



## Preferred addressing formats – EUROPE

**Austria**

Herr Franz Huber  
Beethovenstrasse 12  
1010 WIEN  
AUSTRIA

**Belgium**

Mr Willy Janssens  
Lange Stationsstraat 352  
3000 LEUVEN  
BELGIUM

M. Emile Dubois  
Rue du Diamant 215  
4800 VERVIERS  
BELGIUM

**Denmark**

Mr Thor Nielsen  
Tietgensgade 137  
8800 VIBORG  
DENMARK

Mr Torben Raldorf  
PO Box 100  
COPENHAGEN  
1004 VIBORG  
DENMARK

**Finland**

Mr Asko Teirila  
PO Box 511  
39140 AKDENMAA  
FINLAND

**France**

M. Robert MARIN  
Rue de l'Eglise  
Dunes  
82340 AUVILLAR  
FRANCE

Mme Marie PAGE  
23 Rue de Grenell  
75700 PARIS CEDEX  
FRANCE

*When addressing mail to France,  
write the addressee's surname in  
CAPITAL letters.*

**Germany**

Mrs F Meier  
Weberstr. 2  
53113 BONN 1  
GERMANY

Mr P Kunde  
Lange Str. 12  
04103 LEIPZIG  
GERMANY

*Germany has strict rules about  
receiving mail, which, if ignored, may  
result in your mail being returned to  
you with **no** attempt at delivery.  
When addressing mail to Germany,  
**always:***

*- Use the new five-digit postcode  
(using an old four-digit postcode  
will cause delay)*

*- Put the postcode before the town  
name*

*- Put the house number after the  
street name*

**Greece**

Mr George Latsis  
Alkamenou 37  
117 80 ATHENS  
GREECE

**Iceland**

Mr Jon Jonsson  
Einimel 80  
107 REYKJAVIK  
ICELAND

**Republic of Ireland**

Mr Gerard Carey  
45 O'Connell Street  
DUBLIN 1  
REPUBLIC OF IRELAND  
*(Only Dublin has postcodes)*

**Italy**

Sig. Esteba Macari  
via Garibaldi 16  
47037 RIMINI RN  
ITALY

**Luxembourg**

M. Jaques Muller  
71 route de Longway  
4750 PETANGE  
LUXEMBOURG

**Monaco**

As France

**The Netherlands**

Mr J van Dieten  
Morsstr 111  
2312 BK LEIDEN  
THE NETHERLANDS

**Norway**

Herr Hans Hansen  
Svingen 22  
9230 BEKKEHAUG  
NORWAY

**Portugal**

Senhor Carlos Manuel Pereira  
Av das A'Augsa Livres  
Monte Trigo  
7220 PORTEL  
PORTUGAL

Rosalina Silva  
R Conde Redondo 80  
1192 LISBOA CODEX  
PORTUGAL

**Spain**

Sra Ana Jimenez  
Mimbreras 4  
03201 ELCHE (Alicante)  
SPAIN

*The province should be included in  
(brackets) after the town.*

**Sweden**

Fru Inger Lilja  
Vasavagen 3 4tr  
582 20 LINKOPING  
SWEDEN

**Switzerland**

M. Andre Perret  
Schanzenstrasse 7  
3030 BERNE  
SWITZERLAND

**Note**

The above preferred formats are as  
defined by each individual country.