing standard comprises of a generic list of address elements (used in all UPU member countries) and country-specific templates that tell users **how to transform address elements into an accurately formatted address**. In other words, a country defining its S42 template provides precise information about its address elements and formats. This can be incorporated into software programs to manage addresses.

Many countries with diverse address systems are already participating in this effort.

#### For example

Consider street address line structures of these three countries:

France	25 RUE DE L'ÉGLISE
Great Britain	27 John Street
Germany	Wacholderweg 52a

Each of these has street number, street name and street type but in different order. S42 templates will put them in the right order for each country.

S42 Address templates will be developed for each country.  
It's quick, easy to start and delivers significant benefits!

#### How to begin

##### Step 1 – Contact Us

It is easy to start the process of developing a standard addressing format template. All you have to do is contact us at S42@upu.int

##### Step 2 – Template development

These templates are built collaboratively by the representative of the country and the S42 experts. We use fictitious data so that no actual data is required, which eliminates any privacy or security issues.

##### Step 3 – Approval by the country

The final address template for your country will be approved and signed off by you.

#### S42 Recognition program

The S42 recognition program has been designed to raise operators' awareness on the value of S42 and to publicly recognize countries participating in the program.

The Certificate of Recognition is granted to a country who has developed an agreed upon address template. This certificate, which remains valid for three years, is given during an official ceremony attended by official country representatives.



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## S42 - address elements and formats

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