

Ireland

Postcode

Postcode type and position

7 alphanumeric characters below the name of the locality with a space after the first 3 alphanumeric characters

Coding Method

T37 F8HK

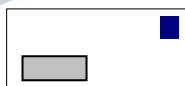
unique identifier

routing key (defines principal post town span of delivery)

MS M SULLIVAN
56 BROOMFIELD
MACROOM
CO. CORK
T37 F8HK
IRELAND

Position of the address on the envelope

Bottom left-hand corner



Alignment of address lines

Left-aligned



Address format

A standard address is in the following format:

- line 1: name of addressee;
- line 2: name of organization;
- line 3(a): house number and thoroughfare name
- line 3(b): house name and street name on a separate next line if thoroughfare is named
- line 4: name of locality;
- line 5: name of locality (post town), expressed with a postal district number for Dublin postal districts where applicable;
- line 6: name of county (unless identical to name of town);
- line 7: postcode (Eircode).
- line 8: name of country.

The following rules should be followed when writing the address:

- avoid punctuation marks, underlining and handwritten addresses;
- the recommended character font is Arial (black text on white ground); however, Cen 11, 12 or 13 point fonts are preferred, with a tone value of 10, 11 or 12;
- the address lines should ideally be 3 mm apart, up to a maximum spacing of 4 mm;
- all characters should be of the same size and style;
- there should be no more than 32 characters per line, not counting spaces;
- any empty lines are deleted.

Return address

All mail must include the sender's address. These rules should be observed:

- the sender's address should appear on the front upper left-hand corner of the envelope;
- no line should exceed 80 mm in length and font size 8 is preferred;

Examples

MS M SULLIVAN
56 BROOMFIELD
MACROOM
CO. CORK
T37 F8HK

addressee
premises + street
locality
county
postcode (Eircode)

Ireland (cont.)

Examples (cont.)

IRELAND
Ms. M Sullivan
BALLINROAMIN
THURLES
CO. TIPPERARY
A65 TF12
IRELAND

country

addressee
building
locality
county
postcode (Eircode)
country

Ms. M Sullivan
21 STONEWALL DRIVE
DUBLIN 24
D24 TF12
IRELAND

addressee
premises + street
postal district
postcode (Eircode)
country

Abbreviation

Abbr.
CO./Co.

Full name

County

Contact

An Post
International Section
Dublin Mail Center
Oak Rd
DUBLIN 12
D12 V4AC
IRELAND

Tel: (+353 1) 705 97 83
Fax: (+353 1) 705 07 63

Website

www.anpost.ie/AnPost/

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