Data Element Number: 200640
Data Element Name: Address, Mailing

The employee’s mailing address:

(25 characters) - Street number and name, P.O. box, or route and box number

(10 characters) - Apartment number, building number, etc.

(20 characters) - City and state. Positions 19-20 must be a two-character state code. (See attached table of state codes in Appendix H.)

(9 characters) - Zip code left justified.

NOTE: These are fixed fields.

<table>
<thead>
<tr>
<th>Code</th>
<th>Definition/Example</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Not applicable for this element</td>
</tr>
</tbody>
</table>

Length: 64
Data Type: Alphanumeric
Year Implemented: 9192
State Standard: No
Use Types:
  - State Reporting: Yes
  - Local Accountability: Yes

Formats Required:
  - Staff Payroll Information DB9 30x

Surveys Required:
  - Survey 2: Yes
  - Survey 3: Yes

Appendixes:
  - Appendix H: State Codes

Description of Changes: None