

UNITED STATES

GOVERNMENT PRINTING OFFICE

Style Manual

(ABRIDGED)

JANUARY 1967



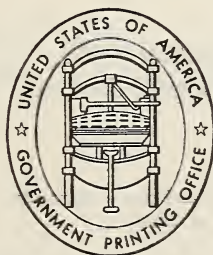
UNITED STATES
GOVERNMENT PRINTING OFFICE

Style Manual

(ABRIDGED)

ISSUED BY THE PUBLIC PRINTER
UNDER AUTHORITY OF SECTION 51 OF AN ACT
OF CONGRESS APPROVED JANUARY 12, 1895

Revised Edition, January 1967



WASHINGTON : 1967

UNITED STATES
GOVERNMENT PRINTING OFFICE
STYLE BOARD

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UNDER DIRECTION OF THE PUBLIC PRINTER

JAMES L. HARRISON

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APPROVED BY
THE JOINT COMMITTEE
ON PRINTING



CONGRESS OF THE UNITED STATES,
JOINT COMMITTEE ON PRINTING,
Washington, December 12, 1966.

DEAR SIR: Receipt is acknowledged of the proof pages of the Government Printing Office STYLE MANUAL for inspection and approval.

The STYLE MANUAL as compiled and submitted is approved by the Joint Committee on Printing.

Respectfully,

CARL HAYDEN,
Chairman.

To the PUBLIC PRINTER,
Government Printing Office.

EXTRACT FROM THE
PUBLIC PRINTING LAW

OF JANUARY 12, 1895

+

SECTION 51. THE FORMS AND STYLE IN WHICH THE PRINTING OR BINDING ORDERED BY ANY OF THE DEPARTMENTS SHALL BE EXECUTED, AND THE MATERIAL AND THE SIZE OF TYPE TO BE USED, SHALL BE DETERMINED BY THE PUBLIC PRINTER, HAVING PROPER REGARD TO ECONOMY, WORKMANSHIP, AND THE PURPOSES FOR WHICH THE WORK IS NEEDED (U.S.C., TITLE 44, SEC. 216).

PREFACE

By act of Congress the Public Printer is authorized to determine the form and style of Government printing. The *STYLE MANUAL* is the product of many years of public printing experience, and its rules are based on principles of good usage and custom in the printing trade. In addition, the *MANUAL* attempts to keep abreast of and sometimes anticipate changes in orthography, grammar, and type production. It has grown with Government and the ever-expanding body of language with new terms and expressions.

Essentially, it is a standardization device designed to achieve uniform word and type treatment, and aiming for economy of word use. Such rules as are laid down for the submission of copy to the GPO point to the most economical manner for the preparation and type-setting of manuscript. Following such rules eliminates the need of additional chargeable processing by the GPO.

For the purposes of this *MANUAL*, printed examples throughout this volume are to be considered the same as the printed rules.

It should be remembered that the *MANUAL* is primarily a GPO printers stylebook. Easy rules of grammar cannot be prescribed, for it is assumed that editors are versed in correct expression. As a printers book, it necessarily uses terms which are obvious to those skilled in the graphic arts. A glossary of such printing terms to be complete would unnecessarily burden the *MANUAL*. (See bibliography on pp. 2-3.)

Its rules cannot be regarded as rigid, for the printed word assumes many shapes and variations in type presentation. An effort has been made to provide complete coverage of those elements which enter into the translation of manuscript into type.

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IDEAL COPY FOR PRINTER

Below is an example of a manuscript page showing double-spaced copy, copy preparation, type size and line width, leading, initial and display type marked, and proper placement of footnote. Page is complete and requires no copycutting. Tabular matter and illustrations should be submitted on separate sheets. (See rules 1.2, 1.5, 1.6, p. 1; 2.1, p. 7.)

10 pt

26½ pi F. I. C. Leaded

6-pica link

21

new odd page

CHAPTER 2 case 865 Cslc ctr

AUTHOR'S ALTERATIONS COST MONEY AND CAUSE DELAY ✓ case 865 capactr

□ It is very tempting to make alterations to proofs. You can delete a word here . . . change a phrase there . . . put a comma somewhere else: there seems nothing to it! □ case 862

2 line case 867 initial

In fact, each alteration or addition means laborious and therefore costly work for the printer. Every single letter and punctuation mark and space in a proof is represented by a tiny piece of metal called "type" or it may be a solid line of type (Linotype), which will be reset. Each correction may produce further errors. In addition, every time the form has to be unlocked there is always the possibility that the pieces of type will slip out of position and cause misprints.

3 Leads Expensive afterthoughts/ Case 862 Fl. left lc

Every alteration made in a proof means higher printing costs. No less important, they mean a delay which may result in postponement of publication date.

Author's alterations should be kept to the absolute minimum. printers' proofs are intended for checking, not for alteration.

It has been said that authors would dispense with most of their alterations if they had to pay on the spot for making them.

Most of the alterations made on proofs are avoidable because they should have been made on the manuscript before typesetting began. Too often an author thinks "Oh! never mind, I can always alter it on the proof." This attitude is disastrous—it leads straight to extra costs. Even the simplest change, so easy to make on a proof, is time-wasting and costly to carry out.

Manuscript preparation should follow this Style Manual. c+s

8 pt. footnote

JOHN DOE, Printing Superintendent.

Reprinted by courtesy of the British Federation of Master Printers, in collaboration with the Publishers Association.

1. SUGGESTIONS TO AUTHORS AND EDITORS

1.1. This **STYLE MANUAL** is intended to facilitate Government printing. Careful observance of the following suggestions will aid in expediting publication and in reducing printing expenditures.

1.2. Copy must be carefully edited in accordance with the style laid down herein before being sent to the Government Printing Office. Changes on proofs add greatly to the expense and delay the work.

1.3. Legible copy, not faint carbon copies, must be furnished. This is essential in foreign-language copy and in copy containing figures.

1.4. Copy should be sent flat, with the sheets numbered consecutively, and typewritten on one side of the paper only. If both sides of reprint copy are to be used, a duplicate must be furnished.

1.5. To avoid mutilation of copy, each page should begin with a paragraph.

1.6. Tabular matter and illustrations should be on sheets separate from the text, as each is handled separately during typesetting.

1.7. Proper names, signatures, figures, foreign words, and technical terms should be written plainly.

1.8. Manuscript and typewritten copy in a foreign language should be marked accurately as to capitalization, punctuation, accents, etc.

1.9. Footnote reference marks in text and tables should be arranged consecutively from left to right across each page.

1.10. Photographs, drawings, legends, etc., for illustrations should accompany the manuscript, each bearing the name of the publication in which it is to be inserted and the figure or plate number. The proper place for each text figure should be indicated on the copy by inserting its number and title. If the legends are placed on one or two sheets of the manuscript copy, it is preferable that the copy for the legends be placed at the beginning of the manuscript to facilitate the placing of the legends in the proper position.

1.11. A requisition for work containing illustrations must be accompanied by a letter certifying that the illustrations are necessary and relate entirely to the transaction of public business (44 U.S.C. 118). The total number of illustrations and the processes of reproduction desired should also be indicated. Instructions should be given on the margin of each illustration if enlargement or reduction is necessary.

1.12. If a publication is composed of several parts, a scheme of the desired arrangement must accompany the first installment of copy.

1.13. Samples should be furnished if possible. They should be plainly marked, showing the desired type, size of type page, illustrations if any, paper, trim, lettering, or binding; but they will not be considered as style for typesetting if they conflict with the rules in this **STYLE MANUAL**.

1.14. To expedite work production, avoid use of limited-equipment typefaces on text composition wherever possible. Special typefaces (usually faces other than Modern roman) with few fonts delay typesetting production. Refer to GPO Specimens of Type Faces (p. 2) to determine extent of type supply.

1.15. In looseleaf or perforated-on-fold work, indicate folio sequence, including blank pages, by circling in "blue." Begin with first page of text (title). Do not folio separate covers and/or dividers.

1.16. Indicate on copy if separate or self cover. When reverse printing in whole or in part is required, indicate if solid or in tone.

1.17. Avoid use of oversize fold-ins wherever possible. This can be done by splitting a would-be fold-in and arranging the material to appear as facing pages in the text. Where fold-ins are numerous and cannot be split, consideration should be given to folding and inserting these into an envelope pasted to inside back cover.

1.18. Every effort should be made to keep complete jobs of over 4 pages to signatures (folded units) of 8, 12, 16, 24, or 32 pages. Over two blank pages at end should be avoided where possible.

1.19. Indicate alternate choice of paper on requisition. Wherever possible, confine choice of paper to general use items carried in inventory as shown in GPO Paper Catalog.

1.20. When nonstandard trim sizes and/or type areas are used, indicate head and back margins desired. Otherwise, GPO will determine margins. The GPO Letterpress and Offset Printing Standards (also included in GPO Layouts for Imposition) are to be followed wherever possible. (See "Imposition," p. 16.)

1.21. Avoid "bleed" cuts wherever possible.

1.22. On return of galley proofs for page makeup, departments should submit copy for running heads and numbering sequence of folios, including preliminary pages.

1.23. All corrections should be made on first proofs submitted, as later proofs are intended for verification only. All corrections must be indicated on the "R" set of proofs, and only that set should be returned to the Government Printing Office.

1.24. Corrections should be marked on the margins of a proof opposite the indicated errors, not by writing over the print or between the lines. All queries on proofs must be answered.

1.25. The following related Government Printing Office and departmental publications are available from the Superintendent of Documents, Washington, D.C. 20402:

Word Division, a supplement to Government Printing Office Style Manual, sixth edition (1962), 192 pages.

Basic rules for division of words; division into syllables of about 20,000 words.

Specimens of Type Faces in the U.S. Government Printing Office (revised edition in preparation).

Specimens of typefaces for Government editors, printers, and authors; varieties and sizes available; special signs, ornaments, and characters; and rules and borders. Includes Fotosetter typefaces.

Typography and Design, apprentice training series (intermediate period), 187 pages.

Twenty-four lectures, with questions for study and discussion, books for reading, and suggested projects.

Theory and Practice of Composition, apprentice training series (orientation period), 254 pages.

Forty lectures on type composition, with questions for study and discussion, books for supplementary reading, suggested projects, and a glossary.

Theory and Practice of Presswork, apprentice training series (orientation period), 248 pages.

Forty lectures, with questions for study and discussion, books for supplementary reading, and suggested projects.

Theory and Practice of Bookbinding, apprentice training series (orientation period), 246 pages.

Forty lectures, with questions for study and discussion, books for supplementary reading, and suggested projects.

Layouts for Flat-Bed, Rotary, and Web Press Imposition, 202 pages. Illustrated.

Most frequently used layouts of faceup impositions; types of folds; and a signature-size chart, with index.

U.S. Government Correspondence Manual.

Designed to standardize Government correspondence for uniform format, styles of addresses, salutations, and closings. Prepared by Government Interdepartmental Committee.

Bureau of the Census Manual of Tabular Presentation, 266 pages.

An outline of theory and practice in the presentation of statistical data in tables for publications.

Printer 1 & C, Navy Training Courses, NavPers 10458, 650 pages. Illustrated.

Describes various printing processes, including Linotype, coldtype composition, press, and bindery operations. Discusses typography, layout, and copy preparation. In addition, an explanation of engraving and lithographic processes. A glossary of graphic arts terms is included.

Lithographer 3 & 2, volume 1, Navy Training Courses, NavPers 10452, 584 pages. Illustrated.

Offers a brief history of lithography. Discusses copy preparation, photographic equipment and processing. Also describes stripping, plate graining, and platemaking operations, with a glossary of terms used.

Lithographer 3 & 2, volume 2, Navy Training Courses, NavPers 10453, 608 pages. Illustrated.

This volume continues the subject, with emphasis on operation and maintenance of letter and offset presses, in addition to folding machines. Glossary.

Lithographer 1 & C, Navy Training Courses, NavPers 10454, 336 pages.

Extends discussion of lithography covered in the two volumes above. Further treatment of copy preparation, dummies, camera work, platemaking, presswork and inks, and photoengraving. Glossary.

Guide for Preparation of Air Force Publications, AF Manual 5-1, 171 pages. Illustrated.

Offers suggestions on writing. Describes graphic arts procedures, in addition to artwork preparation, pasteup, reproduction, etc.

Guide for Air Force Writing, AF Manual 11-3, 133 pages.

The U.S. Air Force Dictionary, 578 pages.

Journalist 3 & 2, Navy Training Courses, NavPers 10294, 201 pages. Illustrated.

Manual covers news writing and photography, copy editing, printing, and radio and television. A glossary of journalism, radio, and printing terms is included.

Plain Letters, National Archives and Records Service, General Services Administration, 47 pages.

Directed at those who write and sign letters. Offers writing shortcuts and how to avoid clichés in writing.

Form Letters, National Archives and Records Service, General Services Administration, 33 pages.

Basic elements of form-letter design. Describes use of form letters to replace formal correspondence.

1.26. Corrections in proofs read by authors or department readers must be indicated as follows:

PROOFREADER'S MARKS

⊙	Insert period	<i>Caps.</i>	Caps—used in margin
↖	Insert comma	≡	Caps—used in text
:	Insert colon	<i>C+SC</i>	Caps & small caps—used in margin
;	Insert semicolon	≡	Caps & small caps—used in text
?	Insert question mark	<i>l.c.</i>	Lower case—used in margin
!	Insert exclamation mark	/	Lower case—used in text
=/	Insert hyphen	<i>w.f.</i>	Wrong font
∨	Insert apostrophe	⊖	Close up
∨∨	Insert quotation marks	⊘	Delete
✱	Insert 1-en dash	⊗	Close up and delete
✱	Insert 1-em dash	⊙	Correct the position
#	Insert space	⌋	Move right
<i>ld</i>	Insert lead	⌈	Move left
<i>skill</i>	Insert virgule	⌈	Move up
∨	Superior	⌋	Move down
∧	Inferior		Aline vertically
(/)	Parentheses	=	Aline horizontally
[/]	Brackets	⌋⌈	Center horizontally
□	Indent 1 em	⌈⌋	Center vertically
□□	Indent 2 ems	⌋	Push down space
¶	Paragraph	⌋	Use ligature
<i>no¶</i>	No paragraph	<i>sq. #</i>	Equalize space—used in margin
<i>tv</i>	Transpose—used in margin	✓✓✓	Equalize space—used in text
~	Transpose—used in text	✓	Decrease space
<i>sp</i>	Spell out	<i>stt.</i>	Let it stand—used in margin
<i>ital</i>	Italic—used in margin	Let it stand—used in text
—	Italic—used in text	⊗	Dirty or broken letter
<i>b.f.</i>	Boldface—used in margin	<i>run over</i>	Carry over to next line
<i>~~~~</i>	Boldface—used in text	<i>run back</i>	Carry back to preceding line
<i>l.c.</i>	Small caps—used in margin	<i>copy out</i>	Something omitted—see copy
≡	Small caps—used in text	<i>Du?</i> ⊙	Question to author
<i>rom.</i>	Roman type	∧	Caret—General indicator used to mark exact position of error in text.

TYPOGRAPHICAL ERRORS } 6th pt. ital. caps

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It does not appear that the earliest printers had any method of correcting errors before the form was on the press. The learned ~~The learned~~ correctors of the first two centuries of printing were not proofreaders in our sense; they were rather what we should term office editors. Their labors were chiefly to see that the proof corresponded to the copy, but that the printed page was correct in its latinity ~~that the words were there~~, and that the sense was right. They cared but little about orthography, bad letters, or purely printer's errors, and when the text seemed to them wrong they consulted fresh authorities or altered it on their own responsibility. Good proofs, in the modern sense, were ~~not possible~~ until professional readers were employed; men who had first a printer's education, and then spent many years in the correction of proof. The orthography of English, which for the past century has undergone little change, was very fluctuating until after the publication of Johnson's Dictionary, and capitals, which have been used with considerable regularity for the past 80 years, were previously used on the miss or hit plan. The approach to regularity, so far as we have, may be attributed to the growth of a class of professional proofreaders, and it is to them that we owe the correctness of modern printing. More errors have been found in the Bible than in any other one work. For many generations it was frequently the case that Bibles were brought out stealthily, from fear of governmental interference. They were frequently printed from imperfect texts, and were often modified to meet the views of those who published them. The story is related that a certain woman in Germany, who was the wife of a printer, and had become disgusted with the continual assertions of the superiority of man over woman which she had heard, hurried into the composing room while her husband was at supper and altered a sentence in the Bible, which he was printing, so that it read Narr instead of Herr, thus making the verse read "And he shall be thy fool" instead of "And he shall be thy lord." The word, not was omitted by Barker, the King's printer in England in 1632, in printing these seventh commandment. He was fined £3,000 on this account.

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2. GENERAL INSTRUCTIONS

PREPARING COPY

2.1. The first duty of copy preparers is to mark those things which are not readily understood and to indicate headings, indentions, dashes, new pages, new odd pages, and other matters of style necessary to give the completed book a good typographic appearance. They must indicate point size and type series on copy, and whether matter is to be leaded or double leaded, etc.; verify folio numbers; and plainly indicate references, footnotes, cut-ins, etc. Unless otherwise marked: (1) Text matter will be set in 10-point solid and tables in 6-point solid (tables in leaded matter will also be set solid); (2) 9-unit figures will be used in tables when boldface is requested; (3) 2-point (hairline) rules will be used in tables.

2.2. Quoted or extract matter, and lists should be set 2 points smaller than text, and quotation marks at beginning and end of paragraphs should be omitted. If the same type size is used, quoted matter should be cut in 1 to 3 ems, depending on measure, and initial and closing quotes should be omitted; this does not apply to congressional work.

“Follow,” “follow literally,” etc.

2.3. Excerpts for hearings (8 pt.) and the Record (6½ pt.) will be set “Fic. & punc.” (follow including capitalization and punctuation). Obvious errors will be corrected. In all quoted amendments and excerpts of bills and in reprinting bills, bill style is to be followed at all times. Datelines, address lines, signature lines, tables, and leaderwork are to be prepared according to *STYLE MANUAL*. In addition, copy in all caps will be changed to lowercase.

The difference between “Fol. lit.” and “Fic. & punc.” is explained, thus:

In “Fol. lit.” (follow literally) copy, we do not make any changes.

In “Fic. & punc.” (follow, including capitalization and punctuation) copy, we correct *obvious* errors.

2.4. In congressional hearings, the name of interrogator or witness who continues speaking is repeated following a case 14 head, a paragraph enclosed in parentheses, a paragraph enclosed in brackets.

In a case 14 head, the title “Mr.” is not used, and “the honorable” preceding name is shortened to “Hon.” Street addresses are also deleted. Example: “Statement of Hon. John P. Blank, Member of American Bar Association, Washington, D.C.”

2.5. To prevent confusion and delay and to insure economy in printing, all copy that bears no preparation by the requisitioning agency will be set in accordance with the rules laid down in this *STYLE MANUAL*, with which editors and compilers are expected to become familiar, except that in some classes of printing of a legal, technical, or historical nature it may be necessary to adhere strictly to the original text, and the requisitioning office may then properly mark such copy “Fol.” or “Fol. lit.”

2.6. Copy marked "Fol." will be followed with respect to verbal expression, abbreviations, signs, symbols, figures, and italic, but not with respect to punctuation (including compounding) or capitalization. In "Fol." matter any spelling (not including compounding) is permissible that has the sanction of any dictionary.

2.7. Copy authorized to be marked "Fol. lit." must be thoroughly prepared by the requisitioning agency as to capitalization, punctuation (including compounding), abbreviations, signs, symbols, figures, and italic, and such copy, including even manifest errors, will be followed. "Fol. lit." does not include size and style of type.

2.8. Follow the position of quotation marks in relation to other punctuation marks in matter marked "Fol. lit." and "Fol., incl. caps and punc." Abbreviations with points (as in U.S.C., U.S., r.p.m., i.e.) close up. Abbreviations also close up in "Fol. lit." matter, unless prepared with spaces. (See rule 10.7, p. 153.)

2.9. Paragraph or section numbers (or letters) followed by figures or letters in parentheses will close up, as "section 7(B)(1)(a)," "paragraph 23(a)," "paragraph b(7)," "paragraph (a)(2)"; *but* section 9(1) (a) and (b); section 7 a and b. In case of an unavoidable break, division will be made after elements in parentheses, and no hyphen is used. However, if spaces are prepared in "Fol. lit." matter, copy will be followed.

2.10. "Bill style" copy will follow the style of the Government Printing Office Bill Style Manual, which conforms to this STYLE MANUAL in many particulars, such as the use of figures in dates; sums of money; percentages; the numbers of articles, chapters, lines, pages, paragraphs, parts, sections, and volumes; the classification of vessels (A 1); and all other instances where *numbered* is used or implied. Punctuation as prepared must be followed.

2.11. It is not necessary to mark again anything that has been plainly indicated at the beginning of a sheet, as such preparation is to apply to the entire sheet; *but* on copy marked "Fol.," "Fol., incl. caps," or "Fol. lit.," the preparation must be carried throughout.

2.12. Copy ordered to be kept clean and returned intact must be marked as lightly as possible, so that erasures may be easily made.

2.13. Copy preparer's instructions, which accompany each job, are written to cover the general style and certain peculiarities or deviations from style. These instructions must be followed. The copy preparer must not deviate from the style laid down in this STYLE MANUAL unless authorized to do so by the Chief Copy Preparer.

Abbreviations

2.14. In marking abbreviations to be spelled, preparers must show what the spelled form should be, unless the abbreviations are common and not susceptible of more than one construction. An unfamiliar abbreviation, with spelled-out form unavailable, is not changed.

Bibliographies or references

2.15. There are many styles available to bibliographers, for there are many classes of documents. A Government bulletin citation, according to one authority, would be treated as follows:

Author's name (if the article is signed); title of article (in quotation marks); the publication (usually in italic), with correct references to volume, number, series, pages, date, and publisher (U.S. Govt. Print. Off.).

Therefore the example would read:

U.S. Department of the Interior, "Highlights in history of forest and related natural source conservation," *Conservation Bulletin*, No. 41 (serial number not italic). Washington, U.S. Dept. of the Interior (or U.S. Govt. Print. Off.), 1966. 1 p. (or p. 1).

Another Government periodical citation would read as follows:

Reese, Herbert Harshman, "How To Select a Sound Horse," *Farmers' Bulletin*, No. 779, pp. 1-26 (1917), U.S. Dept. of Agriculture.

Clarity may be maintained by capitalizing each word in book titles, but only the first word in the title of articles.

Other examples are:

Preston W. Slosson, *The Great Crusade and After: 1914-1928* (New York: Macmillan, 1930)

Edward B. Rosa, "The economic importance of the scientific work of the government," *J. Wash. Acad. Sci.* 10, 342 (1920)

Preston W. Slosson, *The Great Crusade and After: 1914-1928* (New York: Macmillan, 1930)

Edward B. Rosa, "The Economic Importance of the Scientific Work of the Government," *J. Wash. Acad. Sci.* 10, 342 (1920)

Note that the principal words in both book titles and titles of articles are capitalized.

The science of bibliography is covered in many texts, and the following references are available for study:

Bibliographic Procedures and Style: A Manual for Bibliographers in the Library of Congress. Superintendent of Documents, Washington, D.C. 20402. Price, \$0.70.

Better Report Writing, by Willis H. Waldo. Reinhold Publishing Corp., New York.

Macmillan Handbook of English, by John M. Kierzek. Macmillan Co., New York.

A Manual of Style, University of Chicago Press, Chicago.

Suggestions to Authors of the Reports of the U.S. Geological Survey. Superintendent of Documents, Washington, D.C. 20402. Price, \$1.75.

Words Into Type, Appleton-Century-Crofts, New York.

Capitalization

2.16. Unusual capital and lowercase letters must be indicated.

Datelines, addresses, and signatures

2.17. Copy preparers must mark caps, small caps, italic, abbreviations, and indentions; also indicate line breaks where necessary.

Decimals and common fractions

2.18. In figure columns containing decimals or common fractions, preparers must indicate at the top of each folio of a continued table the "clear" or space necessary to preserve proper alignment. The "clear" indicated for decimals does not include the bearoff.

"Et cetera," "etc.," "and so forth"

2.19. In printing a speaker's language, the words *and so forth* or *et cetera* are used—not the abbreviation *etc.* If a quoted extract is set in type smaller than that of the preceding text and the speaker has summed up the remainder of the quotation with the words *and so forth* or *et cetera*, these words should be placed at the beginning of the next line, flush and lowercase, and an em dash should be used at the end of the extract.

Folioing and stamping copy

2.20. Folio numbers should be placed in the upper right-hand corner, preferably half an inch from the top.

2.21. All other stamping—type size, measure, etc.—should be placed in the upper left-hand corner. On cards, any available space may be used.

2.22. Divided tables that have to be cut or that continue on more than one sheet of copy must be folioed down the first divide to the end of the table and continue on the next and following divides to the end. Parallel tables and pasters require only one folio number on each page of copy.

Footnotes and reference marks

(For text, see rules 16.1–16.21, pp. 217–218; for tables, see rules 14.101–14.125, pp. 194–196.)

Headings

2.23. The type to be used for all headings must be marked—case number or size of type, caps, caps and small caps, small caps, caps and lowercase, lowercase (first word and proper nouns capitalized), or italic. (See also rule 3.52, p. 31; Specimens of Type Faces in U.S. Government Printing Office, p. 2.)

Pickup

2.24. The jacket number of a job from which matter is to be picked up must be indicated. New matter should conform in style to that of the pickup.

Sidenotes and cut-in notes

2.25. Sidenotes and cut-in notes are set each line flush on left and ragged on right, unless otherwise prepared, and are always set solid. Sidenotes are usually set in 6 point, 4½ picas wide. Footnotes to sidenotes and text should be set on 21½ picas.

SEC. 920. Abuse of the rule. An alleged violation of the rule relating to admission to the floor presents a question of privilege (III, 2624, 2625; VI, 579), but not a higher question of privilege than an election case (III, 2626). In one case where an ex-Member was abusing the privilege * * *.

2.26. The measure allowed for a cut-in note is 6 picas, unless otherwise marked, and the note bears off from the text—above, below, and at the side—not less than an em of the text type. A cut-in note begins on the third line of the paragraph if the length of the paragraph permits.

SEC. 920. Abuse of the rule. An alleged violation of the rule relating to admission to the floor presents a question of privilege (III, 2624, 2625; VI, 579), but not a higher question of privilege than an election case (III, 2626). In one case where an ex-Member was abusing the privilege, he was excluded by direction of the Speaker (V, 7288). In one case where an ex-Member was abusing the privilege * * *.

Signs, symbols, etc.

2.27. All signs, symbols, dashes, superiors, etc., must be plainly marked. Names of Greek letters must be indicated, as they are frequently mistaken for italic or symbols.

2.28. The chemical symbols Al, Cl, Tl are sometimes mistaken for A1, C1, T1 in typewritten matter. Copy preparers must indicate whether the second character is a *letter* or a *figure*.

2.29. Since typewriters use the same characters for figure 1 and lowercase l, cipher and cap O, all such characters will be printed as figures unless otherwise marked.

Letters illustrating shape and form

2.30. Letters used to illustrate shape and form, as U-shape(d), A-frame, T-bone, T-rail, are set in case 392 for 10 point, case 391 for 8 point, and case 390 for 6 point; except that for I-beam, cases 14, 13, and 12, respectively, are used.

2.31. Plurals are formed by adding the apostrophe and s, as T's, Y's, etc. *Golf tee(s)* should be spelled, as it does not indicate shape.

2.32. A capital is used in *X-ray, U-boat, V-8*, and other expressions which have no reference to shape or form.

TYPE COMPOSITION

2.33. Compositors and operators must study carefully the rules governing composition. Failure to do this will show plainly on proofs.

2.34. In correcting pickup matter, the compositor or operator must indicate what portion was actually reset.

2.35. Every precaution must be taken to prevent the soiling of proofs, as it is necessary for the reviser to see clearly every mark on the margin of a proof after it has been corrected.

2.36. Corrections queried in a ring must not be made, as such queries are intended for the author.

2.37. If after a proof is read the first time, a word or line is pied or a dropout occurs, attention must be called to such mishap by marking that part of the proof "*Pied*" or "*Dropout*." If a proof is not available, the type involved must be placed feet uppermost when returned to position. This direction is intended for all who handle type.

2.38. In correcting matter set on the Linotype, care must be taken to insert corrected type slugs in their proper places and to remove only such type slugs as necessary. Matter must be run down to see that lines have not been duplicated, transposed, or eliminated. If the corrector is in doubt, he must read the slugs.

Leading and spacing

2.39. Spacing of text is governed by the leading, narrow spacing being more desirable in solid than in leaded matter. Very thin or very wide spacing in first line of a paragraph should be avoided. Words in a line requiring more than 1 em of space between them should be letterspaced, but the fewer letterspaced words the better. All of a short word is letterspaced rather than part of a long word. (See also rule 14.144, p. 198.)

*2.40. To conform with trade practice, a single justification space (close spacing) will be used between sentences. This applies to all types of composition.

2.41. If the last line of a paragraph follows a widely spaced line, it is spaced with en quads instead of 3-em spaces.

2.42. Center or flush heads set in caps, caps and small caps, small caps, or boldface are spaced with en quads between words, and the space is widened proportionately for an extended face or for letter-spaced words.

2.43. Centerheads are separated from the text by slugs, the space below the head being at least 2 points less than the space above: 10-point slug above and 8-point slug below in 10-point text; 8-point slug above and 6-point slug below in 8- and 6-point text. However, a head which clears the line above or below by at least 1 em requires no additional space.

*This change was approved after the Style Manual was revised and, therefore, is not followed in this printing.

2.44. Heads set in caps are leaded, even in solid matter.

2.45. In solid matter, "2 leads," "3 leads," and similar space designations marked on copy mean "2 leads" (4 points), "3 leads" (6 points), etc.

In leaded matter (machine-leaded Linotype, or Monotype with shoulder), "2 leads," "3 leads," etc., will include space on type; e.g., "2 leads" means a 2-point lead plus space on type.

2.46. Unless otherwise marked, flush heads are separated from text by 2 leads above and 1 lead below in solid matter, and by 3 leads above and 2 leads below in leaded matter.

2.47. Full-measure numbered or lettered paragraphs and quoted extracts are not separated by leads from adjoining matter.

2.48. Unless otherwise marked, extracts which are set off from the text by smaller type or are indented on both sides or indented 3 ems on the left side (courtwork only) are separated by 3 leads in leaded matter and by 2 leads in solid matter.

2.49. Extracts set solid in leaded matter are separated from the text by 3 leads.

2.50. Flush lines following extracts are separated by 3 leads in leaded matter and by 2 leads in solid matter.

2.51. Footnotes are leaded if the text is leaded, and are set solid if the text is solid.

2.52. Legends are leaded if text is leaded, and solid if text is solid. Leaderwork is separated from text by 2 leads above and 2 leads below.

Indentions

2.53. In measures less than 30 picas, the paragraph indention is 1 em. Paragraph indentions in cut-in matter are 3 ems, overs 2 ems. Overruns, datelines, and signatures are indented in multiples of 2 ems. Unless otherwise requested, addresses are set flush on left. (For examples, see p. 221.)

2.54. In matter set 30 picas or wider, the paragraph indention is 2 ems. Paragraph indentions in cut-in matter are 6 ems, overs 4 ems. Overruns, datelines, and signatures are indented in multiples of 2 ems. Unless otherwise requested, addresses are set flush on left. (For examples, see p. 221.)

2.55. In measures less than 30 picas, overruns in hanging indentions are 1 em more than the first line, except that to avoid conflict with a following indention (for example, of a subentry or paragraph), the overrun indention is made 1 em more than the following line.

2.56. In matter set 30 picas or wider, overruns in hanging indentions are 2 ems more than the first line, except that to avoid conflict with a following indention (for example, of a subentry or paragraph), the overrun indention is made 2 ems more than the following line.

2.57. Indention of matter set in smaller type should be the same, in points, as that of adjoining main-text indented matter.

2.58. Two-line centerheads are centered, but heads of three or more lines are set with hanging indention.

2.59. Overs in flush heads are indented 2 ems in measures less than 30 picas, and 3 ems in wider measures.

Legends for illustrations

2.60. Legends and explanatory matter of 1 or 2 lines are centered; if more than 2 lines, they are set with hanging indention. If an illustration is narrower than full measure and text is run at the side

of it, the legend is set the width of the illustration; if text is not to be run at the side of the illustration, the legend is set full measure regardless of the width of the illustration, unless copy is otherwise marked.

2.61. Legend lines of illustrations which run the broad way should be printed to read up; that is, an even-page legend should be on the inside margin and an odd-page legend on the outside margin.

2.62. Unless other type is indicated, legends for illustrations are set in 8-point roman, lowercase.

2.63. Periods are used after legends and explanatory matter beneath illustrations. However, legends without descriptive language do not use a period. (See rule 9.101, p. 147.)

2.64. At beginning of legend, *Figure* preceding the identifying number or letter is set in caps and small caps and is not abbreviated.

FIGURE 5, *not* FIG. 5

FIGURE A, *not* FIG. A

2.65. If a chart carries both a legend and footnotes, the legend is placed above the chart.

2.66. Letter symbols used in legends for illustrations are set in italic without periods and are capitalized only if so shown in copy.

PROOFREADING AND COPYHOLDING

2.67. Foremen of composing sections must see that special instructions and layout and style sheets are sent to the Proof Section with the first installment of each job.

2.68. Speed is desirable, but accuracy is of first importance.

2.69. The reader should see that the rules governing spacing, division of words, and good printing generally have been observed. The reader who passes bad spacing will be held at fault.

2.70. If the reader detects inconsistent and erroneous statements, it is his duty to correct them. He must know, not guess, that they are errors, and he must be prepared, if called upon, to vindicate by recognized authority the soundness of his corrections. If he does not know, he must query.

2.71. If the grammatical construction of a sentence or clause is questioned by a reader and it seems desirable to change the form, he must indicate the proposed correction, add a query mark, and enclose all in a ring. If a statement of fact is thought erroneous or doubtful, he must underscore the matter in question, write in the margin "Author verify," and enclose it in a ring. It is not enough to write only a query in the margin; the reason for the query must be clearly shown. If there is little doubt, the correction should be made, but a query enclosed in a ring must be written beside the correction to call the author's attention to it.

2.72. A query appearing on copy must be carried to the author.

2.73. Proofs that are not clearly printed or are in any manner defective must be called to the attention of the deskman.

2.74. The manner in which correction marks are made on a proof is of considerable importance. Straggling, unsymmetrical characters, disconnected marks placed in the margin above or below the lines to which they relate, irregular lines leading from an incorrect letter or word to a correction, large marks, marks made with a blunt pencil, indistinct marks, and frequent use of the eraser to obliterate marks hastily or incorrectly made are all faults to be avoided.

2.75. In reading proof of wide tables, the reader should place the correction in white space as near as possible to the error, thus aiding all who handle the proof afterward. He should obliterate entirely a broken or defective figure and rewrite it in a ring. He should not use the transposition mark in little-known words or in figures. He should instead cancel the letters or figures and write them in the margin in the order in which they are to appear.

2.76. In marking errors in display or other unusual type, the case number must be indicated.

2.77. Readers must draw a ring around footnote references in proof, as an aid to the maker-up.

2.78. On discovering evidence of wrong-font matrices, the reader must immediately fill out a wrong-font notice which will be sent to typesetting section concerned.

2.79. Readers must not make important changes in indentions or tables without consulting the referee.

2.80. The marks of the copy preparer must be given consideration by all, as he is in a position to know more about the peculiarities of a job than one who reads but a small portion of it.

2.81. Any mark which will change the proof from the copy as prepared must be enclosed in a ring.

2.82. All instructions on copy must be carried on proof by readers.

2.83. Folios of copy must be "run" by the copyholder and checked against those marked on the proof.

2.84. In reading copy an unnecessarily loud tone of voice must be avoided. Short words are as important as long ones, and should be pronounced distinctly. Plurals should be sounded clearly, and names of persons or places pronounced distinctly or read by letters.

MAKEUP

2.85. Government publications will be made up in the following order unless otherwise indicated:

a. *Frontispiece*, faces title page.

b. *False title* (frontispiece, if any, on back).

c. *Title page*.

d. *Back of title*, blank, but frequently carries such useful bibliographic information as list of board members, congressional resolution authorizing publication, note of editions and printings, GPO imprint if departmental imprint appears on title page, price notice, etc.

e. *Letter of transmittal* (new odd page).

f. *Foreword*, differs from preface in that it is an introductory note written as an endorsement by a person other than the author (new odd page).

g. *Preface*, by author (new odd page).

h. *Contents* (new odd page), immediately followed by list of illustrations and list of tables, as parts of contents.

i. *Text*, begins with page 1 (if halftitle is used, begins with p. 3).

j. *Bibliography* (new odd page).

k. *Appendix* (new odd page).

l. *Index* (new odd page).

2.86. An *introduction* differs from a foreword or a preface in that it is the initial part of the text; if the book is divided into chapters, it should be the first chapter.

2.87. To number preliminary pages, use small-cap Roman numerals.

2.88. Booklets of 32 pages or less can be printed more economically with a self-cover. A table of contents, title page, foreword, preface, etc., is not usually necessary with so few pages. If some of this preliminary matter is necessary, it is more practical to combine this material; i.e., contents on cover; combine contents, title, foreword on cover 2, etc.

2.89. Before beginning his work the maker-up must ascertain the length of type page and style of folios to be used.

2.90. Widow lines at top of pages are to be avoided if possible, but are permitted if necessary to maintain uniform makeup and page length. Paragraphs may start on the last line of a page, whenever necessary. If it is found necessary to make a short page, the facing page should be of approximately equal length if the text permits.

2.91. A blank or sink of 6 picas should be placed at the head of each new odd or even page of 46-pica or greater depth; pages with a depth of from 36 to 45 picas, inclusive, will carry a 5-pica sink; pages less than 36 picas, 4 picas.

2.92. If top center folio is used, the folio on a new page must be placed at the bottom, centered, and enclosed in parentheses.

2.93 Where running heads with folios are used, heads are included in overall page depth. However, first pages of chapters and pages with bottom folios are made up with folios in margin. Bottom folios on short preliminary pages will be made up with page numbers two leads from last line.

2.94. Jobs made up with bottom folios will have all page numbers, including preliminary pages, alining on the bottom in the margin.

2.95. Jobs with both running heads and bottom folios will be treated as outlined in rule 2.94.

2.96. Contents, list of illustrations, preface, or any other matter that makes a page in itself should be placed 12 points or more nearer top than bottom, the difference depending upon the length of page.

2.97. In "cleared" indexes the words being cleared must be repeated on following page at the top of the column or page.

2.98. Continued heads over tables and leaderwork must be condensed into one line if possible.

2.99. Footnote references are repeated in boxheads or in continued lines over tables, unless special orders are given not to do so.

2.100. Six-point notes above tables are enclosed in brackets and are not repeated with continued heads unless they are needed on each page for the purpose of clarity.

2.101. A broadside (lengthwise) table beginning on even (left) page and which carries over to facing right page will be made up flush right for left page (if left page is less than full width) and flush left for right page.

2.102. A broadside table of less than page width will center on the page.

2.103. Centerheads, whether in boldface, caps, caps and small caps, small caps, or italic, should have more space above than below. Uniform spacing should be maintained throughout the page; if this is not possible, the space above and below the centerlines should be reduced, commencing at the bottom of the page.

2.104. In making up a page of two or more columns with an illustration more than one column in width, the text should be broken so that it will read from above the illustration to the same column

below. If a table, diagram, or layout occurs under the same conditions, the text should double up above it.

2.105. In matter set two or more columns to the page, footnotes to full-measure headings should be set page width, while the text footnotes should be set column width and carried at the foot of the column in which the references appear.

2.106. Two or more short footnotes coming together may be combined by the maker-up in one line, with the blank spaces between footnotes equalized, provided the spaces are not less than 2 ems.

¹ Preliminary.

² Including imported cases.

³ Imported.

2.107. Backstrips should run down (from top to bottom) on all publications, except when ordering agency specifies runup (from bottom to top) backstrips.

IMPOSITION

2.108. Imposition is the general term applied to the task of locking up pages of type, plates, or negatives for press. Imposing refers specifically to laying or arranging pages so that a press sheet, when printed and folded, will produce a signature with pages in proper sequence. A page is considered the unit of a signature; the two companion pages, the unit in imposition. Whether the imposition is from the outside or inside, a long or a broad form, work and turn or sheetwise, these companion pages are never separated; their position in the printed pamphlet is determined by the fold.

2.109. In the layout of pages, each page must be in its proper sequence, determined by the type of fold desired. (See Layouts for Imposition, p. 3.) Margins are governed by the trim size of finished book or pamphlet. After trim size has been established, the sheet size of stock is selected. For example, GPO standard octavo is type width, 26½ picas; type depth, 46 picas; trim size of finished book or pamphlet, 5½ by 9½ inches. The number of pages to be printed is broken down into signatures of 16 pages each and the most practical layout is chosen. In this case, four rows of four pages each. Thus stock size is four times 5½ inches for width and four times 9½ inches for depth. As it is necessary to allow a minimum of ¼-inch trim after signatures are folded, the sheet size will be 24 by 38 inches, standard stock size. The margins, which are the back or binding edge, head or top, outside, and foot or bottom, are then determined by allowing enough white space from the type area to give a proper balance to the finished book. It is generally agreed that a 4-pica back and a 3-pica head, after trim, are standard margins for this particular trim size on saddle stitch or sewed jobs. Other standards have been incorporated in the GPO Layout Book. These margins are followed unless requisition specifies nonstandard margins.

2.110. To illustrate further that these companion pages are the unit of imposition, it will be found when determining margins that these two pages are always printed in the center of the untrimmed sheet. The other two companion pages that make up the quarter of the sixteen are likewise printed in the center of the quarter sheet, which is 19 inches, one-half of the 38-inch way. It will thus be observed that two pages were used to get the outside margins and another multiple of two (four) to get the bottom margins.

2.111. Margins should be governed by the trimmed book and not by the untrimmed sheet. The back margin or gutter should be such

that it will bring the pages nearly in the center of the open printed book, putting any excess space in the outer margins, except in books that are to be side stitched, in which additional space must be allowed for the stitching. The margins should be so planned that when the book is delivered from the binder the back margin is less than the outside. The top margin of the trimmed book should be at least 3 picas and the bottom margin at least 4 picas. The outside margin should be at least 1 pica greater than the back but not as wide as the bottom margin.

2.112. If a running head is used, the head margin should be the same as the back margin; but if a bottom folio is used, that line and the slug above it should be counted as part of the margin. (See also rules 2.93-2.95, p. 15.)

REVISING

Galley revising

2.113. The importance of revising proofs cannot be overemphasized. Although a reviser is not expected to read proof, it is not enough for him merely to follow the marks found on the proof. He should be alert to detect errors and inconsistencies and must see that all corrections have been properly made and that words or lines have not been transposed or eliminated by the compositor in making the corrections. (See rule 2.124.)

2.114. A reviser must not remodel the punctuation of the readers or make any important changes. If he thinks that an important change should be made, he must submit the proposed change to the Chief Reviser for decision.

2.115. In the body of the work, new pages must be properly indicated on the proof. Tables of contents, letters of transmittal, lists of illustrations, the text proper, all matter following halftitles (except parallel tables), and indexes must begin on new odd pages unless instructions to the contrary are given.

2.116. All instructions on proofs must be transferred to the revises.

2.117. All queries must be carefully transferred to the revises.

2.118. Each paragraph containing an alteration causing an over-run should be reread.

2.119. Revising must be done with reasonable dispatch, but accuracy must not be sacrificed to speed.

2.120. Corrector's slug number must be written on revise proof.

Page and stone revising

2.121. Page and stone revising require great diligence and care. Not only must the reviser see that the rules governing the work of those who precede him have been followed but he must be on the alert for a multiplicity of points not coming within their sphere.

2.122. The reviser is responsible for marking off all bleed and off-center pages.

2.123. A blank page must be indicated at the bottom of the preceding page.

2.124. Special care must be exercised in revising linotype matter. It is necessary to read the entire line in which a correction has been made, to see that the line has been inserted in the proper place, and to see that the lines above and below have not been disturbed. If it appears that a correction has not been made, the reviser should

carefully examine each line on the page to see if the correction was inserted in the wrong place or if lines have been transposed.

2.125. The following rules must be carefully observed:

a. See that proof is clean and clear; send for another if necessary.
 b. Before beginning page revising, see that galley proofs run consecutively and that in continuous makeup the matter on the galleys connects.

c. See that page folios are consecutive, that running heads are correct and uniform, and that the proper signature mark is correctly placed. If an error is found in running heads or in signature marks, notify the Chief Reviser immediately, so that the correction may be made in other forms or pages of the same job.

d. Revise carefully, observe connection between pages, take care that continued and repeated lines are free from errors, and carry all unanswered queries if the proof is to be sent to the author; if not, see that all queries are answered.

e. If a revise is not properly corrected or is not reasonably free from errors, call for another corrected proof, stating number of copies wanted, and destroy all duplicates.

f. Watch for slips, dropouts, doublets, and transpositions.

g. Read all running heads and boxheads in continued tables; see that all leading lines are carried at the top where subordinate matter runs over, that dollar marks and italic captions of columns are uniform and properly placed, that bearoffs in figure columns are uniform, that the matter is as compact as circumstances will permit, and that footnotes fall on the page containing the corresponding references and are properly arranged.

h. Preserve complete files of all proofs returned to the desk.

i. On the first page of a signature of a stone revise carry any special directions that may be necessary, and on open or session jackets carry the number of copies to be printed.

j. When page proofs are to be sent out on partly completed jobs, fill out reviser's memorandum, noting the last galley, the last page, the signature mark, the page on which the last signature mark occurred, and the folio lines. Attach the memorandum to the markoff galley and return to the Chief Reviser.

k. Make sure that different sets of proofs of the same job are correctly marked in series ("R," "2R," "3R," etc.); where a sheet is stamped "Another proof," carry the same designating "R" on the corresponding clean proof. Advance the "R," "2R," "3R," etc., on each set of page proofs returned from the originating office; if a dummy folio has been used and later a true folio is finally given, revert to single "R." When the "R" is not to be advanced, use an "x," as "2R^x."

l. If two or more jobs are imposed in one form, separate the parts to verify the imposition. Until familiar with the fold, exercise care in cutting the sheet.

m. See that rules do not lap, that work is not jammed in the lockup, that damaged letters and slips are indicated, and that the matter is ready in all respects to pass rigid inspection.

n. Legend lines of full-page cuts that run the broad way should be printed so as to read up—that is, the even-page legend should be on the binding or inside margin and the odd-page legend on the outside margin.

o. If a footnote is eliminated, do not renumber the footnotes; just omit that number.

2.126. If the footnotes in an entire job have been made uniform, even though not according to style, do not change them.

2.127. If a footnote is added in proof, use the preceding number with a superior letter added, as ^{15a}.

2.128. Where a table with footnotes falls at the bottom of a page containing footnotes to text, print the table footnotes above the text footnotes, separated by a rule 50 points long, flush at the left, with 2 leads on each side of the rule. (See also rule 14.115, p. 195.)

2.129. In revising galleys into pages, revisers must enter on the markoff slip the number of the last footnote and see that instructions to the maker-up are followed.

Press revising

2.130. Press revising calls for the exercise of utmost care. The press reviser must be thoroughly familiar with the style and makeup of Government publications. He is required to OK all forms that go to press—bookwork, covers, jobwork, etc. He must see that all queries are answered. He must necessarily have a knowledge of the bindery operations required to complete a book or job and be familiar with all types of imposition, folds, etc. He must be capable of ascertaining the proper head, back, and side margins for all work, to insure proper trimming of the completed job to the required size.

2.131. Although speed is essential when forms reach the pressroom, accuracy must not be sacrificed.

SIGNATURE MARKS, ETC.

2.132. Unless otherwise indicated, signature marks are set 6-point lowercase and indented 3 ems.

2.133. Figures indicating the year should follow the jacket number in signature marks:

125-327-66—4 116-529-66-pt. 5—3 116-529-66-vol. 1—3 92-694°-66—2
92-694 O-66—2 92-694 OF-66—2 92-694 F-66—2 92-694m-66—2 92-694v-66—2

2.134. When allmark (○) and signature or imprint and signature appear on same page, the signature line is placed below the allmark but above the imprint.

2.135. The allmark is placed below the page, bulletin, or circular number but above the signature line, if both appear on the same page.

2.136. Imprints and signature lines appearing on short pages of text are placed at the bottom of the page.

2.137. All plated jobs take a degree mark (°) immediately after the jacket number in the signature line.

2.138. All offset jobs take a capital O immediately after the jacket number in the signature line. Offset-Fotosetter jobs are indicated by OF; Fotosetter by F.

2.139. When matrix is to be made of job, a superior *m* (^m) is placed immediately after jacket number in the signature line.

2.140. All jobs having vinylite molds before printing from type take a superior *v* (^v) immediately after the jacket number.

2.141. On a job reprinted on account of change, a black star (★) precedes the jacket number in the signature line and precedes the date on the title page:

2.142. The following forms are used for signature marks in House and Senate documents and reports printed on session jackets:

H. Doc. 73, 89-1—2	S. Doc. 57, 89-1—2
S. Doc. 57, 89-2, pt. 1—2	S. Doc. 57, 89-2, vol. 1—2
H. Rept. 120, 89-2—8	S. Rept. 100, 89-2—9

2.143. In a document or report printed on other than a session jacket, use the jacket number, year, and signature number only, omitting the document or report number.

2.144. For pasters, the jacket number, the year, and the page to be faced by the paster are used as follows (note punctuation):

12-344-66 (Face p. 10)

2.145. On a paster facing an even page, the marks go at the lower right-hand side; on a paster facing an odd page, at the lower left side.

2.146. If more than one paster faces the same page, each is numbered as follows:

12-344-66 (Face p. 19) No. 1
12-344-66 (Face p. 19) No. 2

2.147. When a paster follows the text, the allmark is placed on the last page of the text and never on the paster.

REPRINTS, IMPRINTS, AND PRICE NOTICES

Reprints

2.148. To aid bibliographic identification of reprints or revisions, the dates of the original edition and of reprint or revision should be supplied by the author on the title page or in some other suitable place. Thus:

First edition July 1960
Reprinted July 1965

First printed June 1960
Revised June 1965

Original edition May 1955
Reprinted May 1958
Revised July 1960

2.149. The year in the imprint on cover, title page, or elsewhere is not changed from that in the original print, nor are the signatures changed, unless other mends are necessary.

Imprints

2.150. The Government Printing Office imprint must appear on all printed matter, except certain classified work.

2.151. Use full imprint on the title page of a congressional speech.

2.152. The imprint and allmark are not used together on any page; if one is used, the other is omitted.

2.153. The imprint is not used on a halftitle or (except on congressional hearings) on any page of a cover.

2.154. If there is a title page, the imprint is placed on the title page; but if there is no title page, or if the title page is entirely an illustration, the imprint is placed on the last page of the text.

2.155. The Government Printing Office crest is used only on Government Printing Office publications. If it is printed on page ii, the full imprint is used on the title page; if it is printed on the title page, use the half imprint only, thus—Washington : 1966.

Price notices

2.156. If there is a cover but no title page, the price notice is printed on page 1 of the cover. Unless otherwise indicated, if there is a title page, with or without a cover, the price notice is printed at

the bottom of the title page below a cross rule; if there is no cover or title page, the price notice is printed at the end of the text, below the imprint, and the two are separated by a cross rule.

2.157. Price notices are not printed on congressional documents. The price notice is not considered an imprint.

Samples of imprints and price notices

2.158. On title page:

U.S. GOVERNMENT PRINTING OFFICE
WASHINGTON : 1966

For sale by the Superintendent of Documents, U.S. Government Printing Office
Washington, D.C. 20402 - Price 00 cents

2.159. On last page of text:

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2.164. The franking (mailing) privilege on covers for Government publications should be at least $1\frac{1}{8}$ inches from the trim.

NOTES

3. CAPITALIZATION

(See also Abbreviations; Guide to Capitalization)

3.1. It is impossible to give rules that will cover every conceivable problem in capitalization. But by considering the purpose to be served and the underlying principles, it is possible to attain a considerable degree of uniformity. The list of approved forms given on pages 33 to 59 will serve as a guide. Manifestly such a list cannot be complete. The correct usage with respect to any term not included can be determined by analogy or by application of the rules.

Proper names

3.2. Proper names are capitalized.

Rome	John Macadam	Italy
Brussels	Macadam family	Anglo-Saxon

Derivatives of proper names

3.3. Derivatives of proper names used with a proper meaning are capitalized.

Roman (of Rome)	Johannean	Italian
-----------------	-----------	---------

3.4. Derivatives of proper names used with acquired independent common meaning, or no longer identified with such names, are lower-cased. Since this depends upon general and long-continued usage, a more definite and all-inclusive rule cannot be formulated in advance. A list of derivatives is given on pages 41-42.

roman (type)	macadam (crushed rock)	italicize
brussels sprouts	watt (electric unit)	anglicize
venetian blinds	plaster of paris	pasteurize

Common nouns and adjectives in proper names

3.5. A common noun or adjective forming an essential part of a proper name is capitalized; the common noun used alone as a substitute for the name of a place or thing is not capitalized.

Massachusetts Avenue; the avenue	Crow Reservation; the reservation
Washington Monument; the monument	Federal Express; the express
Statue of Liberty; the statue	Cape of Good Hope; the cape
Hoover Dam; the dam	Jersey City; <i>also</i> Washington City; <i>but</i>
Boston Light; the light	city of Washington; the city
Modoc National Forest; the national forest	Cook County; the county
Panama Canal; the canal	Great Lakes; the lakes
Soldiers' Home of Ohio; the soldiers' home	Lake of the Woods; the lake
Johnson House (hotel); Johnson house (residence)	North Platte River; the river
	Lower California; <i>but</i> lower Mississippi
	Charles the First; Charles I
	Seventeenth Census; the 1960 census

3.6. If a common noun or adjective forming an essential part of a name becomes removed from the rest of the name by an intervening common noun or adjective, the entire expression is no longer a proper noun and is therefore not capitalized.

Union Station: union passenger station
Eastern States: eastern farming States
Western States: western farming States

3.7. A common noun used alone as a well-known short form of a specific proper name is capitalized.

the Capitol (at Washington); *but* State Capitol
 the Channel (English Channel)
 the District (District of Columbia)
 the Soldiers' Home (District of Columbia only)

3.8. The plural form of a common noun capitalized as part of a proper name is also capitalized.

Seventh and I Streets
 Lakes Erie and Ontario
 Potomac and James Rivers

State and Treasury Departments
 British and French Governments
 Presidents Washington and Adams

3.9. A common noun used with a date, number, or letter, merely to denote time or sequence, or for the purpose of reference, record, or temporary convenience, does not form a proper name and is therefore not capitalized. (See also rule 3.39, p. 29.)

abstract B	collection 6	group 7	section 3
act of 1928	column 2	mile 7.5	signature 4
amendment 5	drawing 6	page 2	station 27
appendix C	exhibit D	paragraph 4	table 4
article 1	figure 7	part I	title IV
book II	first district (not congressional)	plate IV	treaty of 1919
chapter III	form 4	region 3	volume X
chart B	graph 8	rule 8	war of 1914
class I		schedule K	ward 2

3.10. The following terms are lowercased, even with a name or number. (For capitalized forms, see geographic terms, pp. 45-46.)

aqueduct	dike	shipway
breakwater	dock	slip
buoy	drydock	spillway
chute	irrigation project	tunnel (see also Tunnel, p. 57)
dam (lowercase with number or in conjunction with lock; capitalize with name, <i>but</i> Boulder Dam site; Boulder Dam and site)	jetty	watershed
	levee	weir
	lock	wharf
	pier	
	reclamation project	
	ship canal	

Definite article in proper names

3.11. To achieve greater distinction or to adhere to the authorized form, the word *the* (or its equivalent in a foreign language) used as a part of an official name or title is capitalized. When such name or title is used adjectively, *the* is not capitalized, nor is it supplied at any time when not in copy.

British Consul v. The Mermaid (title of legal case)

The Dalles (Oreg.); The Weirs (N.H.); *but* the Dalles region; the Weirs streets

The Hague; *but* the Hague Court; the Second Hague Conference

El Salvador; Las Cruces; L'Esterel

The Adjutant General (only when so in copy)

3.12. In common practice, rule 3.11 is disregarded in references to newspapers, periodicals, vessels, airships, trains, firm names, etc.

the Times
 the Atlantic Monthly
 the Washington Star

the *Mermaid*
 the *Los Angeles*
 the *U-3*

the Federal Express
 the National Photo Co.
 the Netherlands

Particles in names of persons

3.13. In foreign names such particles as *d'*, *da*, *della*, *du*, *van*, and *von* are capitalized unless preceded by a forename or title. Individual usage, if ascertainable, should be followed.

Da Ponte; Cardinal da Ponte
Du Pont; E. I. du Pont de Nemours & Co.

Van Rensselaer; Stephen van Rensselaer
but d'Orbigny; Alcide d'Orbigny

3.14. In anglicized names such particles are usually capitalized, even if preceded by a forename or title, but individual usage, if ascertainable, should be followed.

Justice Van Devanter; Reginald De Koven
Thomas De Quincey; William De Morgan
Henry van Dyke (his usage)
Samuel F. Du Pont (his usage); Irénée du Pont
(for firm names, see p. 44)

3.15. If copy is not clear as to the form of such a name (for example, *La Forge* or *Laforge*), the two-word form should be used.

3.16. In names set in capitals, *de*, *von*, etc., are also capitalized.

Names of organized bodies

3.17. The full names of existing or proposed organized bodies and their shortened names are capitalized; other substitutes, which are most often regarded as common nouns, are capitalized only in certain specified instances to indicate preeminence or distinction. (See list on pp. 33-59.)

National governmental units:

U.S. Congress: 89th Congress; Congress; the Senate; the House; Committee of the Whole, the Committee; *but* committee (all other congressional committees)

Department of Agriculture: the Department; Division of Publications, the Division; *similarly* all departmental units; *but* legislative, executive, and judicial departments

Bureau of the Census: the Census Bureau, the Bureau

Geological Survey: the Survey

Interstate Commerce Commission: the Commission

Government Printing Office: the Office

Board of Commissioners of the District of Columbia: the Board of Commissioners; the Board

American Embassy, British Embassy: the Embassy; *but* the consulate; the consulate general

Treasury of the United States: General Treasury; National Treasury; Public Treasury; the Treasury; Treasury notes; New York Subtreasury, the subtreasury

Department of Defense:

Military Establishment; Armed Forces; *but* armed services

U.S. Army: the Army; the Infantry; 81st Regiment; Army Establishment; the Army Band; Army officer; Regular Army officer; Reserve officer; Volunteer officer; *but* army shoe; Grant's army; Robinson's brigade; the brigade; the corps; the regiment; infantryman

U.S. Navy: the Navy; the Marine Corps; Navy (Naval) Establishment; Navy officer; *but* naval shipyard; naval officer; naval station

French Ministry of Foreign Affairs; the Ministry; French Army; British Navy

International organizations:

United Nations: the Council; the Assembly; the Secretariat

Permanent Court of Arbitration: the Court; the Tribunal (only in the proceedings of a specific arbitration tribunal)

Hague Peace Conference of 1907: the Hague Conference; the Peace Conference; the Conference

Common-noun substitutes:

Virginia Assembly: the assembly; the senate; the house of delegates
 California State Highway Commission: Highway Commission of California; the highway commission; the commission
 Montgomery County Board of Health: the Board of Health, Montgomery County; the board of health; the board
 Common Council of the City of Pittsburgh: the common council; the council
 Buffalo Consumers' League: the consumers' league; the league
 Republican Party: the party
 Pennsylvania Railroad Co.: the Pennsylvania Railroad; Pennsylvania Co.; Pennsylvania Road; the railroad company; the company
 Riggs National Bank: the Riggs Bank; the bank
 Metropolitan Club: the club
 Yale School of Law: Yale University School of Law; School of Law, Yale University; school of law

3.18. The names of members and adherents of organized bodies are capitalized to distinguish them from the same words used merely in a descriptive sense.

a Representative (U.S. Congress)	a Socialist
a Republican	an Odd Fellow
an Elk	a Communist
a Liberal	a Boy Scout
a Shriner	a Knight (K.C., K.P., etc.)

Names of countries, domains, and administrative divisions

3.19. The official designations of countries, national domains, and their principal administrative divisions are capitalized only if used as part of proper names, as proper names, or as proper adjectives. (See table on p. 244.)

United States: the Republic; the Nation; the Union; the Government; *also* Federal, Federal Government; *but* republic (when not referring specifically to one such entity); republican (in general sense); a nation devoted to peace
 New York State: the State, a State (a definite political subdivision of first rank); State of Veracruz; Balkan States; six States of Australia; State rights; *but* state (referring to a Federal Government, the body politic); foreign states; church and state; statehood; state's evidence
 Territory (Canada): Yukon, Northwest Territories; the Territory(ies), Territorial; *but* territory of American Samoa, Guam, Virgin Islands
 Ethiopian Empire: the Empire; *but* empire (in general sense)
 Dominion of Canada: the Dominion; *but* dominion (in general sense)
 Ontario Province, Province of Ontario: the Province, Provincial; *but* province, provincial (in general sense)
 Crown Colony of Hong Kong, Cyprus: the colony, crown colony

3.20. The similar designations *commonwealth*, *confederation* (*federal*), *government*, *nation* (*national*), *powers*, *union*, etc., are capitalized only if used as part of proper names, as proper names, or as proper adjectives.

British Commonwealth, Commonwealth of Massachusetts: the Commonwealth; *but* commonwealth (in general sense)
 Swiss Confederation: the Confederation; the Federal Council; the Federal Government; *but* confederation, federal (in general sense)
 French Government: the Government; French and Italian Governments; Soviet Government; the Governments; *but* government (in general sense); the Churchill government; European governments
 Cherokee Nation: the nation; *but* Greek nation; American nations
 National Government (of any specific nation); *but* national customs
 Allied Powers, Allies; *but* our allies, weaker allies (in World Wars I and II); Central Powers (in World War I); *but* the powers; European powers
 Union of South Africa: the Union; *but* union (in general sense)

Names of regions, localities, and geographic features

3.21. A descriptive term used to denote a definite region, locality, or geographic feature is a proper name and is therefore capitalized; also for temporary distinction a coined name of a region is capitalized.

the North Atlantic States; the Gulf States; the Central States; the Pacific Coast States; the Lake States; East North Central States; Eastern North Central States; Far Western States; Eastern United States
the West; the Midwest; the Middle West; Far West
the Eastern Shore (Chesapeake Bay)
the Badlands (S. Dak. and Nebr.)
the Continental Divide (Rocky Mountains)
Deep South; Midsouth
the Occident; the Orient

the Far East; Far Eastern; the East
Middle East, Middle Eastern, Mideast, Mideastern (Asia)
Near East (Balkans, etc.)
the Promised Land
the Continent (continental Europe)
the Western Hemisphere
the North Pole; the North and South Poles
the Temperate Zone; the Torrid Zone
the East Side (section of a city)
the Driftless Area (Mississippi Valley)
Western Germany; Western Europe (political entities)

3.22. A descriptive term used to denote mere direction or position is not a proper name and is therefore not capitalized.

north; south; east; west
northerly; northern; northward
eastern; oriental; occidental
east Pennsylvania; southern California
west Florida; *but* West Florida (1763-1819)
eastern region; western region

north-central region
east coast; eastern seaboard
central Europe; south Germany; southern France
but East Germany; West Germany (political entities)

Names of calendar divisions

3.23. The names of divisions are capitalized.

January; February; March; etc.
Monday; Tuesday; Wednesday; etc.
but spring; summer; autumn (fall); winter

Names of historic events, etc.

3.24. The names of holidays, ecclesiastic feast and fast days, and historic events are capitalized.

Battle of Bunker Hill
Battle of the Giants
Christian Era; Middle Ages; *but* 20th century
Feast of the Passover; the Passover
Fourth of July; the Fourth

Reformation
Renaissance
Veterans Day
War of 1812; World War II; *but* war of 1914; Korean war

Trade names

3.25. Trade names, variety names, and names of market grades and brands are capitalized. Common nouns following such names are not capitalized. (See market grades, p. 48; trade names, pp. 56, 277.)

Foamite (trade name)
Plexiglas (trade name)
Snow Crop (trade name)

Choice lamb (market grade)
Yellow Stained cotton (market grade)
Red Radiance rose (variety)

Scientific names

3.26. The name of a phylum, class, order, family, or genus is capitalized; the name of a species is not capitalized, even though derived from a proper name.

Arthropoda (phylum), Crustacea (class), Hypoparia (order), Agnostidae (family), *Agnostus* (genus)
Agnostus canadensis; *Aconitum wilsoni*; *Epigaea repens* (genus and species)

3.36. To indicate preeminence or distinction in certain specified instances, a common-noun title immediately following the name of a person or used alone as a substitute for it is capitalized.

Title of a head or assistant head of state:

Lyndon B. Johnson, President of the United States: the President; the President-elect; the Executive; the Chief Magistrate; the Commander in Chief; ex-President Eisenhower; former President Truman; *similarly* the Vice President; the Vice-President-elect; ex-Vice-President Nixon
 Harry W. Nice, Governor of Maryland: the Governor of Maryland; the Governor; *similarly* the Lieutenant Governor; *but* secretary of state of Idaho; attorney general of Maine

Title of a head or assistant head of an existing or proposed National or District governmental unit:

Dean Rusk, Secretary of State: the Secretary; *similarly* the Acting Secretary; the Under Secretary; the Assistant Secretary; the Director; the Chief or Assistant Chief; the Chief Clerk; etc.; *but* Secretaries of the military departments; secretaryship

Titles of the military:

General of the Army(ies): United States only; Supreme Allied Commander; Gen. Omar N. Bradley, Chairman, Joint Chiefs of Staff; Joint Chiefs of Staff; Chief of Staff, U.S. Air Force; the Chief of Staff; *but* the general (military title standing alone not capitalized)

Titles of members of diplomatic corps:

Walter S. Gifford, Ambassador Extraordinary and Plenipotentiary: the American Ambassador; the British Ambassador; the Ambassador; the Senior Ambassador; His Excellency; *similarly* the Envoy Extraordinary and Minister Plenipotentiary; the Envoy; the Minister; the Chargé d'Affaires; the Chargé; Ambassador at Large; Minister Without Portfolio; *but* the consul general; the consul; the attaché; etc.

Title of a ruler or prince:

Elizabeth II, Queen of England: the Queen; the Crown; Her Most Gracious Majesty; Her Majesty; *similarly* the Emperor; the Sultan; etc.

Edward, Prince of Wales: the Prince; His Royal Highness

Titles not capitalized:

Charles F. Hughes, rear admiral, U.S. Navy: the rear admiral
 Cloyd H. Marvin, president of George Washington University: the president
 C. H. Eckles, professor of dairy husbandry: the professor
 John Smith, chairman of the committee: the chairman

3.37. In formal lists of delegates and representatives of governments, all titles and descriptive designations immediately following the names should be capitalized if any one is capitalized.

3.38. A title in the second person is capitalized.

Your Excellency	Mr. Chairman	Not salutation:
Your Highness	Mr. Secretary	my dear General
Your Honor		my dear sir

Titles of publications, papers, documents, acts, laws, etc.

3.39. In the full or short English titles of periodicals, series of publications, annual reports, historic documents, and works of art, the first word and all important words are capitalized.

Statutes at Large; Revised Statutes; District Code; Bancroft's History; Journal (House or Senate) (short titles); *but* the code; the statutes
 Atlantic Charter; Balfour Declaration; *but* British white paper
 American Journal of Science
 Saturday Evening Post; the Post
 Philadelphia Inquirer
 Chicago's American; *but* Chicago American Publishing Co.
 Reader's Digest; *but* New York Times Magazine; Newsweek magazine

Monograph 55; Research Paper 123; Bulletin 420; Circular A; Article 15, Uniform Code of Military Justice; Senate Document 70; House Resolution 45; Presidential Proclamation No. 24; Executive Order No. 24; Royal Decree No. 24; Public Law 89-1; Private and Union Calendars; Calendar No. 80; Calendar Wednesday; Committee Print No. 32, committee print; *but* Senate bill 416; House bill 61

Annual Report of the Public Printer, 1966; *but* seventh annual report, 19th annual report (see rule 11.9, p. 171)

Declaration of Independence; the Declaration

Constitution (United States or with name of country); constitutional; *but* New York State constitution; first amendment, 12th amendment (see rule 11.9, p. 171)

Kellogg Pact; North Atlantic Pact; Atlantic Pact; Treaty of Versailles; Jay Treaty; *but* treaty of peace, the treaty (descriptive designations); treaty of 1919

United States v. Four Hundred Twenty-two Casks of Wine (legal case) (see also rule 18.33, p. 231)

The Blue Boy (painting)

3.40. All principal words are capitalized in titles of addresses, articles, books, captions, chapter and part headings, editorials, essays, headings, headlines, motion pictures and plays (including TV and radio programs), papers, short poems, reports, songs, subheadings, subjects, and themes. The foregoing are also quoted. (See rule 9.118, p. 148, for examples of capitalization and use of quotation marks.)

3.41. In the short or popular titles of acts (Federal, State, or foreign) the first word and all important words are capitalized.

Revenue Act; Walsh-Healey Act; Panama Canal Act; Classification Act; *but* revenue act(s); act of 1926, 1926 act; the act; Harrison narcotic law; Harrison narcotic bill; interstate commerce law

3.42. The capitalization of the titles of books, etc., written in a foreign language is to conform to national practice in that language. For further details and examples, see section on foreign languages.

3.43. In lists, including bibliographies and synonymies, and in footnote citations, capitalization will conform to the rules of this chapter, unless the work requires its own established style.

First words

3.44. The first word of a sentence, of an independent clause or phrase, of a direct quotation, of a line of poetry, or of a formally introduced series of items or phrases following a comma or colon is capitalized.

The question is, Shall the bill pass?
He asked, "And where are you going?"

Lives of great men all remind us
We can make our lives sublime.

The vote was as follows: In the affirmative, 23; in the negative, 11; not voting, three.

3.45. The first word of a fragmentary quotation is not capitalized.

He objected "to the phraseology, not to the ideas."

3.46. The first word following a colon, an exclamation point, or an interrogation point is not capitalized if the matter following is merely a supplementary remark making the meaning clearer.

Revolutions are not made: they come.
Intelligence is not replaced by mechanism: even the televox must be guided by its master's voice.
But two months dead I nay, not so much; not two.

What is this?
Your knees to me? to your corrected son?

3.47. The first word following *Whereas* in resolutions, contracts, etc., is not capitalized; the first word following an enacting or resolving clause is capitalized.

Whereas the Constitution provides * * *; and
 Whereas Congress has passed a law * * *;
 Whereas, moreover, * * *: Therefore be it
 Whereas the Senate provided for the * * *: Now, therefore, be it
*Resolved, That * * *; and be it further*
*Resolved (jointly), That * * **
Resolved by the House of Representatives (the Senate concurring),
*That * * *. (Concurrent resolution, Federal Government.)*
Resolved by the Senate of Oklahoma (the House of Representatives
*concurring therein), That * * *. (Concurrent resolution, using*
name of State.)
Resolved by the senate (the house of representatives concurring therein),
*That * * *. (Concurrent resolution, not using name of State.)*
Resolved by the Assembly and Senate of the State of California (jointly),
*That * * *. (Joint resolution, using name of State.)*
*Resolved by the Washington Board of Trade, That * * **
*Provided, That * * **
*Provided further, That * * **
*Provided, however, That * * **
*And provided further, That * * **
*Ordered, That * * **
*Be it enacted, That * * **

Center and side heads

3.48. Unless otherwise marked, (1) centerheads are set in capitals, and (2) sideheads are set in lowercase and only the first word and proper names are capitalized. In centerheads making two lines, wordbreaks should be avoided. The first line should be centered and set as full as possible, but it is not to be set to fill the measure by unduly wide spacing.

3.49. Except as indicated elsewhere, everything in a cap heading is set in caps; in a cap and small-cap heading, in caps and small caps; and in a small-cap heading, in small caps, including, if available, parentheses, brackets, and figures. En quads are used between words.

3.50. In heads set in caps, a small-cap *c* or *ac*, if available, is used in such names as *McLean* or *MacLeod*; otherwise a lowercase *c* or *ac* is used. In heads set in small caps, an apostrophe is used instead of the *c*, but a space is used after the *ac*.

3.51. In such names as *LeRoy*, *DeHostis*, *LaFollette*, etc. (one-word forms only), set in caps, the second letter of the particle is made a small cap, if available; otherwise lowercase is used. In heads set in small caps, a space is used.

3.52. In matter set in caps and small caps or caps and lowercase, capitalize all principal words, including parts of compounds which would be capitalized standing alone. The articles *a*, *an*, and *the*; the prepositions *at*, *by*, *for*, *in*, *of*, *on*, *to*, and *up*; the conjunctions *and*, *as*, *but*, *if*, *or*, and *nor*; and the second element of a compound numeral are not capitalized. (See also rule 9.118, p. 148.)

Airplanes Versus Battleships

World in All-Out War

Man Hit With 2-Inch Pipe

No-Par-Value Stock for Sale

Price-Cutting War

Yankees May Be Winners

Ex-Senator Is To Be Admitted

Notice of Filing and Order on Exemption From Requirements

but Building on Twenty-first Street (if spelled)
 One Hundred and Twenty-three Years (if spelled)
 Only One-tenth of Shipping Was Idle
 Many 35-Millimeter Films in Production
 Built-Up Stockpiles Are Necessary (*Up* is adverb here)

3.53. *Continued* heads will be set according to rules 14.51-14.53, pages 189-190.

3.54. If a normally lowercased short word is used in juxtaposition with a capitalized word of like significance in the sentence, it should also be capitalized.

Buildings In and Near Minneapolis

3.55. In a heading set in caps and lowercase or in caps and small caps, a normally lowercased last word, if it is the only lowercased word in the heading, should also be capitalized.

All Returns Are In

3.56. The first element of an infinitive is capitalized.

Controls To Be Applied *but* Aid Sent to Disaster Area

3.57. In matter set in caps and small caps, the abbreviations *etc.* and *et al.* are set in small caps; in matter set in caps and lowercase, these abbreviations are set in lowercase.

PLANES, GUNS, SHIPS, ETC.
 JAMES BROS. ET AL.

Planes, Guns, Ships, etc.
 James Bros. et al.

3.58. As accents in cap lines have a tendency to break off in proofing, presswork, etc., they may be omitted, even if the same words carry accents in text.

3.59. Paragraph series letters in parentheses appearing in heads set in caps, caps and small caps, small caps, or in caps and lowercase are to be set as in copy.

Addresses, salutations, and signatures

3.60. The first word and all principal words in addresses, salutations, and signatures are capitalized. (See "Datelines, Addresses, and Signatures," p. 221.)

Interjections

3.61. The interjection *O* is always capitalized; within a sentence other interjections are not capitalized.

Sail on, O Ship of State!
 For lo! the days are hastening on.
 But, oh, how fortunate!

Historic or documentary accuracy

3.62. Where historic or documentary accuracy is required, capitalization and other features of style of the original text should be followed.

4. GUIDE TO CAPITALIZATION

(Based on the preceding rules for capitalization)

- A-bomb
abstract B, 1, etc.
- Academy:
Air Force; the Academy
Andover; the academy
Merchant Marine; the Academy
Military; the Academy
National Academy of Sciences; the
Academy of Sciences; the Academy
Naval; the Academy
but service academies
- Act (Federal, State, or foreign), short
or popular title or with number;
the act:
Classification
Economy
Flood Control
Lend-Lease Act; *but* lend-lease ma-
terials, etc.
Organic Act of Virgin Islands
Panama Canal
Pay Act
Public Act 145 (see also Public Act)
Revenue Act; *but* revenue act(s); act
of 1928; 1928 act
River and Harbor
Selective Training and Service
Tariff Act; 1930 Tariff Act
Trademark
Treasury Department Appropriation
Act
Walsh-Healey Act; *but* Walsh-
Healey law (or bill)
- Acting, if part of capitalized title
- Adjutant General, the (see The)
- Administration, with name; capitalized
standing alone if referring to Fed-
eral unit:
Farmers Home
Food and Drug
Maritime
Veterans' (follow apostrophe)
but Roosevelt administration; admin-
istration bill, policy, etc.
- Administrator of Veterans' Affairs; the
Administrator
- Admiralty, British, etc.
- Admiralty, Lord of the
- Adviser, Legal (Department of State)
- Africa:
east
East Coast
north
South
South-West
West Coast
- Agency, if part of name; capitalized
standing alone if referring to Fed-
eral or District of Columbia unit:
Chippewa (Indian); the agency
Federal Security; the Agency
- Ages:
Age of Discovery
Dark Ages
Elizabethan Age
Golden Age (of Pericles only)
Middle Ages
but atomic age; Cambrian age; copper
age; ice age; missile age; rocket
age; space age; stone age; etc.
- Agreement, with name; the agreement:
General Agreement on Tariffs and
Trade (GATT); the general agree-
ment
International Wheat Agreement; the
wheat agreement
Status of Forces; *but* status-of-forces
agreements
but the Geneva agreement; the Pots-
dam agreement
- Air Force:
Air Explorers
Air National Guard (see National)
Base (see Base; Station)
Civil Air Patrol; Civil Patrol; the
patrol
Command (see Command)
Reserve
Reserve Officers' Training Corps
WAF (see Women in the Air Force)
- Airport: La Guardia; National; the
airport
- Alien Property, Office of (see Office)
- Alliance, Farmers', etc.; the alliance
- Alliance for Progress; the Alliance
- Alliance for Progress program
- alliances and coalitions (see also
powers):
Allied Powers; the powers (World
Wars)
Axis, the; Axis Powers; the powers
Benelux (Belgium, Netherlands,
Luxembourg)
Big Four (European); of the Pacific
Big Three
Central Powers; the powers (World
War I)
European Economic Community
(see also Common Market)
Fritalux (France, Italy, Benelux
countries)

alliances and coalitions—continued
 North Atlantic Treaty Organization
 (see Organization)
 Western Powers
 Western Union (powers); the union
 Allied (World Wars):
 armies
 Governments
 Nations
 peoples
 Powers; the powers; *but* European
 powers
 Supreme Allied Commander
 Allies, the (World Wars); also members
 of Western bloc (political entity);
but our allies; weaker allies, etc.
 Ambassador:
 British, etc.; the Ambassador; the
 Senior Ambassador; His Excellency
 Extraordinary and Plenipotentiary;
 the Ambassador; Ambassador at
 Large; an ambassador
 amendment:
 Social Security Amendments of 1954;
 1954 amendments; the social secu-
 rity amendments; the amendments
 Tobey amendment
 to the Constitution (U.S.); first
 amendment, 14th amendment,
 etc. (see rule 11.9)
 American:
 Federation of Labor and Congress of
 Industrial Organizations (AFL-
 CIO); the federation
 Gold Star Mothers, Inc.; Gold Star
 Mothers; a Mother
 Legion (see Legion)
 National Red Cross; the Red Cross
 Veterans of World War II
 (AMVETS)
 War Mothers; War Mothers; a
 Mother
 Ancient Free and Accepted Masons;
 a Mason; a Freemason
 Annex, if part of name of building; the
 annex
 Antarctic Ocean (see Arctic; Ocean)
 anti-New Deal
 appendix I, A, II, etc.; the appendix;
but Appendix II, when part of title:
 Appendix II: Education Directory
 appropriation bill (see also bill):
 deficiency
 Department of Agriculture
 for any governmental unit
 independent offices
 Arab States
 Arboretum, National; the arboretum
 Arabic numerals
 Archipelago, Philippine, etc.; the archi-
 pelago
 Architect of the Capitol; the Architect
 Archives, the, etc. (see The)
 Archivist of the United States; the
 Archivist

Arctic:
 Circle
 Current (see Current)
 Ocean
 zone
but subarctic
 arctic (descriptive adjective):
 clothing
 conditions
 fox
 grass
 night
 seas
 Arctics, the
 Area, if part of name; the area:
 Cape Hatteras Recreational
 White Pass Recreation; etc.
but area 2; free trade area; Metro-
 politan Washington area
 Arlington:
 Memorial Amphitheater; the Me-
 morial Amphitheater; the amphithe-
 theater
 Memorial Bridge (see Bridge)
 National Cemetery (see Cemetery)
 Arm, Cavalry, Infantry, etc. (military);
 the arm
 Armed Forces (synonym for overall
 Military Establishment); British
 Armed Forces; the armed forces
 armed services
 armistice
 Armory, Springfield, etc.; the armory
 Army, American or foreign, if part of
 name; capitalized standing alone
 only if referring to U.S. Army:
 Active
 Adjutant General, the (see The)
 Band (see Band)
 branches: Gordon Highlanders;
 Royal Guards; etc.
 Brigade, 1st, etc.; the brigade;
 Robinson's brigade
 Command (see Command)
 Command and General Staff College
 (see College)
 Company A; A Company; the
 company
 Confederate (referring to Southern
 Confederacy); the Confederates
 Continental; Continentals
 Corps (see Corps)
 District of Washington (military);
 the district
 Division, 1st, etc.; the division
 Engineers (the Corps of Engineers);
 the Engineers; *but* Army engineer
 Establishment
 Field Establishment
 Field Forces (see Forces)
 Finance Department; the Department
 1st, etc.
 General of the Army; *but* the general
 General Staff; the Staff
 Headquarters, 1st Regiment
 Headquarters of the; the head-
 quarters
 Hospital Corps (see Corps)

¹ The colon is preferred; a dash is permissible; but
 acomma is too weak.

Army—Continued

Medical Museum (see Museum)
 Organized Reserves; the Reserves
 Regiment, 1st, etc.; the regiment
 Regular Army officer; a Regular
 Revolutionary (American, British,
 French, etc.)
 service
 Surgeon General, the (see Surgeon
 General)
 Volunteer; the Volunteers; a Volunteer
 army:
 Lee's army; *but* Clark's 5th Army
 mobile
 mule, shoe, etc.
 of occupation; occupation army
 Red
 Arsenal, Rock Island, etc.; the arsenal
 article 15; *but* Article 15, when part of
 title: Article 15:² Uniform Code of
 Military Justice
 Articles of Confederation (U.S.)
 Assembly of New York; the assembly
 (see also Legislative Assembly)
 Assembly (see United Nations)
 Assistant, if part of capitalized title;
 the assistant
 assistant, Presidential (see Presidential)
 Assistant Secretary (see Secretary)
 Associate Justice (see Supreme Court)
 Association, if part of name; capitalized
 standing alone if referring to Fed-
 eral unit:
 American Association for the Ad-
 vancement of Science; the associ-
 ation
 Federal National Mortgage (Fannie
 Mae); the Association
 Young Men's Christian; the associ-
 ation
 Astrophysical Observatory (see Ob-
 servatory)
 Atlantic:
 Charter (see Charter)
 coast
 community
 Coast States
 Destroyer Flotilla; the destroyer flo-
 tilla; the flotilla
 Fleet (see Fleet)
 mid-Atlantic
 North
 Pact (see Pact)
 seaboard
 slope
 South
 time, standard time (see time)
but cisatlantic; transatlantic
 Attorney General (U.S.); *but* attorney
 general of Maine, etc.
 attorney, U.S.
 Authority, capitalized standing alone if
 referring to Federal unit:
 National Shipping; the Authority
 Port of New York; the port author-
 ity; the authority

Authority—Continued

St. Lawrence Seaway Authority of
 Canada; the authority
 Tennessee Valley; the Authority
 autumn
 Avenue, Constitution, etc.; the avenue
 Award: Distinguished Service, Merit,
 Mother of the Year, etc.; the award
 (see also decorations, etc.)
 Axis, the (see alliances)
 Badlands (S. Dak. and Nebr.)
 Balkan States (see States)
 Baltic States (see States)
 Band, if part of name; the band:
 Army, Marine, Navy, Sousa's
 Eastern, etc. (of Cherokee Indians)
 Bank, if part of name; the bank;
 capitalized standing alone if refer-
 ring to international bank:
 Export-Import Bank of Washington
 (Eximbank); Export-Import Bank;
 the Bank
 Farm Loan Bank of Dallas; Dallas
 Farm Loan Bank; farm loan bank;
 farm loan bank at Dallas
 Farmers & Mechanics, etc.
 Federal home loan bank at Cum-
 berland
 Federal Land Bank of Louisville;
 Louisville Federal Land Bank; land
 bank at Louisville; Federal land bank
 Federal Reserve Bank of New York;
 Richmond Federal Reserve Bank;
but Reserve bank at Richmond;
 Federal Reserve bank; Reserve
 bank; Reserve city
 First National, etc.
 German Central; the Bank
 International Bank for Reconstruc-
 tion and Development; the Bank
 International Monetary; the Bank
 International World; the Bank
but blood bank, central reserve, soil bank
 Barracks, if part of name; the barracks:
 Carlisle
 Disciplinary (Leavenworth)
 Marine (District of Columbia)
but A barracks; barracks A; etc.
 Base, Andrews Air Force; Air Force
 base; the base (see also Naval Base);
but Sandia Base
 Basin (see geographic terms)
 Battery, the (New York City)
 Battle, if part of name; the battle:
 of Gettysburg; *but* battle at Gettys-
 burg; etc.
 of the Bulge; of the Marne; of the
 Wilderness; of Waterloo; etc.
 battlefield, Bull Run, etc.
 battleground, Manassas, etc.
 Belt, if part of name; the belt:
 Corn
 Cotton
 Dairy
 Ice
 Wheat
but Bible belt, goiter belt

² See footnote 1, p. 34.

- beltway (referring to District, Maryland, or Virginia)
- Bench (see Supreme Bench)
- Benelux (see alliances)
- Bible; Biblical; Scriptures; etc. (see also book)
- Big Inch; Little Inch (pipelines)
- bill, Kiess; Senate bill 217; House bill 31 (see also appropriation bill)
- Bill of Rights (historic document); *but* GI bill of rights
- Bizonia; bizonal; bizone
- Bluegrass region, etc.
- B'nai B'rith
- Board, if part of name; capitalized standing alone only if referring to Federal, interdepartmental, District of Columbia, or international board:
- Civil Aeronautics
 - Employees' Compensation Appeals
 - Federal Maritime
 - Federal Reserve (see Federal)
 - General (Navy)
 - Loyalty Review
 - Macy Board, etc. (Federal board with name of person)
 - Military Production and Supply (NATO)
 - of Directors (Federal unit); *but* board of directors (nongovernmental)
 - of Education (District of Columbia)
 - of Health of Montgomery County; Montgomery County Board of Health; the board of health; the board
 - of Managers (of the Soldiers' Home)
 - of Regents (Smithsonian)
 - of Visitors (Military and Naval Academies)
 - on Geographic Names
- Bolshevik; Bolsheviks (collective plural); Bolshevik; bolshevism
- bond:
- defense bond; defense savings bond; savings bond; defense savings bonds and stamps; series E bond; savings bonds and stamps
 - Victory bond; the bond
 - war savings bond; savings bond; war bond
 - also* governments, treasuries
- book:
- books of the Bible
 - First Book of Samuel; etc.
 - Good Book (synonym for Bible)
- book 1, I, etc.; *but* Book 1, when part of title: Book 1:³ The Golden Legend
- border, United States-Mexican
- Borough, if part of name: Borough of the Bronx; the borough
- Botanic Garden (National); the garden
- Bowl, Dust, Ice, Rose, etc.; the bowl
- Boxer Rebellion (see Rebellion)
- Boy Scouts (the organization); a Boy Scout; a Scout; Scouting
- Branch, if part of name; capitalized standing alone only if referring to a Federal or District of Columbia unit:
- Accounts Branch
 - Public Buildings Branch
 - but* executive, judicial, or legislative branch
- Bridge, if part of name; the bridge:
- Arlington Memorial; Memorial
 - Francis Scott Key; Key
 - M Street
 - but* Pennsylvania Railroad bridge
- Brother(s) (adherent of religious order)
- Budget of the United States (publication); the Budget (Bureau implied); the budget
- budget:
- department
 - estimate
 - Federal
 - message
 - performance-type
 - President's
- Building, if part of name; the building:
- Capitol (see Capitol Building)
 - Colorado
 - House (or Senate) Office
 - Investment
 - New House (or Senate) Office
 - Old House Office
 - Pentagon
 - the National Archives; the Archives
 - Treasury; Treasury Annex
- Bulletin 420; Farmers' Bulletin No. 420
- Bureau, if part of name; capitalized standing alone only if referring to Federal, District of Columbia, or international unit:
- of Customs; Customs Bureau
 - of Engraving and Printing
 - of Foreign and Domestic Commerce of Indian Affairs
 - of Mines; Mines Bureau
 - of Social Hygiene, New York; the bureau; etc.
 - of the Budget; Budget Bureau
- Cabinet, American or foreign, if part of name or standing alone (see also foreign cabinets):
- British Cabinet; the Cabinet
 - the President's Cabinet; the Cabinet; Cabinet officer, member
- Calendar, if part of name; the calendar:
- Consent; etc.
 - House
 - No. 99
 - of Bills and Resolutions
 - Private
 - Senate
 - Unanimous Consent
 - Union
 - Wednesday (legislative)
- Cambrian age (see Ages)
- Camp Gary, etc.; the camp

³ See footnote 1, p. 34.

- Canal, with name; the canal:
 Cross-Florida Barge
 Isthmian
 Panama
 Zone (Isthmian); the zone (see also Government)
- Cape (see geographic terms)
- Capital, Capital City, National Capital (Washington, D.C.); *but* the capital (State)
- Capitol Building (State); the capitol
 Capitol, the (Washington, D.C.):
 Architect of (see Architect of the Capitol)
 caucus room
 Chamber
 dome
 Grounds
 Hall of Fame; the Hall
 Halls (House and Senate)
 Halls of Congress
 Hill; the Hill
 Police (see Police)
 Power Plant
 Prayer Room
 Press Gallery, etc.
 rotunda
 Senate wing
 stationery room
 Statuary Hall
 the well (House or Senate)
- Cemetery, if part of name: Arlington National; the cemetery
- Census:
 Seventeenth Decennial (title); Seventeenth Census (title); the census
 1960 census
 1960 Census of Agriculture; the census of agriculture; the census the 14th and subsequent decennial censuses
- Center, Agricultural Research, etc.; the Center
 central Asia, central Europe, etc.
 Central States
 central time, central standard time (see time)
 century, first, 20th, etc. (see rule 11.9)
- Chair, the, if personified
- Chairman:
 of the Board of Directors; the Chairman (Federal); *but* chairman of the board of directors (non-Federal)
 of the Committee of the Whole House; the Chairman
 of the Federal Trade Commission; the Chairman
 of the Loyalty Board; the Chairman *but* chairman of the Appropriations Committee
- Chamber of Commerce: the chamber:
 of Ada; Ada Chamber of Commerce; the chamber of commerce
 of the United States; U.S. Chamber of Commerce; the chamber of commerce; national chamber
- Chamber, the (Senate or House)
- channel 3 (TV); the channel (see also geographic terms, p. 45)
- Chaplain (House or Senate); *but* Navy chaplain
 chapter 5, II, etc.; *but* Chapter 5, when part of title: Chapter 5:⁴ Research and Development; Washington chapter, Red Cross
- Chargé d'Affaires, British, etc.; the Chargé d'Affaires; the Chargé
 chart 2, A, II, etc.; *but* Chart 2, when part of legend: Chart 2.—Army strength
- Charter, capitalized with name; the charter:
 Atlantic
 United Nations
- cheese: Camembert, Cheddar, Roquefort, etc.
- Chief, if referring to head of Federal or District of Columbia unit; the Chief:
 Forester (see Forester)
 Intelligence Office
 Justice (U.S. Supreme Court); *but* chief justice (of a State)
 Magistrate (the President) of Division of Publications of Engineers (Army)
 of Naval Operations
 of Staff
 of the Bureau of Insular Affairs
- Chief Clerk, if referring to head of Federal or District of Columbia unit
- Christian; Christian name, etc.; Christendom; Christianity; Christianize; *but* christen
- church and state
- church calendar:
 Christmas
 Easter
 Lent
 Whitsuntide (Pentecost)
- Church, if part of name of organization or building
- Circle, if part of name; the circle:
 Arctic
 Logan
but great circle
- Circular 420
- cities, sections of, official or popular names:
 East Side
 Latin Quarter
 North End
 Northwest Washington, etc. (District of Columbia); the Northwest; *but* northwest (directional)
 the Loop
- City, if part of corporate or popular name; the city:
 Kansas City; the two Kansas Citys
 Mexico City
 New York City
 Twin Cities
 Washington City; *but* city of Washington
 Windy City
but Reserve city (see Bank)

⁴ See footnote 1, p. 34.

- civil action No. 46
civil defense
Civil Air Patrol (see Air Force)
Civil Service, capitalize only when word "Commission" follows or is implied:
the Civil Service has ruled
but civil service employee, examination, etc.
Civil War (see War)
Clan, if part of tribal name; the clan
class 2, A, II, etc.; *but* Class 2 when part of title: Class 2:⁵ Leather Products
Clerk, the, of the House of Representatives; of the Supreme Court of the United States
coal sizes: pea, barley, buckwheat, stove, etc.
coast: Atlantic, east, gulf, west, etc.
Coast Guard, U.S.; the Coast Guard;
Coastguardsman Smith; *but* a coastguardsman; a guardsman
Coastal Plain (Atlantic and Gulf)
Code (in shortened title of a publication); the code:
District
Federal Criminal
Internal Revenue
International (signal)
of Federal Regulations
Penal; Criminal; etc.
Pennsylvania State
Radio
Television
Uniform Code of Military Justice
United States
but civil code; flag code; Morse code
collection, Brady, etc.; the collection
collector of customs
College, if part of name; the college:
Armed Forces Staff
Command and General Staff
Gettysburg
National War
of Bishops
but electoral college
college degrees: bachelor of arts, master's, etc.
Colonials (American Colonial Army);
but colonial times, etc.
Colonies, the:
Thirteen
Thirteen American
Thirteen Original
but 13 separate Colonies
colonists, the
Colony: Cyprus, Crown Colony of Hong Kong; the colony, crown colony
Cominform (see U.S.S.R.)
Command, capitalize with name; the command:
Air Materiel
GHQ Far East
Joint Far Eastern
Potomac River Naval
Zone of Interior
- Commandant, the (Coast Guard or Marine Corps only)
Commandos, the; Commando raid; a commando; a commandoman
Commission, if part of name; capitalized standing alone if referring to Federal, District of Columbia, or international commission:
Alaska Road
Atomic Energy
Civil Service
District (District of Columbia)
Electoral
International Boundary, United States, Alaska, and Canada
of Fine Arts
on Civil Rights
on Organization of the Executive Branch of the Government (Hoover)
Public Buildings
Public Utilities (District of Columbia)
Commissioner, if referring to Federal, District of Columbia, or international commission; the Commissioner
Land Bank; *but* land bank commissioner loans
of Customs
of Immigration and Naturalization
of Patents
of the District of Columbia; the Commissioner(s)
of the Five Civilized Tribes, etc.
U.S. (International Boundary Commission, etc.)
but a U.S. commissioner
Committee, if part of name; the Committee, if referring to international or noncongressional Federal committee or to the Committee of the Whole, the Committee of the Whole House, or the Committee of the Whole House on the State of the Union:
American Medical Association Committee on Education; the committee
Appropriations, etc.; the committee; Subcommittee on Appropriations; the subcommittee; subcommittee of the Appropriations Committee
Democratic National; the national committee; the committee; national committeeman
Democratic policy committee; the committee
Federal Reserve Ad Hoc Committee on Coins
Interagency Advisory Committee on Domestic Transport and Storage and Post Utilization; the Committee
Joint Committee on Atomic Energy; the Joint Committee; the committee; *but* a joint committee

⁵ See footnote 1, p. 34

- Committee—Continued
of Defense Ministers (NATO); the Committee (see also Organization, North Atlantic Treaty)
of One Hundred, etc.; the committee on Finance; the committee on Post Office and Civil Service; the committee on Public Safety; the committee President's Advisory Committee on Management; the Committee Republican National; the national committee; the committee; national committeeman
Republican policy committee; the committee
Select Committee on Astronautics and Space Exploration; the select committee
Senate policy committee
Subcommittee No. 5, etc.; the subcommittee
Subcommittee on Immigration
but Kefauver committee
ad hoc committee
Committee Print No. 32; committee print
Common Market; the market (European Economic Community); *also* Common Market Treaty; Inner Six; Outer Seven
Commonwealth of Australia, Massachusetts, etc.; British Commonwealth; the Commonwealth
Commune (of Paris)
Communist; communism; communistic
Communist government, etc. (see U.S.S.R.)
Community, European Coal and Steel; European Economic; the Community; *but* the Atlantic community
compact, U.S. marine fisheries, etc.; the compact
Company, if part of name; capitalized standing alone if referring to unit of Federal Government:
Panama Railroad Company; the Company
Procter & Gamble Co.; the company
Comptroller:
of the Currency; the Comptroller of the Post Office Department; the Comptroller
Comptroller General (U.S.); the Comptroller
Comsat
conelrad
Confederacy (of the South)
Confederate Army; government; soldier; States
Confederation, Swiss; the Confederation
Conference, if referring to governmental (U.S.) or international conference:
Bretton Woods; the Conference
Judicial Conference of the United States; U.S. Judicial Conference; Judicial Conference; the Conference
Sixth Annual Conference of Southern Methodist Churches; the conference
Confession, Augsburg
Congress (convention), if part of name; capitalized standing alone if referring to international congress:
International Good Roads; Good Roads; the Congress
of Parents and Teachers, National; the congress
Congress (legislature), if referring to national congress:
of Bolivia, etc.; the Congress of the United States; First, Second, 11th, 82d, etc. (see rule 11.9); the Congress
Congressional:
Directory; the directory
District, First, 11th, etc.; the First, 11th, District (see rule 11.9); the congressional district; the district
Library; the Library
Medal of Honor (see decorations)
but congressional action, committee, etc.
Congressman; Congressman at Large; Member of Congress; Member; membership
Constitution, with name of country; capitalized standing alone when referring to a specific national constitution; *but* New York State constitution; the constitution
constitutional
consul, British, etc.
consul general, British, etc.
consulate, British, etc.
Consumer Price Index (official title); the price index; the index; *but* a consumers' price index (descriptive)
Continent, only if following name; American Continent; the continent; *but* the Continent (continental Europe)
Continental:
Army; the Army
Congress; the Congress
Divide (see Divide)
Outer Continental Shelf
Shelf; the shelf
continental:
care not a continental, etc.
Europe, United States, etc.
Continental (Revolutionary soldiers)
Convention, governmental (U.S.), international, or national political; the convention:
Constitutional (United States, 1787); the Convention
Democratic National; Democratic Genocide
19th Annual Convention of the American Legion
on International Civil Aviation
Universal Postal Union; Postal Union *also* International Postal; Warsaw convention of 1907 (not formal name)
Coordinator of Information; the Coordinator

- copper age (see Ages)
 Corn Belt (see Belt)
 Corporation, if part of name; the Corporation, if referring to unit of Federal Government:
 Commodity Credit
 Federal Deposit Insurance
 Petroleum Reserves
 Rand Corp.; the corporation (see also abbreviation, p. 164)
 St. Lawrence Seaway Development Corporation
 Union Carbide Corp.; the corporation
 Virgin Islands
 Corps, if part of name; the corps (non-military); the Corps (see also Reserve):
 Adjutant General's
 Army Hospital
 Artillery
 Chemical
 Counterintelligence
 Enlisted Reserve
 Finance
 Foreign Service Officer (see Foreign Service)
 Job
 Judge Advocate General's
 Marine (see Marine Corps)
 Medical
 Military Police
 Nurse
 of Engineers; Army Engineers; the Engineers; *but* Army engineer
 Officers' Reserve
 Ordnance
 Peace (the corpsman)
 Quartermaster
 Reserve Officers' Training (ROTC)
 VII Corps, etc. (see rule 11.9)
 Signal
 Teacher
 Transportation
 Women's Army (WAC); a Wac; the Wacs
 Youth
 but diplomatic corps
 corpsman; hospital corpsman
 Cotton Belt (see Belt)
 Council, if part of name; capitalized standing alone if referring to Federal or international unit (see also United Nations):
 Boston City; the council
 Choctaw, etc.; the council
 Federal Personnel; the Council
 His Majesty's Privy Council; the Privy Council; the Council
 National Security; the Council
 of Foreign Ministers (NATO); the Council
 of the Organization of American States; the Council
 Philadelphia Common; the council
 councilor, privy
 Counsel (see General Counsel)
 County, Frederick; county of Frederick; County Kilkenny, etc.; the county
 Court (of law) (see also Courtwork, pp. 229-240); capitalized if part of name of national or international court, U.S. court, district court, or State court; lowercased if city or county court; capitalized standing alone if referring to the Supreme Court of the United States, to Court of Impeachment (U.S. Senate), or to international court:
 Circuit Court of the United States for the Second Circuit; Circuit Court for the Second Circuit; the circuit court; the court
 Court of Appeals of the State of Wisconsin, etc.; the court of appeals; the court
 Court of Claims; the court
 Court of Customs and Patent Appeals; the court
 Court of Impeachment, the Senate; the Court
 District Court of the United States for the Eastern District of Missouri; the district court; the court
 District of Columbia court of general sessions
 Emergency Court of Appeals, United States; the court
 International Court of Justice; the Court
 Permanent Court of Arbitration; the Court
 Supreme Court of the United States (see Supreme Court)
 Supreme Court of Virginia, etc.; the supreme court; the court
 Tax Court; the court
 U.S. Court of Appeals for the District of Columbia; the court
 Covenant, League of Nations; the covenant
 Creed, Apostles'; the Creed
 Croix de Guerre (see decorations)
 Crown, if referring to a ruler; *but* crown colony, lands, etc. (see rule 3.19)
 Current, if part of name; the current:
 Arctic
 Humboldt
 Japan
 North Equatorial
 customhouse; customs official
 czar; czarist
 Dairy Belt (see Belt)
 Dalles, The; *but* the Dalles region
 Dam (see geographic terms)
 Dark Ages (see Ages)
 Dark Continent (Africa)
 Daughters of the American Revolution; a Real Daughter; King's Daughters; a Daughter
 days (see holidays)
 D-day, etc. (see holidays)
 dean of the diplomatic corps
 Declaration, capitalized with name: of Independence; the Declaration of Panama; the declaration

decorations, medals, etc., awarded by United States or any foreign national government; the medal, the cross, the ribbon (see also awards):

Air Medal
Bronze Star Medal
Commendation Ribbon
Congressional Medal of Honor
Croix de Guerre
Distinguished Flying Cross
Distinguished Service Cross
Distinguished Service Medal
Good Conduct Medal
Iron Cross
Legion of Merit
Medal for Merit
Medal of Freedom
Medal of Honor
Purple Heart
Silver Star
Soldier's Medal
Victoria Cross
Victory Medal

also Carnegie Medal, etc.

Decree (see Executive; Royal Decree)

Deep South

defense bond (see bond)

Defense Establishment (see Establishment)

De Gaulle Free French; Free French; Fighting French; *but* de Gaullist

Deity, words denoting, capitalized delegate (to a conference); the delegate; the delegation

Delegate (U.S. Congress)

Delta, Mississippi River; the delta

Department, if part of name; capitalized standing alone if referring to Federal, District of Columbia, or international unit:

Highway (District of Columbia)

Post Office

Treasury

Yale University Department of Economics; the department of economics; the department

Department of New York, American Legion

department:

clerk

legislative, executive, judicial departments

Depot, if part of name; the depot (see also Station)

Deputy, if part of capitalized title; *but* the deputy

derivatives of proper names:

alaska seal (fur)	belleekware
angora wool	benday process
angstrom unit	bessemer steel
apache (Paris)	bohemian set
argyle wool	bologna sausage
artesian well	bordeaux mixture
astrakhan fabric	bourbon whisky
axminster rug	bowie knife
babbitt metal	braille
bakelite	

derivatives of proper names—con.

brazil nut	india ink
brazilwood	india rubber
brewer's yeast	intertype ⁶ slug
bristolboard	italic type
britannia metal	jamaica ginger
britanniaaware	japan varnish
brussels carpet	jersey fabric
brussels sprouts	johnin test
bunsen burner	joule
burley tobacco	kafircorn
cesarean operation	klieg light
canada balsam (microscopy)	knickerbocker
carlsbad twins (petrography)	kraft paper
cashmere shawl	lambert
castile soap	leghorn hat
chantilly lace	levant leather
chesterfield coat	levantine silk
china clay	lilliputian
chinese blue	linotype ⁶ slug
Chinook Salmon	logan tent
climax basket	london purple
collins (drink)	ludlow ⁶ type
congo red	lufbery circle
cordovan leather	lynch law
coulomb	lyonnaise potatoes
curie	macadamized road
decauville rail	mach (no period) number
degaussing apparatus	madrass cloth
delftware	magnot line
derby hat	manila paper
diesel engine,	maraschino
dieselize	cherry
dotted swiss	mason jar
epsom salt	maxwell
fedora hat	melba toast
fletcherize	mercerized fabric
frankfurt sausage	merino sheep
frankfurter	monotype ⁶ matter
french chalk	morocco leather
french dressing	morris chair
french-fried potatoes	murphy bed
fuller's earth	navy blue
gargantuan	nelson, half nelson, etc.
gauss	neon light
georgette crepe	newmarket cloak
german silver	newton
gilbert	nissen hut
glauber salt	norfolk jacket
gothic type	oriental rug
graham bread	osnaburg cloth
harderian gland	oxford shoe
harveyized steel	panama hat
herculean task	parianware
hessian fly	paris green
holland cloth	parkerhouse roll
hoolamite detector	pasteurized milk
hudson seal (fur)	persian lamb
	petri dish
	pharisaic

⁶ Lowercased as adjective, but still capitalized if referring to machine itself.

derivatives of proper names—con.

philistine	spanish omelet
pitman arm	stillson wrench
pitot tube	stubs wire
plaster of paris	surah silk
portland cement	swiss cheese, <i>but</i>
prussian blue	Swiss watch
pullman car;	tabasco sauce
pullmanize	taintor gate
quisling	timothy grass
quixotic idea	turkey red
quonset hut	turkish towel
rembert wheel	utopia, utopian
roentgen	vandyke collar
roman candle	vaseline
roman cement	venetian blind
roman type	venturi tube
russia leather	victoria (carriage)
russian bath	vienna bread
rutherford	virginia reel
sanforize	wedgwoodware
saratoga chips	wheatstone
scotch plaid	bridge
scotch tape	wilton rug
shanghai	woodruff key
siamese twins	zeppelin
simon pure	

deutsche mark

diplomatic corps (see also Corps; service)

Director, if referring to head of Federal, District of Columbia, or international unit; the Director:

District Director of Internal Revenue
of Coast and Geodetic Survey
of Fish and Wildlife Service
of the Budget
of the Mint

of Vehicles and Traffic

but director, board of directors (non-governmental)

Director General of Foreign Service;
the Director General; the Director

Distinguished Service Medal, etc. (see decorations)

District, if part of name; the district:

Alexandria School District No. 4;
the school district

Chicago Sanitary; the sanitary district

Congressional (see Congressional; see p. 39 for clarification)

Federal (see Federal)

1st Naval; naval district

Grant County Public Utility; the utility district

Imperial Valley Irrigation; the irrigation district

Los Angeles Water; the water district

Manhattan Engineer (atomic)

but customs district No. 2; first assembly district; school district No. 4

District of Columbia; the District:

Anacostia Flats; the flats

Arlington Memorial Bridge; the Memorial Bridge; the bridge

beltway, the (Maryland and Virginia)

District of Columbia—Continued

court of general sessions

District jail; the jail

Engineer Commissioner; the Commissioner

Engineer Department; the Department

General Hospital; the hospital

Highway Bridge; 14th Street Bridge; the bridge

juvenile court; the court

Mall, the

Metropolitan Police; Metropolitan policeman; the police

Monument Grounds; the grounds

Monument, Washington; the monument

police court

Public Library; the library

Reflecting Pool; the pool

Speedway, the

Tidal Basin; the basin

Village, the

Washington Channel; the channel

Divide, Continental (Rocky Mountains); the divide

Divine Father; *but* divine guidance, divine providence, divine service

Division, Army, if part of name: 1st Division; the division

Division, if referring to Federal or District of Columbia governmental unit; the Division:

Electro-Motive Division; the division; *but* division of General Motors

of Air Services

of Parcel Post

of Railway Mail Service

of the Federal Register

Passport

Trinity River division (reclamation); the division

Dixie; Dixiecrat

docket No. 66

Doctrine, Monroe; the doctrine; *but*

Truman, Eisenhower doctrine

Document, if part of name; the document:

Document No. 2

Document Numbered One Hundred and Thirty

Dominion of Canada, of New Zealand, etc.; the Dominion; *but* British dominions; a dominion; dominion

status

drawing II, A, 3, etc.; *but* Drawing 2 when part of title: Drawing 2.—

Hydroelectric Power Development

Driftless Area (Mississippi Valley)

Dust Bowl (see Bowl)

eagle boat (class)

earth, lowercase unless used with names of other planets

East:

Coast (Africa)

Europe (political entity)

- East—Continued
 Germany (political entity)
 Middle, Mideast (Asia)
 Near (Balkans)
 South Central States
 the East (section of United States);
also Communist political entity
- east:
 Africa
 coast (U.S.)
 Pennsylvania
- Eastern:
 Europe (political entity)
 Far (Orient) (see Far East)
 Germany (political entity)
 Gulf States
 Hemisphere (see Hemisphere)
 Middle, Mideastern (Asia)
 North Central States
 Shore (Chesapeake Bay)
 States
 United States
- eastern:
 France
 seaboard
 time, eastern standard time (see
 time)
 Wisconsin
- easterner
- E-bond
- elector, presidential (see Presidential
 electoral college; the electors)
 Elizabethan Age (see Ages)
 Emancipation Proclamation (see Proc-
 lamation)
 Embassy, British, etc.; the Embassy
 Emperor, Ethiopian, etc.; the Emperor
 Empire, Ethiopian, etc.; the Empire;
but an empire
 Engine Company, Bethesda; engine
 company No. 6; No. 6 engine com-
 pany; the company
 Engineer Commissioner (see District
 of Columbia)
 Engineer Department (see District of
 Columbia)
 Engineer officer, etc. (of Engineer
 Corps); the Engineers
 Engineers, Chief of (see Chief)
 Engineers, Corps of (see Corps)
 Envoy Extraordinary and Minister
 Plenipotentiary; the Envoy; the Min-
 ister
- Equator, the; equatorial
- Establishment, if part of name; the
 establishment:
 Army
 Army Field
 Defense
 Military
 Naval; *but* naval establishments
 Navy
 Post Office; Postal
 Regular
 Reserve
 Shore
but civil establishment; legislative
 establishment
- Estate, Girard (a foundation); the es-
 tate
 estate, third (the commons); fourth
 (the press); etc.
 European theater of operations; the
 European theater; the theater
 Excellency, His; Their Excellencies
 Exchange, New York Stock; the stock
 exchange; the exchange
 Executive (President of United States):
 Decree No. 100; Decree 100; *but*
 Executive decree; direction
 Document No. 95
 Mansion; the mansion; the White
 House
 Office; the Office
 Order No. 34; Order 34; *but* Execu-
 tive order
 power
- executive:
 agreement document
 branch paper
 communication privilege
 department
- exhibit 2, A, II, etc.; *but* Exhibit 2,
 when part of title: Exhibit 2:⁷ Cap-
 ital Expenditures, 1935-49
- Expedition, Byrd; Lewis and Clark;
 the expedition
- Experiment Station (see Station)
- Explorer I, etc.
- Exposition, California-Pacific Interna-
 tional, etc.; the exposition
- Express, if part of name: Federal
 Express, the
- Fair Deal
- Fair, World's, etc.; the fair; Texas State
 Fair
- Falangist
- fall (season)
- Falls, Niagara; the falls
- fanciful appellations capitalized:
 Bay State (Massachusetts)
 Big Four (powers, railroad, etc.)
 City of Churches (Brooklyn)
 Fair Deal
 Great Father (the President)
 Great Society
 Keystone State (Pennsylvania)
 New Deal
 New Frontier
 the Hub (Boston)
- Far East, Far Eastern (the Orient);
 Far West (U.S.); *but* far western
- Farm, if part of name; the farm:
 Johnson Farm; *but* Johnson's farm
 San Diego Farm
 Wild Tiger Farm
- Fascist; Fascisti; fascistic; fascism
- Father of his Country (Washington)
- Federal (synonym for United States or
 other sovereign power):
 District (Mexico)
 Government (of any national gov-
 ernment)

⁷ See footnote 1, p. 34.

Federal—Continued

grand jury; the grand jury
land bank (see Bank)
Personnel Council (see Council)
Register (publication); the Register
Reserve bank (see Bank)
Reserve Board, the Board; *also* Federal Reserve System, the System;
Federal Reserve Board Regulation
W, *but* regulation W

federally

fellow, fellowship (academic); lower-case with name

Field, Byrd, Stewart, etc.; the field

fifth column; fifth columnist

figure 2, A, II, etc. (illustration); *but*

Figure 2, when part of legend: Figure 2.—Market scenes

firm names:

A-C Spark Plug Co.
Allen-A Co.
Allen B. Du Mont Laboratories
Allis-Chalmers Manufacturing Co.
Aluminium, Ltd.
American Bank Note Co.
American Telephone & Telegraph Co.
Appleton-Century-Crofts, Inc.
Bausch & Lomb Optical Co.
Beech-Nut Life Savers, Inc.
Carson, Pirie, Scott & Co.
Champion Paper & Fibre Co.
Chance Vought Aircraft, Inc.
Chicago & North Western Railway Co.
Colgate-Palmolive Co.
Colt's Patent Fire Arms Manufacturing Co.
Curtiss-Wright Corp.
D.C. Transit System, Inc.
Deepfreeze Appliance Division
De Laval Steam Turbine Co.
DeVilbiss Co.
Dillon, Read & Co.
Dow Jones & Co.
Dun & Bradstreet
E. I. du Pont de Nemours & Co.
Francis I. du Pont & Co.
Eagle-Picher Co., Inc.
Electric Auto-Lite Co.
Fibreboard Paper Products Corp.
Great Atlantic & Pacific Tea Co. (A. & P.)
Grumman Aircraft Engineering Corp.
Halsey, Stuart & Co.
Harris-Intertype Corp.
Hart Schaffner & Marx
Houghton Mifflin Co.
Ingersoll-Rand Co.
Johns-Manville Corp.
Kennecott Copper Co.
R. G. LeTourneau, Inc.
LeTourneau-Westinghouse Co.
Libbey-Owens-Ford Glass Co.
Libby, McNeill & Libby
Macmillan Co.
Merck Sharp & Dohme Division
Merrill Lynch, Pierce, Fenner & Smith

firm names—continued

Montgomery Ward & Co.
Moore-McCormack Lines, Inc.
Olin Mathieson Chemical Corp.
Owens-Corning Fiberglas Corp.
Parke, Davis & Co.
J. C. Penney Co.
Phelps Dodge Corp.
Price Waterhouse & Co.
Procter & Gamble Co.
Rand McNally & Co.
Sears, Roebuck & Co.
Smith Kline & French Laboratories
Sperry Rand Corp.
Sunray-DX Oil Co.
Trans World Airlines
First Lady (wife of President)
First World War (see War)
flag code
flag, U.S.:
Old Flag, Old Glory
Stars and Stripes
Star-Spangled Banner
flags, foreign:
Tricolor (French)
Union Jack (British)
United Nations
Flats, Anacostia (see District of Columbia)
Fleet, if part of name; the fleet:
Atlantic
Channel
Grand
High Seas
Marine Force
Naval Reserve
Pacific, etc. (naval)
6th Fleet, etc.
U.S.
floor (House or Senate)
Force(s), if part of name; the force(s):
Active Forces
Air (see also Air Force)
Armed Forces (synonym for overall Military Establishment)
Army Field Forces; the Field Forces
Fleet Marine
Navy Battle (see Navy)
Navy Scouting (see Navy); Reserve Force
7th Task; the task force; *but* task force report (Hoover Commission)
United Nations Emergency; the Emergency Force; the Force; *but* United Nations police force
foreign cabinets:
Foreign Office; the Office
Minister of Foreign Affairs; the Minister
Ministry of Foreign Affairs; the Ministry
Premier
Prime Minister
Foreign Legion (French); the legion
Foreign Service; the Service:
officer
Officer Corps; the corps
Reserve officer; the Reserve officer

Foreign Service—Continued
 Reserve Officer Corps; the Reserve Corps; the corps
 Staff officer; the Staff officer
 Staff Officer Corps; the Staff Corps; the corps
 Forest, if part of name; the national forest; the forest:
 Angeles National
 Black
 Coconino and Prescott National Forests
but State and National forests
 Forester (Chief of Forest Service); the Chief; *also* Chief Forester
 form 2, A, II, etc.; *but* Form 2, when part of title: Form 1040:⁸ Individual Income Tax Return; *but* withholding tax form
 Fort McHenry, etc.; the fort
 Foundation, if part of name; capitalized standing alone if referring to Federal unit:
 Chemical; the foundation
 Infantile Paralysis; the foundation
 National Science; the Foundation
 Russell Sage; the foundation
 Founding Fathers (colonial)
 four freedoms
 Four Power Pact (see Pact)
 free list; *but* Title I:⁸ Free List
 free trade area
 free world
 Frisco (for San Francisco; no apostrophe)
 Fritalux (see alliances)
 Fund, if part of name; capitalized standing alone if referring to international or United Nations fund:
 Common Market
 Development Loan Fund; the Fund (U.S. Government corporation)
 International Monetary
 Rockefeller Endowment; the fund
 Special Projects (U.N.)
but civil service retirement fund; mutual security fund; national service life insurance fund; revolving fund
 Gadsden Purchase
 Gallery of Art, National (see National)
 Garand rifle
 Geiger counter
 general agreement (see Agreement)
 General Board (of Navy) (see Board)
 General Counsel; the Counsel (Federal)
 General Order No. 14; General Orders, No. 14; a general order
 gentile
 Geographer, the (State Department)
 geographic terms, such as those listed below,^{9 10} capitalized if part of name;

geographic names—continued
 lowercased in general sense (rivers of Virginia and Maryland):
 Archipelago Flat(s)
 Area Floodway
 Arroyo Ford
 Atoll Forest
 Bank Fork (stream)
 Bar Gap
 Basin, Upper Geyser
 (Lower) Colorado River, etc. (legal entity); *but* Glacier
 Hansen flood-control basin; Glen
 Missouri Gorge
 River Basin; Gulch
 upper Colorado River Head
 storage project Hill
 Hogback
 Hollow
 Hook
 Hot Spring
 Bay Icefield
 Bayou Ice Shelf
 Beach Inlet
 Bench Island
 Bend Isle
 Bight Islet
 Bluff Keys (Florida only)
 Bog Knob
 Borough (boro) Lagoon
 Bottom Lake
 Branch (stream) Landing
 Brook Ledge
 Butte Lowland
 Canal; the canal (Panama) Marsh
 Canyon Massif
 Cape Mesa
 Cascade Monument
 Cave Moraine
 Cavern Mound
 Channel; *but* Mississippi Mount
 River channel(s) Mountain
 Narrows
 Neck
 Cirque Needle
 Coulee Notch
 Cove Oasis
 Crag Ocean
 Crater Oxbow
 Creek Palisades
 Crossroads Park
 Current (ocean feature) Pass
 Cut Passage
 Cutoff Peak
 Dam Peninsula
 Delta Plain
 Desert Plateau
 Divide Point
 Dome (not in geologic sense) Pond
 Pool
 Draw (stream) Port (water body)
 Dune
 Escarpment Prairie
 Falls Range (mountain)
 Fault

⁸ See footnote 1, p. 34.⁹ List compiled with the cooperation of the U.S. Board on Geographic Names.¹⁰ See also footnote on p. 62.

geographic terms—continued

Rapids	Spit
Ravine	Spring
Reef	Spur
Reservoir	Strait
Ridge	Stream
River	Summit
Roads (anchor- age)	Swamp
Rock	Terrace
Run (stream)	Thoroughfare
Sea	Trench
Seaway	Trough
Shoal	Valley
Sink	Volcano
Slough	Wash
Sound	Waterway
	Woods

Geological Survey (see Survey)

German measles

GI bill of rights

Girl Scouts (organization); a Girl Scout;
a Scout; Scouting

G-man

Gold Star Mothers (see American)

Golden Age (see Ages)

Golden Rule

Gospel, if referring to the first four
books of the New Testament; *but*
gospel truth

Government:

British, Soviet, etc.; the Government
Canal Zone; the government
department, officials, -owned, publi-
cations, etc. (U.S. Government)

National and State Governments

Printing Office (see Office)

U.S.; National; Federal; Central;
General

government:

Churchill

Communist

European governments

Federal, State, and municipal govern-
ments

insular; island

military

seat of

State

State and Provincial governments

Territorial

governmental

Governor:

of Puerto Rico; the Governor

of the Federal Reserve Board; the
Governor

of the Panama Canal; the Governor

of Wisconsin, etc.; the Governor

but State Governor(s); Governors'
conference; a GovernorGovernor General of Canada; the Gov-
ernor General

grade, market (see market grades)

Grand Army of the Republic; the
Grand Army; the ArmyGrand Army Post No. 63; Post No.
63; Grand Army post; the post

grand jury (see Federal)

Grange, the (National)

graph 2, A, II, etc.; *but* Graph 2, when
part of title: Graph 2.—Production
Levels

Great:

Basin

Beyond

Divide

Father (see fanciful appellations)

Lakes; the lakes; lake(s) traffic

Plains; *but* southern Great Plains

Rebellion (see Rebellion)

War (see War)

White Way (New York City)

great circle (navigation)

Greater Los Angeles, Greater New
York

gross national product (GNP)

Group:

Military Advisory Group; the group

Standing (see Organization)

group 2, II, A, etc.; *but* Group 2, when
part of title: Group II: "List of Coun-
tries by States

guaranteed annual wage (GAW)

Guard, National (see National)

guardsman (see Coast Guard; National
Guard)

Gulf:

Coast States; *but* gulf coast

of Mexico; the gulf

States

Stream; the stream

Hall (U.S. Senate or House)

Halls of Congress

H-bomb; H-hour

Headquarters:

Alaska Command; the command
headquarters4th Regiment Headquarters; regi-
mental headquarters32d Division Headquarters; the divi-
sion headquarters

Heaven (Deity); heaven (place)

Hells (no apostrophe) Canyon

Hemisphere, Eastern; Western; etc.;
the hemisphere

High Church

High Commissioner

High Court (see Supreme Court)

High School, if part of name: Western;
the high schoolHighway Bridge (Washington, D.C.);
the bridgeHighway No. 40; Route 40; State
Route 9; the highway

Hill (the Capitol)

His Excellency the Duke of Athol, etc.;

His Excellency; Their Excellencies

His Majesty; Her Majesty; Their
Majesties¹¹ See footnote 1, p. 34.

- historic events and epochs:
 Reformation, the
 Renaissance, the
 Restoration, the (English)
 Revolution of July (French)
 Revolution, the (American, 1775;
 French, 1789; English, 1688)
- holidays and special days:
 Admission Day
 All Fools'
 Arbor Day
 Armed Forces Day
 Christmas Day, Eve
 Columbus Day
 D-day; D-plus-4-day
 Father's Day
 Flag Day
 Founders' Day
 Fourth of July
 Halloween
 Inauguration Day
 Independence Day
 Labor Day
 Lincoln's Birthday
 Lord's day
 M-day
 Memorial Day (also Decoration Day)
 Mother's Day
 New Year's Day, Eve
 S-D Day (Safe-Driving Day)
 Thanksgiving Day
 V-E Day; V-J Day
 Veterans (no apostrophe) Day
 Washington's Birthday
but election day; primary day
- Holy Scriptures; Holy Writ (Bible)
- Home (see Naval; Soldiers')
- Hospital, if part of name; the hospital:
 District of Columbia General
 5th Regiment
 Freedmen's
 St. Elizabeths (no apostrophe)
but naval (marine or Army) hospital
- hospital corpsman (see corpsman)
- House, if part of name:
 Johnson house (private residence)
 Lee (hotel); the house
 of Representatives; the House (U.S.)
 of the Woods (palace); the house
 Office Building (see Building)
 Ohio (State); the house
but both Houses; lower (or upper)
 House (Congress)
- House of Representatives (U.S.), titles
 of officers standing alone capital-
 ized:
 Chairman (Committee of the Whole)
 Chaplain
 Clerk; *but* legislative clerk, etc.
 Doorkeeper
 folding room
 Official Reporter(s) of Debates
 Parliamentary
 Postmaster
 Sergeant at Arms
 Speaker pro tempore
 Speaker; speakership
- HUD (Department of Housing and
 Urban Development)
 Hudson's Bay Co.
 Hurricane Carol, etc.
- ice age (see Ages)
- independence; in the year of our inde-
 pendence the one hundred and sev-
 enty-sixth
- Indians:
 Absentee Shawnee
 Eastern (or Lower) Band of Chero-
 kee; the band
 Five Civilized Tribes; the tribes
 Shawnee Tribe; the tribe
 Six Nations (Iroquois Confederacy)
- Inquisition, Spanish; the Inquisition
- Institute, if part of name; capitalized
 standing alone if referring to Fed-
 eral or international organization:
 National Cancer; the Cancer Insti-
 tute; the Institute
 National Institutes of Health; the
 Institutes
 of International Law; the Institute
 Woman's Institute; the institute
- Institution, if part of name; capitalized
 standing alone if referring to
 Federal unit:
 Carnegie Institution; the institution
 Smithsonian Institution; the Insti-
 tution
- insular government; island government
- intercoastal waterway (see waterway)
- interdepartmental
- International Court of Justice (see
 Court)
- International Geophysical Year (see
 Year)
- International Hydrological Decade; the
 Decade (UNESCO)
- International Postal Convention (see
 Convention)
- international:
 banks (see Bank)
 date line
 law
 Morse code (see Code)
- interprovincial
- interstate
- Intracoastal Waterway; the waterway
 (see also waterway)
- intrastate
- Irish potato
- Iron Cross (see decorations)
- Iron Curtain; the curtain
- irrigation district (see District)
- Isthmian Canal (see Canal)
- Isthmus of Panama; the isthmus
- Ivory Coast
- Japan Current (see Current)
- Jersey cattle
- Jim Crow law, car, etc.
- Job Corps
- Joint Chiefs of Staff; Chiefs of Staff
- Joint Committee on Atomic Energy
 (see Committee)

- Journal clerk; the clerk
Journal (House or Senate)
Judge Advocate General, the
judiciary, the
- King of England, etc.; the King
Koran, the; Koranic
K-ration
Ku Klux Klan; the Klan
- Laboratory, if part of name: Forest
Products; the Laboratory; *but* the
laboratory (non-Federal)
Lake: Erie, of the Woods, Salt; the lake
Lakes, Great (see Great Lakes)
Lane, if part of name: Maiden; the
lane
Latin American States (see States)
Latter-day Saints
law of nations
law, Walsh-Healey, etc.; law 176; law
No. 176; copyright law; Ohm's, etc.
Legal Adviser of the Department of
State; the Legal Adviser
Legation, Finnish, etc.; the Legation
Legion:
American; the Legion; a Legionnaire
French Foreign; the legion
Legislative Assembly, if part of name:
of New York; the legislative assem-
bly; the assembly
of Puerto Rico; the legislative assem-
bly; the assembly
legislative branch, clerk, session, etc.
Legislature:
National Legislature (U.S. Congress);
the Legislature
Ohio Legislature; Legislature of Ohio;
the legislature
lend-lease materials, etc. (see also Act)
Letters Patent No. 378,964; *but* patent
No. 378,964; letters patent
Levant, the (Mediterranean region)
Liberty Bell; Liberty ship
Librarian of Congress; the Librarian
Library:
Army; the library
Franklin D. Roosevelt; the library
of Congress; the Library
Public (District of Columbia); the
library
Lieutenant Governor of Idaho, etc.; the
Lieutenant Governor
Light, if part of name; the light:
Boston
Buffalo South Pier Light 2; *but* light
No. 2; light 2
but Massachusetts Bay lights
Lighthouse (see Light Station)
Lightship, if part of name; the light-
ship:
Grays Reef Lightship
North Manitow Shoal Lightship
Light Station, if part of name; the light
station; the station:
Minots Ledge Light Station
Watch Hill Light Station
- Line(s), if part of name; the line(s):
Burlington Lines (railroad)
Greyhound Line (bus)
Holland-America Line (steamship)
line:
DEW
maginot
Mason-Dixon line *or* Mason and
Dixon's line
Pinetree
State
Little Inch; Big Inch (pipelines)
Little Steel formula, etc.
Local: Teamsters Local Union No. 15;
but local No. 15
local time, local standard time (see time)
Loop, the (see cities)
Louisiana Purchase
Low Church
Lower, if part of name:
California (Mexico)
Colorado River Basin
Egypt
Peninsula (of Michigan)
but lower (or upper) House of Con-
gress; lower Mississippi
- Mafia
Magna Carta
Majesty, His, Her (see His Majesty)
Majority Leader McCormack; *but* the
majority leader (U.S. Congress)
Mall (see District of Columbia)
Manager, General Manager (AEC),
if referring to head of Federal or
District of Columbia unit
Mansion, Executive (see Executive)
map 3, A, II, etc.; *but* Map 2, when
part of title: Map 2.—Railroads of
Middle Atlantic States
Marine Corps; the corps:
man
Marines (the corps); *but* marines
(individuals)
Organized Reserve; the Reserve
also a marine, a woman marine, the
women marines (individuals)
Maritime Provinces (Canada) (see
Province)
market grades and classes:
U.S. grade A
Western, Mixed, Malting Two-rowed
(barley)
Red Kidney, U.S. No. 2 Pea (beans)
Prime, Choice, Good (cattle)
Yellow, White, Mixed, Dent (corn)
Middling, Strict Good Ordinary,
Strict Low Middling, Good Ordina-
ry, etc. (cotton)
Timothy Light Clover Mixed, Up-
land Prairie (hay)
White, Red, Mixed (oats)
Yellow, Black, Mixed (soybeans)
Flue-cured, Fire-cured, Cigar-wrap-
per (tobacco)
Hard Red Spring, Red Durum,
Durum, Hard Red Winter, White,
Mixed, etc. (wheat)
Grade 60's, or one-half blood (wool)

- Marshal (see Supreme Court)
 Marshall plan (see plan)
 Mason-Dixon line (see line)
 M-day
 medals (see decorations)
 Medicare Act; medicare plan
 Member, if referring to Senator, Representative, Delegate, or Resident Commissioner of U.S. Congress; *also* Member at Large; Member of Parliament, etc.; *but* membership
 Memorial Bridge, Arlington (see Bridge)
 Memorial Parkway, George Washington (see Parkway)
 Merchant Marine Reserve; the Reserve; *but* U.S. merchant marine; the merchant marine
 Metropolitan Washington, etc.; *but* Washington metropolitan area
 midcontinent region
 Middle Ages (see Ages)
 Middle Atlantic States
 Middle East; Mideast; Mideastern; Middle Eastern (Asia)
 middle Europe
 Middle West, Midwest (section of United States)
 Middle Western States; Midwestern States; *but* midwestern farmers, etc.
 Midsouth (section of United States)
 Military Academy (see Academy)
 Military Establishment (see Establishment)
 Militia, if part of name; the militia:
 1st Regiment Ohio
 Indiana
 Naval
 of Ohio
 Organized
 milkshed, Ohio, etc. (region)
 Minister Plenipotentiary; the Minister;
 Minister Without Portfolio (see also foreign cabinets)
 Ministry (see foreign cabinets)
 Minority Leader Martin; *but* the minority leader (U.S. Congress)
 Mint, Philadelphia, etc.; the mint
 minutemen (colonial)
 Mission, if part of name; the mission:
 Gospel Mission
 Mission 66
 but diplomatic mission; military mission; Jones mission
 Monroe Doctrine (see Doctrine)
 Monument:
 Bunker Hill; the monument
 Grounds; the grounds (District of Columbia)
 National (see National)
 Washington; the monument (District of Columbia)
 moon, lowercased unless used with names of other planets
 Mountain States
 mountain time, mountain standard time (see time)
 Mr. Chairman; Mr. Secretary; etc.
- Museum, capitalize with name; the museum:
 Army Medical; the Medical Museum
 Field
 National
 National Air; the Air Museum
 mutual defense assistance program
- Nation (synonym for United States); *but* a nation; nationwide; *also* French nation, Balkan nations
 Nation, Creek; Osage; etc.; the nation
 nation, in general, standing alone
 National, in conjunction with capitalized name:
 Academy of Sciences (see Academy) and State institutions, etc.
 Archives, the (see The)
 Capital (Washington); the Capital Forest (see Forest)
 Gallery of Art; the National Gallery; the gallery
 Grange; the Grange
 Guard, Ohio, etc.; Air National; the National Guard; the Guard; a guardsman; *but* a National Guard man; National Guardsman
 Institute (see Institute)
 Legislature (see Legislature)
 Monument, Muir, etc.; the national monument; the monument
 Museum (see Museum)
 Naval Medical Center (Bethesda, Md.)
 Park, Yellowstone, etc.; Yellowstone Park; the national park; the park
 Treasury; the Treasury
 War College
 Woman's Party; the party
 Zoological Park (see Zoological)
- national:
 agency check (NAC)
 anthem, customs, spirit, etc.
 British, Mexican, etc.
 defense agencies
 stockpile
 water policy (see policy)
- Naval, if part of name:
 Academy (see Academy)
 Base, Guam Naval; the naval base
 District, 1st Naval (see District)
 Establishment (see Establishment)
 Home (Philadelphia); the home
 Militia; the militia
 Observatory (see Observatory)
 Potomac River Naval Command (see Command)
 Reserve; the Reserve; a reservist
 Reserve Force; the force
 Reserve officer; a Reserve officer
 Shipyard (if preceding or following name): Brooklyn Naval Shipyard; Naval Shipyard, Brooklyn; *but* the naval shipyard
 Station (if preceding or following name): Key West Naval Station; Naval Station, Key West; the station

- Naval—Continued
 Volunteer Naval Reserve
 War College; the War College; the college
 Weapons Plant; the weapons plant; the plant
naval, in general sense:
 command (see Command)
 district (see District)
 expenditures, maneuvers, officer, service, stores, etc.
 petroleum reserves; *but* Naval Petroleum Reserve No. 2 (Buena Vista Hills Naval Reserve); reserve No. 2
 navy orange
 Navy, American or foreign, if part of name; capitalized standing alone only if referring to U.S. Navy:
 Admiral of the; the admiral
 Battle Force; the Battle Force; the force
 Establishment; the establishment
 Hospital Corps; hospital corpsman; the corps
 navy yard
 Regular
 regulation 56
 Scouting Force; the scouting force; the force
 Seabees (construction battalion); a Seabee
 7th Task Force (see Force)
 Nazi; nazism
 Near East (Balkans, etc.)
 Negro; Negress
 Network, Red, Blue; the network
 New Deal; anti-New Deal
 New, if part of name: New Willard
 New England States
 New World
 Niagara Frontier; the frontier
 Nike-Ajax, etc.
 Nine Power Treaty; the treaty
 North:
 Atlantic
 Atlantic Pact (see Pact)
 Atlantic States
 Atlantic Treaty (see Treaty)
 Atlantic Treaty Organization (see Organization)
 Equatorial Current (see Current)
 Korea
 Pole
 Star (Polaris)
 the North (section of United States)
 Vietnam
 north:
 Africa
 Ohio
 north-central region, etc.
 northern Ohio
 Northern States
 northerner
 Northwest Pacific
 Northwest Territory (1799)
 Northwest, the (section of United States)
 Northwest Washington (see cities)
 Northwestern:
 States
 United States
 numbers capitalized if spelled out as part of a name:
 Charles the First
 Committee of One Hundred
 Fourteenth Census (see Census)
 Observatory, capitalized with name:
 Astrophysical; the Observatory
 Lick; the observatory
 Naval; the Observatory
 Occident, the; occidental
 Ocean, if part of name; the ocean:
 Antarctic
 Arctic
 Atlantic
 North Atlantic, etc.
 Pacific
 South Pacific, etc.
 Southwest Pacific, etc.
 Oceanographer (the Hydrographer), Navy
 Office, if referring to unit of Federal or District of Columbia Government; the Office:
 Chicago Operations Office, etc. (AEC); the Operations Office
 Executive
 Foreign (see foreign cabinets)
 General Accounting Office; the Accounting Office
 Government Printing; the Printing Office
 Naval Oceanographic
 New York regional office (including branch, division, or section therein); the regional office; the office of Alien Property
 of Chief of Naval Operations
 of Education
 of Experiment Stations
 of the Secretary (Defense); Secretary's Office
 Patent
 officer:
 Army
 Marine; *but* naval and marine officers
 Navy; Navy and Marine officers
 Regular Army; Regular; a Regular Reserve
 WAC, WAVE
 Old Dominion (Virginia)
 Old South
 Old World
 Olympic games; Olympiad; VII Olympic games
 Operation Deep Freeze, Snowdrop, etc.; *but* Deep Freeze operation
 Order of Business No. 56 (congressional calendar)
 Ordnance:
 Corps (see Corps)
 Department; the Department
 Depot (see Depot)

- Organization, if part of name; capitalized standing alone if referring to international unit:
 Educational, Scientific, and Cultural (UNESCO)
 International Labor
 North Atlantic Treaty (NATO):
 Chiefs of Staff
 Committee of Defense Ministers
 Council
 Council of Foreign Ministers
 Defense Committee
 Military Committee
 Military Production and Supply Board
 mutual defense assistance program
 Pact (see Pact)
 Regional Planning Group; the Group
 Standing Group; the Group
 of American States (formerly Pan American Union)
 Organized:
 Marine Corps Reserve; Marine Reserve; the Reserve
 Militia; the militia
 Naval Militia; the Naval Militia; the militia
 Reserve Corps; the Reserve
 Orient, the; oriental
 Outer Continental Shelf (see Continental)
 Pacific (see also Atlantic):
 coast
 Coast (or Slope) States
 Northwest
 Northwest Pacific
 seaboard
 slope
 South Pacific
 States
 time, Pacific standard time (see time)
 but *cispacific*; *transpacific*
 Pact, capitalized with name; lowercased standing alone:
 Atlantic; Atlantic Defense
 Baghdad
 Four Power
 Kellogg
 North Atlantic; North Atlantic Defense
 pan-American
 Pan American Union (see Organization of American States)
 Panel, Atomic Energy Labor-Management Relations (Federal), etc.; the Panel
 Panhandle of Texas; Texas Panhandle; the panhandle; etc.
 papers, Woodrow Wilson, etc.; the papers; *but* white paper
 Parish, Caddo, etc.; *but* parish of Caddo (Louisiana civil division); the parish
 Park, Fairmount, etc.; the park (see also National)
 Park Police, U.S. (District of Columbia); park policeman
 Park, Zoological (see Zoological)
 Parkway, George Washington Memorial; the memorial parkway; the parkway
 Parliament, Houses of; the Parliament
 Parliamentarian (U.S. Senate or House) part 2, A, II, etc.; *but* Part 2, when part of title: Part 2:¹² Iron and Steel Industry
 party, political (see political parties)
 Pass, Brenner, capitalized if part of name; the pass
 patent (see Letters Patent)
 Peninsula, Upper (Lower) (Michigan); the peninsula
 Penitentiary, Albany, etc.; the penitentiary
 Permanent Court of Arbitration (see Court)
 Philippine Republic (see Republic)
 Pilgrim Fathers (1620); the Pilgrims; a Pilgrim
 Place, if part of name: Jefferson Place; the place
 Plains (Great Plains), the
 plan:
 Colombo
 controlled materials
 5-year
 Marshall (European recovery program)
 Reorganization Plan No. 6 (Hoover Commission); plan No. 1
 Planetarium, Fels, Hayden; the planetarium
 Plant, Rockford Arsenal; the plant; *but* Savannah River (AEC) plant; United States Steel plant
 plate 2, A, II, etc.; *but* Plate 2, when part of title: Plate 2.—Rural Structures
 Plaza, Union Station (Washington, D.C.); the plaza
 Pledge of Allegiance
 point 4; point 4 program
 Pole: North, South; the pole; subpolar
 Pole Star (Polaris); polar star
 Police, if part of name; the police:
 Capitol
 Metropolitan (District of Columbia)
 Park, U.S. (District of Columbia)
 White House
 policy, national water
 political parties and adherents (Party, if part of name; the party):
 Communist; a Communist; a Commie
 Conservative; a Conservative
 Democratic; a Democrat
 Free Soil; a Free Soiler
 Independent; an Independent
 National Woman's; Woman's Party
 Progressive; a Progressive
 Republican; Grand Old Party; *but* grand old Republican Party; a Republican
 Socialist; a Socialist

¹² See footnote 1, p. 34.

- political parties and adherents—con.
States' Rights; States' Righter; a
Dixiecrat; *but* States rights (in
general sense)
- Pool, Northwest Power, etc.; the pool
Pope; *but* papal, patriarch, pontiff,
primate
- Port, if part of name; the port:
of New York Authority (see Au-
thority)
but Baltimore port; port of Baltimore
Post Office (Department implied)
Post Office, Chicago, etc.
Post Office Box (not abbreviated),
capitalized as part of address;
otherwise lowercased
Postal Union (see Union)
Postmaster General
- Powers, if part of name; the powers
(see also alliances)
Allied (World Wars I and II)
Axis (World War)
Big Four
Western Powers
but European powers
- precinct; first, 11th precinct (see rule
11.9)
- Premier (see foreign cabinets)
- Preserve, Wichita National Forest
Game, etc.; Wichita Game Preserve;
Wichita preserve
- Presidency (office of head of government)
- President:
of the United States; the Executive;
the Chief Magistrate; the Com-
mander in Chief; the President-
elect; ex-President; former Presi-
dent; also preceding name
of any other country; the President
of Federal or international unit
but president of the Erie Railroad;
president of the Federal Reserve
Bank of New York
- Presidential assistant, authority, order,
proclamation; *but* presidential candi-
date, election, timber, year
- Prime Minister (see foreign cabinets)
- Prison, Auburn, etc.; the prison
- Priy Council, His Majesty's (see
Council)
- Prize, Nobel, Pulitzer, etc.; the prize
- Proclamation, Emancipation; Presi-
dential Proclamation No. 24; Pro-
clamation No. 24; the proclamation;
but Presidential proclamation
- program:
European recovery
food-for-peace
mutual assistance
mutual defense assistance
point 4
universal military training
- project:
Central Valley
Manhattan
McNary Dam
- project—continued
Rochester atomic energy
University of California atomic energy
Project Farside, Sidewinder, Van-
guard, etc.; *but* Vanguard project
Project Headstart
Province, Provincial, if referring to an
administrative subdivision: Ontario
Province; Province of Ontario; Mari-
time Provinces (Canada); the Prov-
ince
Proving Ground, Aberdeen, etc.; the
proving ground
Public Act 26; Public Law 9; Public 37;
Public Resolution 3; *also* public
enemy No. 1
Public Printer; the Government Printer;
the Printer
public utility district (see District)
Pueblo, Santa Clara; the pueblo
Puerto Rico:
government
Governor of; the Governor
Legislative Assembly of; the legisla-
tive assembly
Provisional Regiment; *but* Puerto
Rico regiment
Resident Commissioner
Purchase, Gadsden, Louisiana, etc.
Puritan; puritanical
- Quad Cities (Davenport, Rock Island,
Moline, and East Moline)
- Radio Free Europe
Railroad, Alaska; the Railroad
Ranch, King, etc.; the ranch
Range, Cascade, etc. (mountains); the
range
Rebellion, if part of name; the rebellion:
Boxer
Great (Civil War)
War of the
Whisky
Reconstruction period (post-Civil War)
Red army
Red Cross, American (see American)
Reds, the; a Red (political)
Reformatory, the
Reformatory, Elmira, etc.; the reform-
atory
Refuge, Blackwater Migratory Bird,
etc.; Blackwater Bird Refuge; Black-
water refuge
region, north-central, etc.; first region,
10th region (see rule 11.9); mid-
continent
Register of the Treasury; the Register
Regular Army, Navy; a Regular (see
also officer)
- regulation:
ceiling price regulation 8
56 (Navy)
supplementary regulation 22
Veterans Regulation 8; *but* veterans
regulations
W (see also Federal Reserve Board)
Reign of Terror (France, 1792)

religious terms:

Bahai
 Baptist
 Brahman
 Buddhist
 Catholic; Catholicism; *but catholic*
 (universal)
 Christian
 Christian Science
 Evangelical United Brethren
 Hebrew
 Latter-day Saints
 Mohammedan
 New Thought
 Protestant; Protestantism
 Seventh-day Adventists
 Seventh-Day Baptists
 Zoroastrian

Renaissance, the (era)
 reorganization plan (see plan)
 Report, if part of name (with date or
 number); the annual report; the
 report:
 Annual Report of the Secretary of
 Defense for the year ended June
 30, 1950
 Hoover Commission Report on Paper-
 work; *but Hoover Commission*
 report; Hoover report; task force
 report
 1950 Report of the Chief of the For-
 est Service
 President's Economic Report; the
 Economic Report
 Report No. 31
 Railroad Retirement Board Annual
 Report, 1950; *but annual report of*
 the Railroad Retirement Board
 17th Annual Report of the Public
 Printer; *but 17th annual report*
 U.S. Reports (publication)
 Reporter, the (U.S. Supreme Court)
 Representative; Representative at
 Large (U.S. Congress); U.N.
 Republic, capitalized if part of name;
 capitalized standing alone if refer-
 ring to a specific government:
 French
 Irish
 of Panama
 of the Philippines; Philippine Re-
 public
 United Arab
 United States
also the American Republics; the
Latin American Republics; South
American Republics; the Republics
 Reservation (forest, military, or In-
 dian), if part of name; the reser-
 vation:
 Great Sioux
 Hill Military

Reserve, if part of name; the Reserve
 (see also Air Force; Army Corps;
 Foreign Service; Marine Corps;
 Merchant Marine; Naval):
 Active
 Air Force

Reserve—Continued

Army
 bank (see Bank)
 Board, Federal (see Federal)
 city (see Bank)
 Civil Air Patrol
 components
 Enlisted
 Establishment
 Inactive
 Naval
 officer
 Officers' Training Corps
 Ready
 Retired
 Standby
 Volunteer Naval
 Women's (see Women's Reserve)

Reserves, the; reservist
 Resident Commissioner (see Member;
 Puerto Rico)
 Resolution, with number; the resolution:
 House Joint Resolution 3
 Public Resolution 6
 Resolution 42
 Senate Concurrent Resolution 18
but Kefauver resolution
 Revised Statutes (U.S.); Supplement
 to the Revised Statutes; the statutes
 Revolution, Revolutionary (if referring
 to the American, French, or English
 Revolution) (see also War)
 Road, if part of name: Benning; the
 road
 Roman numerals, common nouns used
 with, not capitalized:
 book II; chapter II; part II; etc.
*but Book II;*¹³ *Modern Types (com-*
*plete heading); Part XI;*¹³ *Early*
Thought (complete heading)
 route No. 12466; mail route 1742; rail-
 way mail route 1144; *but Route 40,*
State Route 9 (highways)
 Royal Decree No. 24; Decree 24; the
 royal decree
 rule 21; rule XXI; *but Rule 21, when*
*part of title: Rule 21;*¹³ *Renewal of*
Motion
 Ruler of the Universe (Deity)
 Rules:
 of the House of Representatives; *but*
rules of the House
 Standing Rules of the Senate (pub-
 lication); *but rules of the Senate*
also Commission rules

Sabbath; Sabbath Day
 sanitary district (see District)
 savings bond (see bond)
 schedule 2, A, II, etc.; *but Schedule 2,*
*when part of title: Schedule 2;*¹³
 Open and Prepay Stations
 School, if part of name; the school:
 any school of the U.S. Army or Navy
 Hayes
 Pawnee Indian

¹³ See footnote 1, p. 34.

school district (see District)
 Scriptures; Holy Scriptures (the Bible)
 Seabees (see Navy)
 seaboard, Atlantic, eastern, etc.
 seaway (see geographic terms; Authority; Corporation)
 Second World War (see War)
 Secretariat (see United Nations)
 Secretaries of the Army and the Navy;
but Secretaries of the military departments; secretaryship
 Secretary, head of national governmental unit:
 of Defense; of State; etc.; the Secretary
 of State for Foreign Affairs (British);
 for the Colonies; etc.; the Secretary
 of the Smithsonian Institution; the
 Secretary
also the Assistant Secretary; the
 Executive Secretary
but secretary of the Interstate Commerce
 Commission; secretary of
 state of Iowa
 Secretary General; the Secretary General:
 Organization of American States
 (formerly Pan American Union)
 South Pacific Commission
 United Nations
 section 2, A, II, etc.; *but* Section 2, when
 part of title: Section 2:¹⁴ Test Construction
 Theory
 Selective Service (see Service; System)
 Senate (U.S.), titles of officers standing
 alone capitalized:
 Chaplain
 Chief Clerk
 Doorkeeper
 Official Reporter(s)
 Parliamentarian
 Postmaster
 President of the
 President pro tempore
 Presiding Officer
 Secretary
 Sergeant at Arms
 Senate, Ohio (State); the senate
 Senator (U.S. Congress); *but* lower-
 cased if referring to a State senator,
 unless preceding a name
 senatorial
 Sergeant at Arms (U.S. Senate or
 House)
 Sermon on the Mount
 Service, if referring to Federal or
 District of Columbia unit; the
 Service:
 Customs Agency
 Employment
 Extension
 Fish and Wildlife
 Foreign (see Foreign Service)
 Forest
 Immigration and Naturalization
 Internal Revenue
 Mediation and Conciliation

Service—Continued
 National Park
 Officer Procurement
 Postal Transportation
 Secret (Treasury)
 Selective (see also System); *but*
 selective service, in general sense;
 selective service classification I-A,
 4-F, etc.
 Soil Conservation
 service:
 airmail
 Army
 city delivery
 consular
 customs (see Bureau)
 diplomatic
 employment (State)
 extension (State)
 general delivery
 naval
 Navy
 parcel post
 postal
 postal field
 railway mail (see Division)
 rural free delivery; rural delivery;
 free delivery
 special delivery
 star route
 Shelf, Continental (see Continental)
 ship of state (unless personified)
 Sister(s) (adherent of religious order)
 Six Nations (see Indians)
 Smithsonian Institution (see Institu-
 tion)
 Social Security district officer
 Social Security representative
 Social Security (Administration im-
 plied in these examples)
 But in general sense:
 social security application
 social security medical report
 Socialist; socialism; socialistic (see also
 political parties)
 Society, if part of name; the society:
 American Cancer Society, Inc.
 Boston Medical
 of the Cincinnati
 soil bank
 soil names:
 Alpine Meadow Podzol
 Bog Prairie
 Brown Ramann's Brown
 Chernozem Red
 (Black) Rendzina
 Chestnut Sierozem (Gray)
 Desert Solonchak
 Gray-Brown Solonetz
 Podzolic Soloth
 Half Bog Terra Rossa
 Laterite Tundra
 Pedalfer Wiesenboden
 Pedocal Yellow
 Soldiers' Home, if part of name;
 Ohio Soldiers' Home; the soldiers'
 home; etc.

¹⁴ See footnote 1, p. 34.

- Soldiers' Home, the (District of Columbia only); the home
 Solicitor for the Department of Commerce, etc.; the Solicitor
 Solicitor General (Department of Justice)
 Son of Man (Christ)
 Sons of the American Revolution (organization); a Son; a Real Son
 South:
 American Republics (see Republic)
 American States
 Atlantic
 Atlantic States
 Deep South (U.S.)
 Korea
 Midsouth (U.S.)
 Pacific
 Pole
 the South (section of United States); Southland
 Vietnam
 Southeast Asia
 southern California, southeastern California, etc.
 Southern States
 Southern United States
 southerner
 Soviet (see U.S.S.R.)
 Spanish-American War (see War)
 Special Order No. 12; Special Orders, No. 12; a special order
 Speedway, the (see District of Columbia)
 Spirit of '76 (painting); *but* spirit of '76 (in general sense)
 spring (season)
 sputnik; *but* Sputnik I, etc.
 Square, Lafayette, etc.; the square
 Staff, Foreign Service (see Foreign Service); Air
 Staked Plain
 standard time (see time)
 Star of Bethlehem
 Star-Spangled Banner (see flag)
 state:
 and church
 of the Union message
 statehood, statehouse, stateside, statewide
 downstate, tristate, upstate
 welfare
 State:
 government
 legislature (see Legislature)
 line, Iowa, Ohio-Indiana, etc.
 New York
 of Israel
 of Pennsylvania
 of Veracruz
 out-of-State (adjective)
 prison
 rights; States rights
 Vatican City
 State's attorney
 state's evidence
- States:
 Arab
 Balkan
 Baltic
 Communitic
 Eastern; *but* eastern industrial States
 East North Central
 East South Central
 Eastern Gulf
 Eastern North Central, etc.
 Far Western
 Gulf; Gulf Coast
 Lake
 Latin American
 Middle
 Middle Atlantic
 Middle Western
 Midwestern
 Mountain
 New England
 North Atlantic
 Northern
 Northwestern, etc.
 Organization of American
 Pacific
 Pacific Coast
 rights
 South American
 South Atlantic
 Southern
 the six States of Australia; a foreign state
 Thirteen Original; original 13 States
 West North Central
 West South Central
 Western; *but* western Gulf; western farming States
 Station, if part of name; the station; not capitalized if referring to surveying or similar work:
 Grand Central
 Key West Naval (see Naval)
 Nebraska Experiment Station; Experiment Station, Nebraska; Nebraska station
 Syracuse Air Force
 television station WSYR-TV
 Union; Union Depot; the depot
 WRC station; station WRC; radio station WRC; broadcasting station WRC
 substation A
 Statue of Liberty; the statue
 Statutes at Large (U.S.) (see also Revised Statutes)
 stockpile, national
 stone age (see Ages)
 Stream, Gulf (see Gulf; Geographic terms)
 Street, if part of name; the street:
 I Street (not Eye)
 Fifteen-and-a-Half
 110th Street
 subcommittee (see Committee)
 Subtreasury, New York, etc.; subtreasury at New York; the subtreasury
 subtropical, subtropic(s) (see tropical)

summer
 summit meeting
 sun, lowercased unless used with names of other planets
 Superintendent, if referring to head of Federal or District of Columbia unit; the Superintendent:
 of Documents (Government Printing Office)
 of the Naval (or Military) Academy
 Supplement to the Revised Statutes (see Revised Statutes)
 Supreme Bench; the Bench; *also* High Bench; High Tribunal
 Supreme Court (U.S.); the Court; *also* High Court; titles of officers standing alone capitalized:
 Associate Justice; Justice
 Chief Justice
 Clerk
 Marshal
 Reporter
 Surgeon General, the (Army, Navy, and Public Health Service)
 Survey, if part of name of Federal or District of Columbia unit; the Survey: Coast and Geodetic; Geological
 System, if referring to Federal or District of Columbia unit; the System:
 Alaska Communication System; the system
 Federal Credit
 Federal Home Loan Bank
 Federal Reserve
 National System of Interstate and Defense Highways; National System of Interstate Highways;
 Interstate System of Highways;
 Interstate Highway System; the Interstate System; the National System; the system; *but* highway system; Federal road system
 Selective Service (see also Service)
 New York Central System
 but Pennsylvania Railway system; Pennsylvania system; Bell System, the system
 also Federal land bank system
 table 2, II, A, etc.; *but* Table 2, when part of title: Table 2:¹⁵ Degrees of Land Deterioration
 task force (see Force; Report)
 Teacher Corps
 Team, USAREUR Field Assistance, etc.; the team
 television station (see Station)
 Territorial, if referring to a political subdivision
 Territory:
 Northwest (1799); the territory
 Trust Territory of the Pacific Islands, Pacific Islands Trust Territory; the trust territory, the territory

Territory—Continued

Yukon, Northwest Territories; the Territory (ies), Territorial (Canada)
but territory of: American Samoa, Guam, Virgin Islands
 The, part of name, capitalized:
 The Adjutant General (only when so in copy)
 The Dalles; The Hague; The Weirs;
 but the Dalles Dam; the Dalles region; the Hague Conference; the Weirs streets
 but the National Archives; the Archives; the Times; the *Mermaid*; the Federal Express
 Thirteen American Colonies, etc. (see Colonies)
 Thirteen Original States
 Thruway, New York; the thruway
 time:
 Atlantic, Atlantic standard
 central, central standard
 eastern, eastern daylight, eastern standard
 Greenwich civil, etc.
 local, local standard
 mountain, mountain standard
 Pacific, Pacific standard
 universal
 title 2, II, A, etc.; *but* Title 2, when part of title: Title 2:¹⁵ General Provisions
 Tomb:
 Grant's; the tomb
 of the Unknown Soldier; Unknown Soldier's Tomb; Tomb of the Unknowns; the tomb (see also Unknown Soldier)
 Tower, Eiffel, etc.; the tower
 Township, Union; township of Union
 trade names (see also list of trade names and trademarks, p. 277)
 Airwick
 CinemaScope
 Coca-Cola
 Dacron
 Deepfreeze
 Ditto
 Fiberglas
 Mimeograph
 Monel metal
 Photostat
 Plexiglas
 Pyrex glass
 Royal typewriter
 Shredded Wheat
 Snow Crop
 Technicolor
 Terramycin
 Univac
 transatlantic; transpacific; trans-Siberian, etc.; *but* Transjordan
 Treasurer, Assistant, of the United States; the Assistant Treasurer; *but* assistant treasurer at New York, etc.
 Treasurer of the United States; the Treasurer
 Treasury notes; Treasurys
 Treasury, of the United States; General; National; Public; Register of the Treaty, if part of name; the treaty:
 Jay Treaty
 North Atlantic; North Atlantic Defense
 of Versailles
 but treaty of 1919

¹⁵ See footnote 1, p. 34.

- Tribunal, standing alone capitalized only in minutes and official reports of a specific arbitration; *also* High Tribunal; the Tribunal (Supreme Court)
- Tricolor (see flags)
- Triple A (any three A group)
- Trizonia; trizonal; trizone
- Tropic of Cancer, of Capricorn; the Tropics
- tropical; neotropic, neotropical; subtropic(s), subtropical
- Trust, Power, etc.
- trust territory (see Territory)
- Tunnel, Lincoln, etc.; the tunnel; *but* irrigation, railroad, etc., tunnel
- Turnpike, Pennsylvania, etc.; the turnpike
- Twin Cities (Minneapolis and St. Paul)
- U-boat
- Under Secretary, if referring to officer of Federal Government; the Under Secretary:
of Agriculture
of State
of the Treasury
- Uniform Code of Military Justice (see Code)
- Union, if part of proper name; capitalized standing alone if synonym for United States or if referring to international unit:
European Payments; the Union
International Typographical; the Typographical Union; the union
Pan American (see Organization of American States)
- Station; *but* union passenger station; union freight station
- Teamsters Union; the Teamsters; the union; *also* the Auto Workers, etc.
- Universal Postal; the Postal Union; the Union
- Western (see alliances)
- Woman's Christian Temperance
but a painters union; printers union
- Union Jack (see flags)
- Union of Soviet Socialist Republics (see U.S.S.R.)
- Unit, if referring to Federal or District of Columbia branch; the Unit:
Alcohol Tax
Income Tax
but Pasco unit
- United Nations:
Charter; the charter
Children's Fund (UNICEF); the Fund
Conference on International Organization; the Conference
Economic and Social Council; the Council
Educational, Scientific, and Cultural Organization (UNESCO) (see Organization)
- Food and Agriculture Organization (FAO); the Organization
- United Nations—Continued
General Assembly; the Assembly
International Court of Justice; the Court
International Labor Organization (see Organization)
Little Assembly; the Assembly
Permanent Court of Arbitration (see Court)
Secretariat, the
Secretary General
Security Council; the Council
Special United Nations Fund for Economic Development (SUNFED)
Trusteeship Council; the Council
World Health Organization (WHO); the Organization
- universal:
military training (see program)
time (see time)
- Universal Postal Union (see Union)
- University, if part of name: Stanford; the university
- Unknown Soldier; Unknown of World War II; World War II Unknown; Unknown of Korea; Korea Unknown; the Unknowns (see also Tomb)
- Upper, if part of name:
Colorado River Basin
Egypt
Peninsula (of Michigan)
but upper House of Congress
- U.S.S.R. (Union of Soviet Socialist Republics):
Cominform (Communist Information Bureau)
Communist International
Communist States
Politburo
Red army
Reds, the; a Red
- Soviet, if part of name; capitalized standing alone if referring to central governmental unit:
Government; *but* Communist government
Moscow
National
of Labor and Defense
S.S.S.R. (Siberian Soviet Socialist Republics)
but a soviet; sovietic; sovietism; sovietize
- Valley, Shenandoah, etc.; the valley; *but* the valleys of Maryland and Virginia
- Vari-Typer (trade name); *but* varityped, varityping
- V-E Day; V-J Day (see holidays)
- veteran, World War
- Veterans' Administration (see Administration)
- Veterans Day (see holidays)
- vice consul, British, etc.
- Vice President (same as President)
- Victoria Cross (see decorations)

Victory:

- bond (see bond)
- ship (pl., Victorys)
- but* victory garden, speaker, etc.

Vietcong

- Voice of America; the Voice
- volume 2, A, II, etc.; *but* Volume 2, when part of title: Volume 2:¹⁶ Five Rivers in America's Future
- Volunteer Naval Reserve (see Reserve)

WAC (see Corps)

War, if part of name:

- Between the States
- Civil
- First World War; World War I; World War; Great War; Second World War; World War II
- French and Indian (1754-63)
- Mexican
- of the Nations
- of the Rebellion; the rebellion of the Revolution; the Revolution of 1812; *but* war of 1914
- Philippine Insurrection
- Revolutionary
- Seven Years'
- Spanish
- Spanish-American
- the two World Wars
- also* post-World War II

war:

- cold, hot
- European
- French and Indian wars
- Indian
- Korean
- third world; world war III
- with Mexico
- with Spain

war bond (see bond)

War College, National (see College)

War Mothers (see American)

ward 1, 2, etc.; first, 11th, etc. (see rule 11.9)

Washington's Farewell Address

water district (see District)

waterway, inland, intercoastal, etc.; *but* Intracoastal Waterway

Week, Fire Prevention; etc.

welfare state

West:

- Coast (Africa); *but* west coast (U.S.)
- End, etc. (section of city)
- Europe (political entity)
- Far West; Far Western States
- Florida (1763-1819)
- Germany (political entity)
- Middle (United States); Midwest
- South Central States, etc.
- the West (section of United States; *also* world political entity)

west, western Pennsylvania

Western:

- civilization
- countries
- Europe(an) (political entity)
- Germany (political entity)
- Hemisphere; the hemisphere
- ideas
- North Central States
- Powers
- States
- Union (see alliances)
- United States
- World
- but* far western; western farming States (U.S.)

Wheat Belt (see Belt)

whip, the (of political party in Congress)

Whisky Rebellion (see Rebellion)

White House:

- Blue Room
- East Room
- Police (see Police)
- Red Room
- State Dining Room

white paper, British, etc.

winter

woman marine, etc. (see Marine Corps)

Women's Army Corps (see Corps)

Women in the Air Force (WAF); a Waf, Wafs (individuals)

Women's Reserve of the Coast Guard Reserve; Women's Reserve; the Reserve; SPAR, popular name, made up of initial letters of motto *semper paratus—always ready*; a Spar

Women's Reserve of the Naval Reserve; Women's Reserve; the Reserve; WAVES (women accepted for volunteer emergency service); a Wave

Wood, if part of name:

- Belleau Wood
- House of the Woods (palace)

World, New, Old

World War (see War)

World War II veteran

world's series

X-ray

Year, International Geophysical; the Geophysical Year; the Year

Young Men's Christian Association (see Association)

Your Excellency; Your Honor; Your Majesty; etc.

Youth Corps; the Corps

¹⁶ See footnote 1, p. 34.

ZIP code number

Zone, if part of name; the zone:

Bizonia; bizonal

British (in Germany)

Canal (Panama)

Canal Zone Government

Eastern, Western (Germany)

Frigid

New York Foreign Trade; Foreign

Trade Zone No. 1; *but* the foreign
trade zone

Zone—Continued

of Interior (see Command)

Temperate, Torrid; the zone

Trizonia; trizonal

but Arctic, eastern standard time,
polar, tropical zone, etc.

Zoological Park (National); the zoo;
the park

NOTES

5. SPELLING

(See also Compound Words; Abbreviations)

5.1. To avoid the confusion and uncertainty of various authorities on spelling, the Government Printing Office must of necessity adopt a single guide for the spelling of words the preferred forms of which are not otherwise listed or provided for in this MANUAL. The guide is Webster's New International Dictionary, which, in successive editions, has been the accepted authority for Government printing for more than 100 years. Unless herein otherwise authorized, the Government Printing Office will continue to follow Webster's spelling. Colloquial and dialect spellings are not to be used unless required by the subject matter or specially requested.

Preferred and difficult spellings

5.2. In addition to indicating the preferred forms of words with variant spellings, the list also contains other words frequently misspelled or causing uncertainty. (See also Word Division, a supplement to the STYLE MANUAL; for brief description, see p. 2.)

abattoir	aline	attester	boulder
aberration	allottee	autogiro	bourgeoisie
abetter	all ready (prepared)	awhile (for some time)	breach (gap)
abettor (law)	already (previ- ous)	a while (a short time)	breech (lower part)
abridgment	all right	ax	brier
absorb (take in)	altogether	aye	briquet, -ted, -ting
adsorb (adhesion)	(completely)		Britannia
abysmal	all together		broadax
a cappella	(collectively)	backward	bronco
accede (yield)	aluminum	baloney (bun- combe)	brunet (masc., fem.)
exceed (surpass)	ambidextrous	bologna (sau- sage)	buccaneer
accepter	ameba	bandanna	buncombe
acceptor (law)	ampoule	bargainer	union
accessory	analog	bargainor (law)	bur
accommodate	analogous	baritone	burned
accordion	anemia	bark (boat)	bus, buses
accouter	anesthetic	barreled, -ing	butadiene
accursed	aneurysm	bastille	
acetic (acid)	anomalous	bathyscaph	caffeine
ascetic (austere)	anonymous	battalion	calcareous
acknowledgment	antediluvian	bazaar	calcimine
acoustic	antibiotics (n.)	behoove	caldron
adapter	antibiotic (adj.)	beneficent	calender (paper finish)
adjurer	anyway (adv.)	benefited	caliber
adjuster	anywise (adv.)	bettor (wagerer)	caliper
ad nauseam	appal, -ed, -ing	beveled, -ing	call
adviser	appareled, -ing	biased, -ing	calligraphy
adz	aquatic	bimetallism	callus (n.)
aegis	aqueduct	blessed	callous (adj.)
affect (influence)	archeology	bloc (group)	calorie
effect (result)	arrester	blond (masc., fem.)	canceled, -ing
afterward	artifact	bluing	canceler
aging	artisan	bombazine	cancellation
aid (n., v.)	asafetida	born (birth)	candor
aide	ascendance, -ant	borne (carried)	canister
aide-de-camp	ascent (rise)	bouillon (soup)	cannot
airplane	assent (consent)	bullion (metal)	cantaloup
albumen (egg)	assassinate		
albumin (chem- istry)	atheneum		

canvas (cloth)	confidant (masc., fem.)	discreet (prudent)	ensheathe
canvass (solicit)	confirmer	discrete (distinct)	ensnare
canyon	confirmor (law)	disheveled, -ing	enthrall
capital (city)	conjurer	disk	entrench
capitol (building)	connector	dispatch	entrepreneur
carabao (sing., pl.)	connoisseur	dissension	entrust
carat (weight)	consecrator	distention	entwine
caret (omission mark)	consensus	distill, -ed, -ing, -ment	envelop (v.)
carbureted, -ing	consignor	distributor	envelope (n.)
carburetor	consulter	diverter	enwrap
Caribbean	consummate	divorcee	eon
caroled, -ing	contradictor	doctoral	epaulet, -ed, -ing
carotene	converter	doctrinaire	epiglottis
cartilage	conveyor	doggerel	epilog
caster (roller)	cooky	dossier	equaled, -ing
castor (oil)	cornetist	doweled, -ing	erysipelas
casual (unimportant)	corollary	downward	escaloped, -ing
causal (cause)	corvette	draft	escapable
catalog, -ed, -ing	councilor (of council)	dreadnought	esophagus
cataloger	counselor (adviser)	dreamed	esthetic
catsup	counseled, -ing	drought	etiology
caviar	cozy	dueled, -ing	evacuee
caviled, -ing	crawfish	duffelbag	evanescent
caviler	creneled, -ing	dullness	exhibitor
cecum	crystaled, -ing	dumfound	exhilarate
center	crystalline	dwelt	exonerate
centipede	crystallize	dyeing (coloring)	exorbitant
cesarean	cudged, -ing	dying (death)	expellent
chairmaned	cyclopedia	eastward	exposé (exposure)
chaise longue	debarkation	ecstasy	(n.)
chancellor	decalog	edema	expose (to lay open) (v.)
channeled, -ing	defense	edgewise	exsiccate
chaperon	demagog	electronics (n.)	extant (in existence)
chautauqua	demarcation	electronic (adj.)	extent (range)
chauvinism	dependent	elemosynary	extoll, -ed, -ing
check	descendant (n., adj.)	elicit (to draw)	eying
chiffonier	desecrator	illicit (illegal)	eyrie
chili (pepper)	desiccate	embarrass	falderal
chile con carne	desuetude	embed	fantasy
chiseled, -ing	detractor	emboweled, -ing	farther (distance)
chlorophyll	develop, -ment	embowler	further (not distance)
cigarette	device (contrivance)	emigrant (go from)	
citabile	devise (convey)	immigrant (go into)	favor
clamor	dextrous	emigree	fecal
clew (nautical)	diagramed, -ing	employee	feces
clue (other meanings)	dialed, -ing	enameled, -ing	fetal
climactic (climax)	dialog	encage	fetish
climatic (climate)	diaphragm	encase	fetus
cocaine	diarrhea	encave	fiber
coconut	dickey	enclasp	fligree
cocoon	dieresis	enclose	finable
coleslaw	dieretic	enclosure	finagle
colloquy	dietitian	encumber	fjord ¹
colossal	diffuser	encyclopedia	flammable (not inflammable)
combated, -ing	dike	endorse, -ment	flection
commingle	dilettante	endwise	fledgling
commiserate	dinghy (boat)	enfeeble	flier
complement (complete)	diphtheria	enforce, -ment	flotage
complement (praise)		engraft	flotation
confectionery		enroll, -ed, -ing, -ment	fluorescent
		enshade	focused, -ing
			forbade

¹ As common noun; as part of name, follow decisions of U.S. Board on Geographic Names.

forbear (endurance, etc.)	heterogeneous	lacrimal	mil ($\frac{1}{1000}$ inch)
forebear (ancestor)	hiccup	landward	mill ($\frac{1}{1000}$ dollar)
foresee	highfalutin	lath (wood)	mileage
forgettable	hijack	lathe (machine)	miliary (tuberculosis)
forgo (relinquish)	Hindu	laureled	milieu
forego (precede)	homeopath	leitmotiv	milk cow
forswear	homeward	lengthwise	millenary (1,000)
fortissimo	homogeneity	leukemia	millinery (hats)
fricassee	homolog	leveled, -ing	millennium
fuchsia	hypocrisy	leveler	minable
fueler	hypotenuse	liaison	missily
fulfill, -ed, -ing, -ment	idiosyncrasy	libelant	misspell
fulsome	idyl	libeled, -ing	miter
fungus (n., adj.)	impaneled, -ing	libelee	moccasin
funneled, -ing	impasse	license	modeled, -ing
furor	imperiled, -ing	licorice	modeler
fuse (all meanings)	impostor	likable	mold
fuze (follow copy in military printing)	impresario	lilliputian	molt
fuselage	imprimatur	linage (lines)	moneys
fusillade	indict (to accuse)	lineage (descent)	monogrammed, -ing
gage	indite (to compose)	liquefy	monolog
gaiety	inequity (unfairness)	liquor	mortise
gaily	iniquity (sin)	liqueur	Moslem
galosh	inferable	liver	movable
gamboled, -ing	infold	livable	mucilage
garrote	ingenious (skillful)	loath (reluctant)	mucus (n.)
gasoline	ingenuous (simple)	loathe (detest)	mucous (adj.)
gazetteer	innocuous	lodestar	mustache
gelatin	innuendo	lodestone	naphtha
generalissimo	inoculate	lodgment	Navaho (<i>but</i> follow copy in congressional printing)
germane	inquire	logistics (n.)	
glamorous	inquiry	logistic (adj.)	
glamour	install, -ed, -ing, -ment	louer	
glycerin	installation	luster	
gobbledygook	instill, -ed, -ing	madam	
goodby	insure	Mafia	
gram	intelligentsia	maize (corn)	
graveled, -ing	interceptor	maze (labyrinth)	
gray	interment (burial)	maneuver	
grievous	internment (detention)	manifold	
groveled, -ing	intern	manikin	
gruesome	intervener	mantel (shelf)	
guarantee (n., v.)	intervenor (law)	mantle (cloak)	
guaranty (law)	intransigent (n., adj.)	manywise (adv.)	
guerrilla (predatory)	inward	marbleize	
gorilla (ape)	iridescent	margarin (chemistry)	
guttural	isosceles	margarine (butter substitute)	
gypsy	italic	marihuana	
hallelujah	jalopy	marshaled, -ing	
Halloween	jeweled, -ing, -er	marshaler	
hara-kiri	judgment	marveled, -ing	
harass	jujitsu	marvelous	
harebrained	kerneled, -ing	meager	
harken	kerosene	medaled, -ing	
healthful (producing health)	kidnaped, -ing	medalist	
healthy (with health)	kidnaper	medieval	
heinous	kilogram	metaled, -ing	
hemoglobin	kopek	metalize	
hemorrhage	labeled, -ing	meteorology (weather)	
	lacquer	metrology (weights and measures)	
		meter	

parceled, -ing	programmatic	selvage (edging)	sylvan
partisan	prolog	salvage (save)	synonymous
pastime	promissory	sentineled, -ing	
patrol, -led, -ling	pronunciation	separate	taboo
peccadillo	propel, -led, -ling	sepulcher	tactician
peddler	propellant (n.)	seriatim	tasseled, -ing
Peking (Peiping), follow copy	propellent (adj.)	settler	tattoo
penciled, -ing	prophecy (n.)	settlor (law)	taxied, -ing
pendant (n.)	prophecy (v.)	sewage (waste)	technique
pendent (u. m.)	ptomaine	sewerage (drain system)	teetotaler
percent	pubic (anatomy)	sexet	tercentenary
peremptory (decisive)	pulmotor	Shakespearean	theater
peremptory (preference)	pusillanimous	shellacking	therefor (for it)
perennial	pygmy	shoveled, -ing	therefore (for that reason)
periled, -ing	quarreled, -ing	shriveled, -ing	thiamine
permittee	quartet	sideward	thralldom
perquisite (privilege)	quaternary	signaled, -ing	thresh
prerequisite (requirement)	questionnaire	siphon	thresh (grain)
personal (individual)	queue	sirup	threshold
personnel (staff)	raccoon	sizable	tie, tied, tying
perspective (view)	racket (all meanings)	skeptic	timber (wood)
prospective (expected)	rapprochement	skillful	timbre (tone)
petaled, -ing	rarefy	skulduggery	tinseled, -ing
Pharaoh	rarity	smolder	titer
pharmacopeia	ratable	sniveled, -ing	tonsillitis
phenix	rattan	snorkel	tormenter
phlegm	raved, -ing	soliloquy	totaled, -ing
phony	reconnaisance	sometime (formerly)	toward
phosphorus (n.)	reconnoiter	some time (some time ago)	toweled, -ing
phosphorous (adj.)	referable	sometimes (at times)	toxemia
photostated	registrar	southward	trafficking
pickax	reinforce (all meanings)	spacious (space)	trammed, -ing
picnicking	relater	spacious (plausible)	tranquilize(r)
pipet	relator (law)	specter	tranquillity
plaque	remodeler	spelled	transcendent
plastics (n.)	renaissance	spirituous (liquor) (not spiritous)	transferable
plastic (adj.)	reparable	spirochete	transferor
pledger	repellant (n.)	spoliation	transferred
pledgor (law)	repellent (adj.)	stanch	transonic
plenitude	rescission	stationary (fixed)	transponder (electronics)
plow	responder (electronics)	stationery (paper)	transshipment
poleax	responser (electronics)	statue (sculpture)	traveled, -ing
pollination	reveled, er, -ing	stature (height)	traveler
pommeled, -ing	rhyme, rhythmic	statute (law)	travelog
ponton (military)	rivaled, -ing	stenciled, -ing	triptych
pontoon	roweled, -ing	stenciler	trolley
practice (n., v.)	ruble	stifling	troop (soldiers)
precedence (priority)	saccharin (n.)	stratagem	troupe (actors)
precedents (usage)	saccharine (adj.)	stubbornness	troweled, -ing
pretense	salable	stupefy	tryptophan
preventive	sandaled, -ing	subpena, -ed	tularemia
principal (chief)	satellite	subtlety	tunneled, -ing
principle (proposition)	satinet	succor	tunneler
privilege	savable	sulfur (also derivatives)	turquoise
proffer	savanna	sulfanilamide	typify
programed, -er, -ing	savior	sulfureted, -ing	tyrannical
	Saviour (Christ)	supererogation	tyro
	scalloped, -ing	surreptitious	unctuous
	schizophrenia	surveillance	unwieldy
	scion (horticulture)	swiveled, -ing	upward
	scurrilous		uremia
	seismology		vacillate
			valance (drape)
			valance (chemistry)

veld	villain	wainscoting	withe
veranda	visa, -ed, -ing	weeviled, -ing	woeful
vermilion	vitamin	welder	woolen
vicissitude	vitrify	westward	woolly
virtualed, -ing	votable	whimsey	worshiped, -er,
victualer	vying	whisky, -ies	-ing
vilify		willful	

Anglicized and foreign words

5.3. Diacritical marks are not used with completely anglicized words.

abaca	cortege	fiance (masc., fem.)	porte lumiere
aide memoire	coulee	frappe	portiere
a la carte	coup de grace	garcon	pousse cafe
a la king	coup d'etat	glace	premiere
alamode	coupe	grille	protege (masc.,
angstrom	creme	gruyere	fem.)
aperitif	crepe	habitude	puree
applique	crepe de chine	ingenue	rале
apropos	debacle	jardiniere	recherche
auto-da-fe	debris	litterateur	regime
blase	debut	materiel	risque (masc.,
boutonniere	debutante	matinee	fem.)
brassiere	decollete	melange	role
cabana	dejeuner	melee	rotisserie
cafe	denouement	menage	roue
cafeteria	depot	mesalliance	saute
caique	dos-a-dos	metier	seance
canape	eclair	moire	senor
cause celebre	eclat	naive	smorgasbord
chateau	ecru	naivete	soiree
cliche	elan	nee	souffle
cloisonne	elite	opera bouffe	suede
comediienne	entree	opera comique	table d'hote
communique	etude	papier mache	tete-a-tete
confrere	facade	piece de resistance	tragedienne
consomme	faience	pleiade	vicuna
	fete	porte cochere	vis-a-vis

5.4. Foreign words carry the diacritical marks as an essential part of their spelling.

à l'américaine	chargé d'affaires	longéron	père
attaché	congé	mañana	piña
béton	crédit foncier	maté	précis
blesé	crédit mobilier	mère	raisonné
calèche	curé	nacré	résumé
cañada	doña	outré	touché
cañon	entrepôt	passé (masc., fem.)	
chargé	exposé	pâté	

Plural forms

5.5. Nouns ending in *o* preceded by a vowel add *s* to form the plural; nouns ending in *o* preceded by a consonant add *es* to form the plural, except as indicated in the following list.

albinos	Eskimos	magnetos	salvos
armadillos	falsettos	mementos	sextodecimos
avocados	gauchos	merinos	sextos
banjos	ghettos	mestizos	siroccos
cantos	gringos	octavos	solos
cascos	halos	octodecimos	tangelos
centos	inamoratos	pianos	tobaccos
didos	indigos	piccolos	twos
duodecimos	juntos	pomelos	tyros
dynamos	kimonos	provisos	virtuosos
escudos	lassos	quartos	zeros

5.6. In forming the plurals of compound terms, the significant word takes the plural form.

<p>Significant word first:</p> <ul style="list-style-type: none"> adjutants general aides-de-camp ambassadors at large attorneys at law attorneys general billets-doux bills of fare brothers-in-law chargés d'affaires commanders in chief comptrollers general consuls general courts-martial crepes suzette daughters-in-law governors general grants-in-aid heirs at law inspectors general men-of-war ministers-designate mothers-in-law notaries public postmasters general presidents-elect prisoners of war rights-of-way secretaries general sergeants at arms sergeants major surgeons general <p>Significant word in middle:</p> <ul style="list-style-type: none"> assistant attorneys general assistant chiefs of staff assistant comptrollers general assistant surgeons general deputy chiefs of staff <p>Significant word last:</p> <ul style="list-style-type: none"> assistant attorneys 	<p>Significant word last—Continued</p> <ul style="list-style-type: none"> assistant commissioners assistant corporation counsels assistant directors assistant general counsels assistant secretaries brigadier generals deputy judges deputy sheriffs general counsels judge advocates judge advocate generals lieutenant colonels major generals provost marshals provost marshal generals quartermaster generals trade unions under secretaries vice chairmen vice presidents <p>Both words of equal significance:</p> <p>Bulletins Nos. 27 and 28; <i>but</i> Bulletin No. 27 or 28</p> <ul style="list-style-type: none"> coats of arms masters at arms men buyers men cooks men employees secretaries-treasurers women aviators women students women writers <p>No word significant in itself:</p> <ul style="list-style-type: none"> forget-me-nots hand-me-downs jack-in-the-pulpits man-of-the-earths pick-me-ups will-o'-the-wisps
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5.7. When a noun is hyphenated with an adverb or preposition, the plural is formed on the noun.

comings-in	goings-on	listeners-in	makers-up
fillers-in	hangers-on	lookers-on	passers-by

5.8. When neither word is a noun, the plural is formed on the last word.

also-rans	go-betweens	run-ins
come-ons	higher-ups	tie-ins

5.9. Nouns ending with *ful* form the plural by adding *s* at the end; if it is necessary to express the idea that more than one container was filled, the two elements of the solid compound are printed as separate words and the plural is formed by adding *s* to the noun.

- five bucketfuls of the mixture (one bucket filled five times)
- five buckets full of earth (separate buckets)
- three cupfuls of flour (one cup filled three times)
- three cups full of coffee (separate cups)

5.10. The following list comprises other words the plurals of which may cause difficulty.

addendum, addenda	lens, lenses
adieu, adieus	lira, lire
agendum, agenda	locus, loci
alga, algae	madam, mesdames
alumnus, alumni (masc.); alumna, alumnae (fem.)	Marys
antenna, antennas (antennae, zoology)	matrix, matrices
appendix, appendixes	maximum, maximums
aquarium, aquariums	medium, mediums <i>or</i> media
automaton, automatons	memorandum, memorandums
axis, axes	minimum, minimums
bandeau, bandeaux	minutia, minutiae
basis, bases	monsieur, messieurs
beau, beaus	nucleus, nuclei
cactus, cactuses	oasis, oases
calix, calices	octopus, octopuses
chassis (singular and plural)	opus, opera
cherub, cherubs	parenthesis, parentheses
cicatrix, cicatrices	phenomenon, phenomena
Co., Cos.	phylum, phyla
coccus, cocci	plateau, plateaus
crisis, crises	podium, podiums
criterion, criteria	procès-verbal, procès-verbaux
curriculum, curriculums	radius, radii
datum, data	radix, radices
desideratum, desiderata	referendum, referendums
dilettante, dilettanti	sanatorium, sanatoriums
dogma, dogmas	sanitarium, sanitariums
ellipsis, ellipses	septum, septa
equilibrium, equilibriums (equilibria, scientific)	sequela, sequelae
erratum, errata	seraph, seraphs
executrix, executrices	seta, setae
flambeau, flambeaus	ski, skis
focus, focuses	stadium, stadiums
folium, folia	stimulus, stimuli
formula, formulas	stratum, strata
fungus, fungi	stylus, styluses
genius, geniuses	syllabus, syllabuses
genus, genera	symposium, symposia
gladiolus (singular and plural)	synopsis, synopses
helix, helices	tableau, tableaux
hypothesis, hypotheses	taxi, taxis
index, indexes (indices, scientific)	terminus, termini
insigne, insignia	testatrix, testatrices
Kansas Citys	thesaurus, thesauri
lacuna, lacunae	thesis, theses
larva, larvae	thorax, thoraxes
larynx, larynxes	vertebra, vertebrae (vertebrae, zoology)
	virtuoso, virtuosos
	vortex, vortexes

Endings "ible" and "able"

5.11. The following words end in *ible*; other words in this class end in *able*. Words with both endings indicated differ in meaning.

abhorrible	audible	collapsible	comprehensible
accendible	avertible	combustible	compressible
accessible	bipartible	comestible	conducibile
addible	circumscribable	commonsensible	conductible
adducible	coctible	compactible	confluxible
admissible	coercible	compatible	congestible
appetible	cognoscible	competible	contemptible
apprehensible	cohesible	compossible	controvertible

conversible (conversible)	flexible	ineligible	prehensible
convertible	fluxible	ineludible	prescriptible
convincible	forcible	inevasible	producible
corrighle	frangible	inexhaustible	productible
corrodible	fungible	inexpansible	protrusible
corrosible	fusible	inexpressible	putrescible
corruptible	gullible	infallible	receptible
credibile	horrible	infeasible	redemptible
crucible	ignitable	inferrible	reducible
cullible	illegible	(inferable)	reflectible
decoctible	immersible	inflexible	reflexible
deducible	immiscible	infractible	refrangible
deductible	impartible	infrangible	remissible
defeasible	impassible	infusible	renascible
defectible	(impassable)	innascible	rendible
defensible	impatible	inscriptible	reprehensible
delible	impedible	insensible	repressible
deprehensible	imperceptible	instructible	reproducible
depressible	impermisible	insubmergible	resistible
descendible	imperscriptible	insuppressible	responsible
destructible	impersuasible	insusceptible	reversible
diffrangible	implausible	intactible	revertible
diffusible	impossible	intangible	risible
digestible	imprescriptible	intelligible	runcible
dimensionable	imputrescible	interconvertible	sconible
discernible	inaccessible	interruptible	seducible
discerpible	inadmissible	intervisible	sensible
discerptible	inapprehensible	invertible	sensible
discussible	inaudible	invertible	suasible
dispersible	incircumscribable	invincible	subdivisible
dissectible	incoercible	irascible	submergible
distensible	incognoscible	irreducible	submersible
distractible	incombustible	irrefrangible	subvertible
divertible	incommiscible	irremissible	suggestible
divestible	incompatible	irreprehensible	supersensible
divisible	incomprehensible	irrepressible	suppressible
docible	incompressible	irresistible	susceptible
edible	inconcussible	irresponsible	susceptible
educible	incontrovertible	irreversible	tangible
effectible	inconvertible	irreversible	tensible
effervescible	inconvincible	legible	terrible
eligible	incorrigible	mandible	thurible
eludible	incorrodible	marcescible	traducible
erodible	incorruptible	miscible	transmissible
evasible	incredible	negligible	transvertible
eversible	indefeasible	nexible	tripartible
evincible	indefectible	omissible	unadmissible
exemptible	indefensible	ostensible	uncorruptible
exhaustible	indelible	partible	unexhaustible
exigible	indeprehensible	passible	unexpressible
expansible	indestructible	(passable)	unintelligible
explosible	indigestible	perceptible	unresponsible
expressible	indiscernible	permissible	unsusceptible
extensible	indivertible	persuasible	vendible
fallible	indivisible	pervertible	vincible
feasible	indocible	plausible	visible
fencible	inducible	possible	vitrescible
	ineffervescible		

Endings "ise," "ize," and "yze"

5.12. A large number of words have the termination *ise*, *ize*, or *yze*. The letter *l* is followed by *yze* if the word expresses an idea of loosening or separating, as *analyze*; all other words of this class,

except those ending with the suffix *wise* and those in the following list, end in *ize*.

advertise	compromise	excise	prize (to force)
advise	demise	exercise	prize (to value)
affranchise	despise	exorcise	reprise
apprise (to inform)	devise	franchise	revise
apprize (to ap- praise)	disenfranchise	improvise	rise
arise	disfranchise	incise	supervise
chastise	disguise	merchandise	surmise
circumcise	emprise	misadvise	surprise
comprise	enfranchise	mortise	televise
	enterprise	premise	

Endings “cede,” “ceed,” and “sede”

5.13. Only one word ends in *sede* (supersede); only three end in *ceed* (exceed, proceed, succeed); all other words of this class end in *cede* (precede, secede, etc.).

Doubled consonants

5.14. A single consonant following a single vowel and ending a monosyllable or a final accented syllable is doubled before a suffix beginning with a vowel.

bag, bagging	red, reddish	corral, corralled	but total, totaled
get, getting	rob, robbing	transfer, transferred	travel, traveled

5.15. If the accent in a derivative falls upon an earlier syllable than it does in the primitive, the consonant is not doubled.

refer, reference	prefer, preference	infer, inference
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Indefinite articles

5.16. The indefinite article *a* is used before a consonant and an aspirated *h*; *an* is used before silent *h* and all vowels except *u* pronounced as in *usual* and *o* pronounced as in *one*.

a historical review	a union	an honor
a hotel	an herdseller	an onion
a human being	an hour	an oyster
a humble man		

5.17. When a group of initials begins with *b, c, d, g, j, k, p, q, t, v, w, y, or z*, each having a consonant sound, the indefinite article *a* is used.

a BLS compilation	a GAO limitation
a CIO finding	a PHS project

5.18. When a group of initials begins with *a, e, f, h, i, l, m, n, o, r, s, or x*, each having a vowel sound, the indefinite article *an* is used.

an AEC report	an NSC (en) proclamation
an FCC (ef) ruling	an RFC (ahr) loan

5.19. Use of the indefinite article *a* or *an* before a numerical expression is determined by the consonant or vowel sound of the beginning syllable.

an 11-year-old	an VIII (eight) classification
a onetime winner	a IV-F (four) category
a III (three) group	a 4-H Club

5.28. An apostrophe is used to indicate contractions, the omission of figures or letters (see also "Courtwork," rule 18.9, p. 229), and the coined plurals of letters, figures, and symbols.

don't	the 1920's or the	TV'ers	a's; ¶'s; 7's
I've	twenties; <i>not</i>	B.t.u.'s	T's, Y's
ne'er	the '20's <i>nor</i>	OK's	2 by 4's (lumber)
it's (it is)	20's	YMCA's	<i>but</i> 10s (yarn and thread)
class of '92	4-H'ers	A B C's	4½s (bonds)
spirit of '76	49'ers	three R's	3s (golf)

5.29. The apostrophe is omitted in abbreviations, and also in shortened forms of certain other words.

Danl., <i>not</i> Dan'l	coon	Halloween
Sgt., <i>not</i> Sg't	possum	copter
phone	Frisco	

5.30. The plural of spelled-out numbers, of words referred to as words, and of words already containing an apostrophe is formed by adding *s* or *es*; but *'s* is added to indicate the plural of words used as words if the omission of the apostrophe would cause difficulty in reading.

twos	ins and outs	yeses and noes
threes	ups and downs	<i>but</i> do's and don'ts
sevens	whereases and	which's and that's
ands, ifs, and buts	wherefores	

5.31. The possessive case is often used in lieu of an objective phrase even though ownership is not involved.

1 day's labor (labor for 1 day)	5 or 10 billion dollars' worth
2 hours' travelttime	for charity's sake
a stone's throw	for pity's sake
2 weeks' pay	

5.32. The possessive case is not used in such expressions as the following, in which one noun modifies another.

day labor (labor by the day)	State prison
quartermaster stores	State rights

5.33. For euphony, nouns ending in *s* or *ce* and followed by a word beginning with *s* form the possessive by adding an apostrophe only.

for goodness' sake	for old times' sake	for conscience' sake
Mr. Hughes' service	for acquaintance' sake	

5.34. A possessive noun used in an adjective sense requires the addition of *'s*.

He is a friend of John's	Stern's is running a sale
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5.35. A noun preceding a gerund should be in the possessive case.

in the event of Mary's leaving	the ship's hovering nearby
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Geographic names

5.36. The spelling of geographic names must conform to the decisions of the U.S. Board on Geographic Names. In the absence of such a decision, the U.S. Directory of Post Offices is to be used for names of post offices in the United States and its possessions, and the Columbia Lippincott Gazetteer of the World is to be followed in the spelling of other geographic names.

5.37. If the decisions or the rules of the Board permit the use of either the local official form or the conventional English form, it is the prerogative of the originating office to select the form which is most suitable for the matter in hand; therefore, in marking copy or reading proof, it is required only to verify the spelling of the particular form used. The Government Printing Office preference is for the conventional English form. Copy will be followed as to accents, but these should be uniform throughout each job.

Nationalities, etc.

5.38. The table on page 248 shows forms to be used for nouns and adjectives denoting nationality.

5.39. In designating the natives of the several States, the following forms will be used.

Alabamian	Indianian	Nebraskan	Rhode Islander
Alaskan	Iowan	Nevadan	South Carolinian
Arizonan	Kansan	New Hampshireite	South Dakotan
Arkansan	Kentuckian	New Jerseyite	Tennessean
Californian	Louisianian	New Mexican	Texan
Coloradan	Mainer	New Yorker	Utahan
Connecticuter	Marylander	North Carolinian	Vermonteer
Delawarean	Massachusettsan	North Dakotan	Virginian
Floridian	Michigantite	Ohioan	Washingtonian
Georgian	Minnesotan	Oklahoman	West Virginian
Hawaiian	Mississippian	Oregonian	Wisconsinite
Idahoan	Missourian	Pennsylvanian	Wyomingite
Illinoisan	Montanan		

5.40. Observe the following forms:

Guamanian
Puerto Rican

Part-Hawaiian (applies to
Hawaii only)
but part-Japanese

Indian words

5.41. In Indian words, including tribal and other proper names, copy is to be followed literally as to spelling and the use of spaces, hyphens, etc.

Ligatures

5.42. Ligatures are not used in anglicized or Latin words; in other foreign words, national practice is followed.

Caesar
Leguminosae

Cædmon (Old English)
vœu (French)

Transliteration

5.43. In the spelling of nongeographic words transliterated from Chinese, Japanese, or any other language that does not have a Latin alphabet, copy is to be followed literally.

6. COMPOUND WORDS

(See also Guide to Compounding; Word Division (supplement to *STYLE MANUAL*), description on p. 2)

6.1. A compound word is a union of two or more words, either with or without a hyphen. It conveys a unit idea that is not as clearly or quickly conveyed by the component words in unconnected succession. The hyphen in a compound is a mark of punctuation that not only unites but separates the component words, and thus facilitates understanding, aids readability, and insures correct pronunciation.

6.2. In applying the following rules and in using the Guide to Compounding, the living fluidity of our language should be kept in mind. Word forms constantly undergo modification. Two-word forms first acquire the hyphen, later are printed as one word, and not infrequently the transition is from the two- to the one-word form, bypassing the hyphen stage.

6.3. The rules as laid down cannot be applied inflexibly. Exceptions must necessarily be allowed, so that general good form will not be offended. However, current language trends point definitely to closing up words which, through frequent use, have become associated in the reader's mind as units of thought. The tendency to amalgamate words, particularly two short words, assures easier continuity, and is a natural progression from the older and less flexible treatment of words.

General rules

6.4. In general, omit the hyphen when words appear in regular order and the omission causes no ambiguity in sense or sound. (See also rule 6.16, p. 75.)

banking hours	eye opener	real estate
blood pressure	fellow citizen	rock candy
book value	living costs	training ship
census taker	palm oil	violin teacher
day laborer	patent right	

6.5. Compound two or more words to express a literal or nonliteral (figurative) unit idea that would not be as clearly expressed in unconnected succession.

afterglow	forget-me-not	right-of-way
bookkeeping	gentleman	whitewash
cupboard	newsprint	

6.6. Unless otherwise indicated, a derivative of a compound retains the solid or hyphenated form of the original compound.

coldbloodedness	ill-advisedly	praiseworthiness	X-rayer
footnoting	outlawry	railroader	Y-shaped

6.7. Except after the short prefixes *co*, *de*, *pre*, *pro*, and *re*, which are generally printed solid, a hyphen is used to avoid doubling a vowel or tripling a consonant. (See also rules 6.29, 6.32, p. 77.)

cooperation	anti-inflation	brass-smith	ultra-atomic
deemphasis	micro-organism	Inverness-shire	shell-like
preexisting	semi-independent	thimble-eye	hull-less

Solid compounds

6.8. Print solid two nouns that form a third when the compound has only one primary accent, especially when the prefixed noun consists of only one syllable or when one of the elements loses its original accent.

airship	cupboard	footnote
bathroom	dressmaker	locksmith
bookseller	fishmonger	workman

6.9. Print solid a noun consisting of a short verb and an adverb as its second element, except when the use of the solid form would interfere with comprehension.

blowout	hangover	pickup	throwaway
breakdown	holdup	runoff	<i>but</i> cut-in
flareback	makeready	setup	run-in
giveaway	markoff	showdown	tie-in

6.10. Compounds beginning with the following nouns are usually printed solid.

book	house	school	way
eye	mill	shop	wood
horse	play	snow	work

6.11. Compounds ending in the following are usually printed solid, especially when the prefixed word consists of one syllable. (See also rules 8.5, p. 131; 8.7, p. 135.)

berry	house	piece	weed
blossom	keeper	power	wide
boat	keeping	proof	wise
book	light	room	woman
borne	like	shop	wood
bound	maker	smith	work
brained	making	stone	worker
bush	man	store	working
fish	master	tail	worm
flower	mate	tight	wort
grower	mill	time (not clock)	writer
hearted	mistress	ward	writing
holder	monger	way	yard

6.12. Print solid *any*, *every*, *no*, and *some* when combined with *body*, *thing*, and *where*; when *one* is the second element, print as two words if meaning a single or particular person or thing; to avoid mispronunciation, print *no one* as two words at all times.

anybody	everybody	nobody	somebody
anything	everything	nothing	something
anywhere	everywhere	nowhere	somewhere
anyone	everyone	no one	someone

but any one of us may stay; every one of the pilots is responsible.

6.13. Print as one word compound personal pronouns.

herself	oneself	thyself
himself	ourselves	yourself
itself	themselves	yourselves
myself		

6.14. Print as one word compass directions consisting of two points, but use a hyphen after the first point when three points are combined.

northeast	north-northeast
southwest	south-southwest

Unit modifiers

(See also rule 9.58, p. 142.)

6.15. Print a hyphen between words, or abbreviations and words, combined to form a unit modifier immediately preceding the word modified, except as indicated in rule 6.16 and elsewhere throughout this chapter. This applies particularly to combinations in which one element is a present or past participle.

Baltimore-Washington road	long-term-payment loan
collective-bargaining talks	lump-sum payment
contested-election case	most-favored-nation clause
contract-bar rule	multiple-purpose uses
drought-stricken area	no-par-value stock
English-speaking nation	part-time personnel
fire-tested material	rust-resistant covering
Federal-State-local cooperation	service-connected disability
German-English descent	tool-and-die maker
guided-missile program	1-inch diameter; 2-inch-diameter pipe
hard-of-hearing class	10-word telegram
high-speed line	a 4-percent increase; <i>but</i> 4 percent [of]
large-scale project	hydrochloric acid, 4 percent [of] in-
law-abiding citizen	terest
long-term loan	U.S.-owned property; U.S.-flag ship

6.16. Where meaning is clear and readability is not aided, it is not necessary to use a hyphen to form a temporary or made compound. Restraint should be exercised in forming unnecessary combinations of words used in normal sequence.

atomic energy power	mutual security funds
bituminous coal industry	national defense appropriation
child welfare plan	natural gas company
civil rights case	per capita expenditure
civil service examination	portland cement plant
durable goods industry	production credit loan
flood control study	public utility plant
free enterprise system	real estate tax
high school student; elementary	small businessman
school grade	social security pension
income tax form	soil conservation measures
interstate commerce law	special delivery mail; parcel post delivery
land bank loan	speech correction class
land use program	<i>but</i> no-hyphen rule (readability aided); <i>not</i>
life insurance company	no hyphen rule

6.17. Print without a hyphen a compound predicate adjective or predicate noun the second element of which is a present participle.

The duties were price fixing.	The shale was oil bearing.
The effects were far reaching.	The area was used for beet raising.

6.18. Print without a hyphen a compound predicate adjective the second element of which is a past participle; also, omit the hyphen in a predicate modifier of comparative or superlative degree.

The area is drought stricken.	This material is fire tested.
The paper is fine grained.	The cars are higher priced.
The boy is freckle faced.	The reporters are best informed.

6.19. Print without a hyphen a two-word modifier the first element of which is a comparative or superlative.

better drained soil	<i>but</i> uppercrust society
best liked books	lowercase, uppercase type (printing)
higher level decision	undercoverman
highest priced apartment	upperclassman
larger sized dress	bestseller (noun)
better paying job	lighter-than-air craft
lower income group	higher-than-market price

6.20. Do not use a hyphen in a two-word unit modifier the first element of which is an adverb ending in *ly*, nor use hyphens in a three-word unit modifier the first two elements of which are adverbs.

eagerly awaited moment	often heard phrase
heavily laden ship	<i>but</i> ever-normal granary
unusually well preserved specimen	ever-rising flood
very well defined usage	still-new car
longer than usual lunch period	still-lingering doubt
very well worth reading	well-known lawyer
not too distant future	well-kept farm

6.21. Proper nouns used as unit modifiers, either in their basic or derived form, retain their original form; but the hyphen is printed after combining forms.

Latin American countries	Afro-American program
North Carolina roads	Anglo-Saxon period
South American trade	Franco-Prussian War
United States laws	<i>but</i> Indochina ¹ border
Red Cross nurse	Minneapolis-St. Paul region
Winston-Salem festival	North American-South American sphere
Washington-Wilkes-Barre route	French-English descent

6.22. Do not confuse a modifier with the word it modifies.

elderly clothesman	old-clothes man
competent shoemaker	wooden-shoe maker
field canning factory	tomato-canning factory
gallant serviceman	service men and women
light blue hat	light-blue hat
average taxpayer	income-tax payer
American flagship	American-flag ship
well-trained schoolteacher	elementary school teacher
<i>but</i> common stockholder; small businessman	

6.23. Where two or more hyphenated compounds have a common basic element and this element is omitted in all but the last term, the hyphens are retained.

2- or 3-em quads, <i>not</i> 2 or 3-em quads; 2- to 3- and 4- to 5-ton trucks
2- by 4-inch boards, <i>but</i> 2 to 6 inches wide
8-, 10-, and 16-foot boards
moss- and ivy-covered walls, <i>not</i> moss and ivy-covered walls
long- and short-term money rates, <i>not</i> long and short-term money rates
<i>but</i> twofold or threefold, <i>not</i> two or threefold
goat, sheep, and calf skins, <i>not</i> goat, sheep, and calfskins
intrastate and intracity, <i>not</i> intra-state and -city
American owned and managed companies
preoperative and postoperative examination

6.24. Do not use a hyphen in a unit modifier consisting of a foreign phrase.

ante bellum days	ex officio member	per diem employee
bona fide transaction	per capita tax	prima facie evidence

6.25. Do not print a hyphen in a unit modifier containing a letter or a numeral as its second element.

abstract B pages	class II railroad	point 4 program
article 3 provisions	grade A milk	ward D beds

6.26. Do not use a hyphen in a unit modifier enclosed in quotation marks unless it is normally a hyphenated term, but quotation marks are not to be used in lieu of a hyphen. (See also rule 9.123, p. 149.)

"blue sky" law "good neighbor" policy "tie-in" sale *but* right-to-work law

¹ Decision of U.S. Board on Geographic Names.

6.27. Print combination color terms as separate words, but use hyphen when such color terms are unit modifiers.

bluish green
dark green

orange red
bluish-green feathers

iron-gray sink
silver-gray body

6.28. Do not use a hyphen between independent adjectives preceding a noun.

big gray cat

a fine old southern gentleman

Prefixes, suffixes, and combining forms

6.29. Print solid combining forms and prefixes, except as indicated elsewhere.

afterbirth
Anglomania
antedate
antislavery
biweekly
bylaw
circumnavigation
cisalpine
cooperate
contraposition
countercase
deenergize
demitasse
excommunicate
extracurricular

foretell
heroicomic
hypersensitive
hypoacid
inbound
infrared
interview
intrapinal
introvert
isometric
macroanalysis
mesothorax
metagenesis
microphone
misstate

monogram
multicolor
neophyte
nonneutral
offset
outbake
overactive
pancosmic
paracentric
particoated
peripatetic
planoconvex
polynodal
postscript
preexist

proconsul
pseudoscholastic
reenact
retrospect
semiofficial
stepfather
subsecretary
supermarket
thermocouple
transonic
transship
tricolor
ultraviolet
unnecessary
underflow

6.30. Print solid combining forms and suffixes, except as indicated elsewhere.

portable
coverage
operate
plebiscite
twentyfold
spoonful

kilogram
geography
manhood
selfish
pumpkin

meatless
outlet
wavelike
procurement
innermost

partnership
lonesome
homestead
northward
clockwise

6.31. Print solid words ending in *like*, but use a hyphen to avoid tripling a consonant or when the first element is a proper name.

lifelike
lilylike

bell-like
girllike

Florida-like
Truman-like

6.32. Use a hyphen or hyphens to prevent mispronunciation, to insure a definite accent on each element of the compound, or to avoid ambiguity.

anti-hog-cholera serum
co-op
mid-ice
non-civil-service position
non-tumor-bearing tissue

re-cover (cover again)
re-sorting (sort again)
re-treat (treat again)
un-ionized
un-uniformity

6.33. Use a hyphen to join duplicated prefixes.

re-redirect

sub-subcommittee

super-superlative

6.34. Print with a hyphen the prefixes *ex*, *self*, and *quasi*.

ex-governor
ex-serviceman
ex-trader
ex-vice-president

self-control
self-educated
but selfhood
selfsame

quasi-academic
quasi-argument
quasi-corporation
quasi-young

6.35. Unless usage demands otherwise, use a hyphen to join a prefix or combining form to a capitalized word. (The hyphen is retained in words of this class set in caps.)

anti-Arab	<i>but</i> nongovernmental
pro-British	overanglicize
un-American	prezeppelin
non-Government	transatlantic
post-World War II <i>or</i> post-Second World War	

Numerical compounds

6.36. Print a hyphen between the elements of compound numbers from twenty-one to ninety-nine and in adjective compounds with a numerical first element. (See also rule 11.23, p. 173.)

twenty-one	3-to-1 ratio	<i>but</i> one hundred and twenty-one
twenty-first	5-to-4 vote	100-odd
6-footer	.22-caliber cartridge	foursome
24-inch ruler	2-cent-per-pound tax	threescore
3-week vacation	four-in-hand tie	foursquare
8-hour day	three-and-twenty	\$20 million airfield
10-minute delay	two-sided question	
20th-century progress	multimillion-dollar fund	

6.37. Print without a hyphen a modifier consisting of a possessive noun preceded by a numeral. (See also rule 5.31, p. 71.)

1 month's layoff	2 hours' work
1 week's pay	3 weeks' vacation

6.38. Print a hyphen between the elements of a fraction, but omit it between the numerator and the denominator when the hyphen appears in either or in both.

one-thousandth	twenty-three thirtieths
two-thirds	twenty-one thirty-seconds
two one-thousandths	three-fourths of an inch

6.39. A unit modifier following and reading back to the word or words modified takes a hyphen and is always printed in the singular.

motor, alternating-current, 3-phase, 60-cycle, 115-volt
 glass jars: 5-gallon, 2-gallon, 1-quart
 belts: 2-inch, 1¼-inch, ½-inch, ¼-inch

Civil and military titles

6.40. Do not hyphen a civil or military title denoting a single office, but print a double title with a hyphen. (See also rule 5.6, p. 66.)

ambassador at large	notary public
assistant attorney general	secretary general
commander in chief	under secretary; <i>but</i> under-secretaryship
comptroller general	vice president; ² <i>but</i> vice-presidency
Congressman at Large	secretary-treasurer
major general	treasurer-manager
sergeant at arms	

6.41. The adjectives *elect* and *designate*, as the last element of a title, require a hyphen.

President-elect	ambassador-designate
Vice-President-elect	minister-designate

² In official usage, the title of Vice President of the United States is written without a hyphen; the hyphen is also omitted in all like titles, such as vice admiral, vice consul, etc.

Scientific and technical terms

6.42. Do not print a hyphen in scientific terms (names of chemicals, diseases, animals, insects, plants) used as unit modifiers if no hyphen appears in their original form. (See list of plant names, p. 131, and insect names, p. 135.)

carbon monoxide poisoning	whooping cough remedy
guinea pig raising	<i>but</i> screw-worm raising
hog cholera serum	Russian-olive plantings
methyl bromide solution	white-pine weevil
stem rust control	Douglas-fir tree

6.43. Chemical elements used in combination with figures use a hyphen, except with superior figures.

polonium-210 uranium-235; *but* U²³⁵; Sr⁹⁰; ⁹²U²³⁴ Freon-12

6.44. Note use of hyphens and closeup punctuation in chemical formulas.

9-nitroanthra(1,9,4,10)bis(1)oxathiazone-2,7-bisdioxide
Cr-Ni-Mo
2,4-D

6.45. Print a hyphen between the elements of technical compound units of measurement.

candle-hour	light-year
horsepower-hour	passenger-mile
kilowatt-hour	

Improvised compounds

6.46. Print with a hyphen the elements of an improvised compound.

blue-pencil (v.)	make-believe (n.)
18-year-old (n.)	stick-in-the-mud (n.)
first-come-first-served basis	let-George-do-it attitude
know-it-all (n.)	how-to-be-beautiful course
know-how (n.)	hard-and-fast rule

6.47. Use hyphens in a prepositional-phrase compound noun consisting of three or more words.

cat-o'-nine-tails	man-of-war	<i>but</i> coat of arms
government-in-exile	mother-in-law	heir at law
grant-in-aid	mother-of-pearl	next of kin
jack-in-the-box	patent-in-fee	officer in charge

6.48. When the corresponding noun form is printed as separate words, the verb is always hyphenated.

cold-shoulder blue-pencil cross-brace

6.49. Print a hyphen in a compound formed of repetitive or conflicting terms and in a compound naming the same thing under two aspects.

boogie-woogie	devil-devil	walkie-talkie
comedy-ballet	farce-melodrama	willy-nilly
dead-alive	pitter-patter	young-old

6.50. Use a hyphen in a nonliteral compound expression containing an apostrophe in its first element.

asses'-eyes	cat's-paw	<i>but</i> The cat's paw is soft.
ass's-foot	crow's-nest	There is the crow's nest.
bull's-eye		

6.51. Print a hyphen to join a single capital letter to a noun or a participle.

H-bomb
I-beam
T-shaped

U-boat
V-necked
X-ray

X-raying
S-iron
T-square

6.52. Print idiomatic phrases without hyphens.

come by
inasmuch as

insofar as
Monday week

7. GUIDE TO COMPOUNDING

7.1. The following list is based on the rules for compounding given on pages 73 to 80. Manifestly, such a list cannot be complete. However, by analogy with listed words of like prefixes or suffixes, with consideration given to length and readability, and the application of the rules, fuller treatment of unlisted compounds will be achieved. Nevertheless, the list is reasonably complete for meeting the needs of printers, editors, and writers.

7.2. In order to keep the list from becoming cumbersome, certain restrictions had to be adopted.

7.3. The listing of hyphenated compounds ending in *ed* was kept to a minimum, it being thought adequate to give one or two examples under a keyword rather than to admit needless repetition.

7.4. Similarly, many two-word forms which create no difficulty were omitted.

7.5. On the other hand, care was exercised to achieve fuller coverage of solid compounds, particularly when the adopted form is at variance with that laid down in Webster's New International Dictionary. It should be added that while Webster's, with indicated exceptions (pp. 61-65), is our guide to the spelling of words, it is not our guide for the compounding of words. The rules and the guide prescribe and limit our practice.

7.6. Distinction should be made between words used in a non-literal sense—e.g., *highlight* (prominent detail), *sideline* (added activity), where the one-word form differentiates from literal use—e.g., *high light* (elevation of a light), *side line* (physical line), where the two-word form frequently assures proper emphasis in pronouncing more distinctly each word in the group.

7.7. Distinction should also be made in the compounding of two words to form an adjective modifier and the use of the same words as a predicate adjective; e.g., "crystal-clear water," *but* "the water is crystal clear"; "fire-tested material," *but* "the material is fire tested."

7.8. Caution should be exercised in distinguishing when a succession of words is intended as a compound and when it is merely a collocation; e.g., "we know someone who will do it," *but* "we ought to master some one thing well."

7.9. For better appearance, it may sometimes be necessary to treat alike words which would have different forms when they appear separately; e.g., *bumblebee* and *queen bee*, *farmhand* and *ranch hand*. In juxtaposition, these and similar words should be made uniform by being printed as two words. This is only a temporary expedient and does not supersede the list.

7.10. Combining forms and prefixes are usually printed solid. For greater readability, the hyphen is sometimes required to avoid doubling a vowel (*anti-inflation*, *naso-orbital*), except as indicated in rule 6.7; or not to change a normally capitalized word (*mid-April*, *non-European*); or to assure distinct pronunciation of each element of a compound or ready comprehension of intended meaning (*contra-ion*,

un-ionized); or to join a combining form or prefix to an already hyphenated compound (*equi-gram-molar, pro-mother-in-law*).

7.11. As nouns and adjectives, *holdup, calldown, layout, makeup*, and similar words should be printed solid. Their *er* derivatives (*holder-up, caller-down, layer-out, and maker-up*) require hyphens. On the other hand, such compounds as *run-in, run-on, and tie-in* resist quick comprehension when solid. They are therefore hyphenated.

7.12. Words spelled alike but pronounced differently, such as *tear-dimmed* and *tearsheet, wind tunnel* and *windup*, are listed under the same keyword.

7.13. This list does not include the large group of plant and insect names which are covered in separate lists, pages 131 to 136.

7.14. The abbreviations *adv.* (adverb), *n.* (noun), *v.* (verb), *u.m.* (unit modifier), *pref.* (prefix), *c.f.* (combining form), and *conj.* (conjunction) indicate function.

[Words printed flush are combined with the words which follow to form solid or hyphenated compounds; a spacemark (#) indicates a two-word form (note that two-word forms in the adjective position use a hyphen, except as laid down in rule 6.16, p. 75)]

A #B #C (n.) -B-C (u.m.) -bomb -day -flat #1 (rating) -sharp A -frame -pole a borning, etc. foot piece (adv.) sea shipboard while (adv.) abdomino (c.f.) <i>all one word</i> able -bodied (u.m.) -minded (u.m.) about-face above board -cited (u.m.) deck -found (u.m.) -given (u.m.) ground (u.m.) -mentioned (u.m.) -named (u.m.) proof -said (u.m.) -water (u.m.) -written (u.m.) absentminded ace-high (u.m.) acid #bath fast proof -treat (v.) worker works ack-ack acre -foot -inch actino (c.f.) <i>all one word</i> ad man smith adder bolt fish	addle brain head pate adeno (c.f.) <i>all one word</i> aero (c.f.) -otitis <i>rest one word</i> afore <i>all one word</i> Aframerican Afro-American after (c.f.) <i>all one word</i> agar-agar agataware age less long -old (u.m.) -stricken (u.m.) -weary (u.m.) agencywide ague -faced (u.m.) -plagued (u.m.) proof -sore (u.m.) aide-de-camp air base #bends bill blast -blasted (u.m.) blown borne bound brained brake brush burst -clear (u.m.) coach -condition (v.) -conditioned (u.m.) -conditioning (u.m.) -cool (v.) -cooled (u.m.) craft crew crewman -dried (u.m.)	air-con. -driven (u.m.) drome drop -dry (u.m., v.) #duct field -floated (u.m.) flow foil -formed (u.m.) frame freight freighter gap glow hammer head hole hose lane lift #line (line for air) line (aviation) liner link load locked mail man mark (v.) marker mass minded #navigation park path photo plane port (all mean- ings) power scoop show sleeve ship sick sickness -slaked (u.m.) space speed stream strike strip tight #time (radio and TV)	air-con. #train #twist ward wave way wayman #well wise woman worthy alder -leaved (u.m.) man woman ale cup -fed (u.m.) glass house yard alkali #land all -absorbing (u.m.) -aged (u.m.) -American -clear (n., u.m.) -fired (u.m.) -flotation (mining) #fours #hail #in mark (printing) mouth (fish) -out (u.m.) over (n., u.m.) -possessed (u.m.) #right -round (u.m.) spice -star (u.m.) time (u.m.) wise alleyway alio (c.f.) <i>all one word</i> alms giver giving house man along ship shore side alpen glow stock	alpha -cellulose -iron -naphthol #ray #test also-ran (n., u.m.) altar piece wise alto cumulus #horn relieve stratus amber -clear (u.m.) -colored (u.m.) fish -tipped (u.m.) ambi (c.f.) <i>all one word</i> amidships amino #acid <i>as prefix, all one word</i> ampere -foot -hour meter -minute -second amphi (pref.) <i>all one word</i> amyo (c.f.) <i>all one word</i> anchor hold #light plate angel cake -eyed (u.m.) -faced (u.m.) fish food angio (c.f.) <i>all one word</i> angle hook #iron meter sight wing wise worm
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Anglo (c.f.) -American, etc. <i>rest one word</i>	arch (pref.)—con. duke enemy -Protestant way wise	assembly man #line #room	back—con. flow -focus (v.) furrow ground hand handed haul hauled -in (n., u.m.) land(s) lash list (v.) log lotter pack paddle (v.) pay payment pedal (v.) piece plate rest road room run saw scatter set shift slide space spin spread staff stage stairs stamp stitch stop strap -streeter stretch (n.) string strip (book) stroke -swath (v.) swept swing tack talk tender tenter -titrate (v.) track (v.) trail trailer up (n., u.m.) wall ward wash water way woods yard yarder	bail out (n., u.m.) piece wood ballsmen bake board house pan shop stove bald #eagle faced head (n.) headed pate ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
anhydr(o) (c.f.) <i>all one word</i>	archeo (c.f.) <i>all one word</i>	astro (c.f.) <i>all one word</i>	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
ankle bone -deep (u.m.) jack	archer fish archi (pref.) <i>all one word</i>	athwart hawse ship wise attorney #at #law	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
ante (pref.) #bellum, etc. -Christian, etc. #mortem mortem (non-literal) <i>rest one word</i>	areo (c.f.) <i>all one word</i>	author craft ship authotype auto (c.f.) -objective -observation -omnibus -ophthalmoscope <i>rest one word</i>	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
antero (c.f.) <i>all one word</i>	aristo (c.f.) <i>all one word</i>	auger #box #drill	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
anthra (c.f.) <i>all one word</i>	arithmetic (c.f.) <i>all one word</i>	author craft ship authotype auto (c.f.) -objective -observation -omnibus -ophthalmoscope <i>rest one word</i>	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
anthropo (c.f.) <i>all one word</i>	arm band bone chair hole lift load piece pit plate rack rest -shaped (u.m.)	ax -adz #grinder -grinding (u.m.) hammer head maker man -shaped (u.m.) stone	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
anti (pref.) -American, etc. christ god -hog-cholera (u.m.) -icer, -imperial, -inflation, etc. -missile-missile (u.m.) missile, personal, trust, etc. -New #Deal, etc. <i>rest one word</i>	armor #bearer #belt -clad (u.m.) -piercing (u.m.) plate -plated (u.m.) arm's-length (u.m.)	axo (c.f.) <i>all one word</i>	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
antiv -faced (u.m.) -headed (u.m.) maker smith	arseno (c.f.) <i>all one word</i>	axo (c.f.) <i>all one word</i>	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
any body how #more one #one (one thing or one of a group) place (adv.) thing way(s) where wise	art -colored (u.m.) craft ware work	axo (c.f.) <i>all one word</i>	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
aorto (c.f.) <i>all one word</i>	arterio (c.f.) <i>all one word</i>	axo (c.f.) <i>all one word</i>	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
apo (pref.) <i>all one word</i>	arthro (c.f.) <i>all one word</i>	axo (c.f.) <i>all one word</i>	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
apple cart grower jack juice sauce -scented (u.m.)	artillery man ship	axo (c.f.) <i>all one word</i>	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
April-fool (v.)	asbestos -covered (u.m.) -packed (u.m.) #rock	axo (c.f.) <i>all one word</i>	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
aqua #fortis #green marine meter plane puncture tint tone	ash bin can #color -colored (u.m.) -free (u.m.) -gray (u.m.) #heap man pan pile pit tray	axo (c.f.) <i>all one word</i>	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
arborway	arc -over (n., u.m.) -weld (v.)	axo (c.f.) <i>all one word</i>	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged
arch (pref.) band bishop		axo (c.f.) <i>all one word</i>	back man #line #room	ball pay field flower -like player point (u.m.) proof room stock ballot #box band box cutter man master #pulley saw sawed sawing sawyer stand string -tailed (u.m.) wagon width work bandsman bandy ball -legged (u.m.) bang tail up (n., u.m.) bank book man note #paper side (stream) banner fish man bantamweight bar #bit keeper maid man master post room tender way wise -wound (u.m.) barbed #wire barber fish shop bare -armed (u.m.) back backed boat bone boned faced foot footed handed headed legged

bare—con.	battle—con.	bed—con.	bell—con.	bill
necked	dore	lamp	house	back
worn	-fallen (u.m.)	-fallen (u.m.)	maker	beetle
barge	field	light	making	board
board	front	#linen	man	book
#course	ground	load	mouthed	broker
house	#jacket	maker	ringer	broking
-laden (u.m.)	line	man	ringing	bug
line	plane	mate	wether	fish
load	-scarred (u.m.)	pad	bellows	fold
man	ship	pan	maker	head
master	#star	plate	making	heading
bark	stead	post	man	holder
bound	wagon	quilt		hook
cutter	wise	rail	belly	poster
peel	bay	ridden	ache	posting
peeler	bolt	rock	band	sticker
#rot	man	room	bound	billet
-tanned (u.m.)	#rum	screw	buster	-doux
barley	beach	sheet	button	head
corn	comber	sick	fed (u.m.)	man
field	head	side	land (v.)	billingsgate
mow	man	sore	piece	bio (c.f.)
#water	master	space	pinch	-aeration
barn	wagon	spread	belowstairs	-osmosis
#dance	bead	spring	belt	<i>rest one word</i>
man	flush	stand	-driven (u.m.)	birch
stormer	house	stead	maker	bark
yard	roll	straw	making	wood
barracksmate	work	#timber	man	bird
barrel	beak	time	saw	bath
head	head	ward	bench	bander
maker	iron	way	board	banding
making	-shaped (u.m.)	bee	fellow	cage
-roll (v.)	beakerman	bread	-hardened (u.m.)	call
-shaped (u.m.)	beam	-eater	land	catcher
base	filling	herd	made (u.m.)	craft
ball	house	hive	man	#dog
ball #bat	maker	house	mark (nonliteral)	-eyed (u.m.)
baller	-making (u.m.)	keeper	#mark (surveying)	-faced (u.m.)
board	man	keeping	warmer	house
hearted	room	line	work	land
line	#trawl	man	bent	life
#line (surveying)	work	way	wing (n., u.m.)	lime
load	bean	beech	wood	lore
man (n.)	bag	nut	benzo (c.f.)	man
#metal	cod	wood	<i>all one word</i>	mouthed
-minded (u.m.)	-fed (u.m.)	beef	berry	seed
#pay	field	eater	-brown (u.m.)	shop
basi (c.f.)	picker	#extract	#cone	shot
<i>all one word</i>	pole	-faced (u.m.)	picker	skin
basket	pot	head	picking	#song
ball	setter	steak	best	stone
baller	-shaped (u.m.)	tongue	#clad	woman
#case	stalk	beer	#dressed	bird's
fish	bear	#cellar	#known	-eye
maker	baiting	maker	#man	#nest (literal) (n.)
ware	herd	#yeast	seller (n.)	-nest (n., u.m., v.)
#weave	hide	bees	selling (u.m.)	birth
woman	hound	wax	beta	bed
work	off (n., u.m.)	v.ing	-glucose	#date
bas-relief	skin	beet	#ray	day
bass	trap	field	#test	#flower
-bar	beater	#pulp	tron	land
#drum	man	#sugar	#wave	mark
#horn	-out	beetle	between	mate
#viol	#press	-browed (u.m.)	brain	place
bat	-up	head	decks	#rate
blind	beauty	headed	whiles	right
-eyed (u.m.)	-blind (u.m.)	stock	bi (pref.)	stone
fish	-clad (u.m.)	stone	-illic	#year
fowl	proof	before	<i>rest one word</i>	biscuit
man	#shop	-cited (u.m.)	big	#baker
wing	beaver	hand	-eared (u.m.)	maker
bath	board	-mentioned (u.m.)	eye (fish)	making
house	pelt	-named (u.m.)	-eyed (u.m.)	-shaped (u.m.)
mat	bed	time	head (ego)	bismuto (c.f.)
robe	board	beggar	hearted	<i>all one word</i>
room	bug	man	horns (sheep)	bit
#towel	case	woman	-horned (u.m.)	stock
tub	chair	behindhand	house (penitentiary)	wise
bats	chamber	bell	#league (n.)	bitter
man	clothes	bird	-leaguer	#end
wing (cloth)	cord	-bottomed (u.m.)	mouthed	-ender
batter	cover	boy	name (top rank)	head
cake	fast	#buoy	(n., u.m.)	hearted
man	fellow	-crowned (u.m.)	time (top rank)	sweet
battle	foot	hanger	(n., u.m.)	-tongued (u.m.)
ax	frame	hop		black
#cruiser	goer			ball (nonliteral)
				bird

black—con.	blood	blue—con.	bog—con.	book—con.
board	#bank	-hot (u.m.)	trotter	case
-bordered (u.m.)	beat	jack	way	craft
damp	borne	jacket	boil	dealer
-eyed (u.m.)	#count	#jay	down (n., u.m.)	#end
face	curdling	nose	off (n., u.m.)	fair
facéd	-drenched (u.m.)	-pencil (v.)	out (n., u.m.)	-fed (u.m.)
fire	fin (fish)	point (oyster)	over (n., u.m.)	fold
fish	-giving (u.m.)	print	boiler	keeper
guard	guilty	stocking	house	keeping
hearted	-hot (u.m.)	stone	maker	-learned (u.m.)
jack	hound	streak (nonlit- eral)	making	#learning
leg	letting	throat (bird)	man	-lined (u.m.)
#letter	line	tongue (n.)	-off	list
list	mobile	wing (bird)	-out	lore
mail	#pressure	blunder	plate	lover
mark	-red (u.m.)	buss	room	maker
#market (n.)	ripe	head	shop	making
-market (u.m., v.)	shed	blunt	smith	man
-marketeer	shot	-edged (u.m.)	works	mark
-marketer	spiller	hearted	boiling	mate
mouthed	spilling	-spoken (u.m.)	#house	#mobile
out (n., u.m.)	spot	boar	#point	plate
plate (printing)	stain	skin	bold	rack
print	stock	spear	face (printing)	rest
-robed (u.m.)	stone	staff	facéd	room
#sheep	stream	board	hearted	sale
shirted	sucker	#foot	-spirited (u.m.)	seller
smith	sucking	maker	bolsterwork	selling
snake	#test	man	bolt	shelf
strap (n.)	thirst	#measure	cutter	shop
#widow	thirsty	rack	head	stack
blameworthy	#type	walk	header	stall
blank	-warm (u.m.)	boarding	heading	stamp
book	bloody	house	hole	stand
#check	hearted (u.m.)	#school	maker	-stitching (u.m.)
blanket	-nosed (u.m.)	boat	-shaped (u.m.)	store
maker	-red (u.m.)	bill (bird)	smith	-taught (u.m.)
making	blossom	builder	strake	#trade
blast	bill (duck)	building	work	wise
hole	-bordered (u.m.)	hook	bomb	work
plate	head (duck)	head	#bay	worm
blasto (c.f.)	-laden (u.m.)	house	drop	wright
<i>all one word</i>	time	keeper	line	writer
bleach	blow	load	proof	boom
field	back	loader	shell	boat
ground	box	loading	sight	#brace
house	by (n., u.m.)	man	thrower	-ended (u.m.)
man	cock	master	-throwing (u.m.)	#sail
works	down (n., u.m.)	owner	bond	#stay
yard	gun	setter	holder	town
blear	hard (n.)	shop	man	truck
eye	hole	side	#paper	yard
-eyed (u.m.)	iron	swain	slave	boondoggling
-witted (u.m.)	lamp	tail	stone	boot
blepharo (c.f.)	line	woman	woman	black
<i>all one word</i>	off (n., u.m.)	wright	bonds	boy
blight	out (n., u.m.)	yard	man	holder
bird	outproof	bob	woman	hose
-resistant (u.m.)	pipe	cat	bone	jack
blind	proof	sled	ache	lace
-bomb (v.)	spray	stay	#ash	last
fish	through (u.m.)	tail	black	leg
-flying (u.m.)	torch	white	breaker	legger
fold	tube	bobby	-bred (u.m.)	lick
-loaded (u.m.)	up (n., u.m.)	pin	dog (fish)	maker
#man	blue	-soxer	-dry (u.m.)	making
#pig	-annealed (u.m.)	body	-eater	strap
spot	beard (n.)	bearer	fish	#top
stitch	bill (bird)	bending	-hard (u.m.)	#tree
story	bird	boulder	head	border
worm	blood	-centered (u.m.)	headed	land
blink-eyed (u.m.)	blooded	guard	lace	line
blithe	bonnet	maker	meal	bore
hearted	book (nonliteral)	making	set	hole
-looking (u.m.)	bottle	man	setter	safe
blitz	breast (bird)	-mind	shaker	sight
buggy	coat (n.)	plate	-white (u.m.)	bosom
krieg	#devil	#politic	work	-deep (u.m.)
block	-eye (bird)	work	booby	-folded (u.m.)
buster	-eyed (u.m.)	bog	#hatch	maker
head	fish	-eyed (u.m.)	trap	-making (u.m.)
headed	gill	#iron	boogie-woogie	bottle
hole (v.)	grass	land	book	bird
house	-gray (u.m.)	man	binder	-fed (u.m.)
#letter	-green (u.m.)	trot (v.)	bindery	holder
like	hearted		binding	maker
maker			board	making
making				neck
man				
ship				

bottle—con.	brake—con.	breast—con.	bridle	brow—con.
nose (fish)	man	pin	#gate	bound
-nosed (u.m.)	meter	plate	man	piece
tight	power	plow	wise	point
#washer	shoe	rail	briefcase	post
bottom	#wheel	rope	bright	brown
#land	brandnew (u.m.)	wise	-colored (u.m.)	back
#plate	brandy	wood	-eyed (u.m.)	#bread
boughpot	-burnt (u.m.)	work	work	-eyed (u.m.)
bow	man	breath	brilliant	line (n., u.m.)
back	wine	-blown (u.m.)	-cut (u.m.)	out (n., u.m.)
bent	brass	-tainted (u.m.)	-green (u.m.)	print
#compass	-armed (u.m.)	taking	brimstone	#rot
fin (fish)	#band	bredstitch	brine	#rust
grace	-bold (u.m.)	breech	bound	stone
head	bound	block	#cooler	tail (moth)
knot	#hat	cloth	house	brush
legged	-smith	loader	man	ball
light	ware	-loading (u.m.)	-soaked (u.m.)	bird
line	#winds	lock	bringer-up	#holder
maker	worker	piece	bristle	land
making	works	pin	bird	maker
man	brave	plug	cone (u.m.)	making
-necked (u.m.)	hearted	sight	-pointed (u.m.)	man
#oar	-looking (u.m.)	breeze	tail	off (n., u.m.)
pin	-minded (u.m.)	-borne (u.m.)	bristolboard	-treat (v.)
#saw	brazen	-lifted (u.m.)	broad	wood
shot	-browed (u.m.)	-swept (u.m.)	acre	work
sprit	face	way	ax	brusher
stave	faced	brew	band (n., u.m.)	-off
string	bread	house	(radio)	-up
woman	basket	master	-beamed (u.m.)	bubble #gum
worker	board	bribe	bill (bird)	buck
wow	box	-free (u.m.)	brim	eye
bowerbird	crumb	giver	cast	-eyed (u.m.)
bowl	earner	giving	caster	#fever
maker	earning	taker	cloth	horn
-shaped (u.m.)	fruit	taking	#gage	hound
box	#knife	worthy	head	passer
board	line	bric-a-brac	hearted	passing
boy	liner	brick	#jump	plate
car	maker	bat	leaf (n.)	pot
fish	making	bound	-leaved (u.m.)	saw
girl	man	-built (u.m.)	loom	shot
haul	plate	-colored (u.m.)	minded	skin
head (printing)	seller	field	-mouthed (u.m.)	skinned
keeper	stuff	kin	share (n., v.)	stall
#kite	#tray	layer	sheet (n.)	stay
maker	winner	laying	side	stove
making	winning	liner	sword	tail
man	break	maker	tail (n.)	tooth
#office	away (n., u.m.)	making	way	wagon
#score	ax	mason	wife	wash
#spring	back (n., u.m.)	-red (u.m.)	wise	bucket
truck	bone (fever)	setter	woven	maker
work	#circuit	wise	broken	making
boxer	down (n., u.m.)	work	-down (u.m.)	man
-off	-even (u.m.)	yard	hearted	#seat
-up	fast	bride	-legged (u.m.)	-shaped (u.m.)
brachio (c.f.)	fast #room	bed	-mouthed (u.m.)	shop
<i>all one word</i>	front	bowl	bromo (c.f.)	bud
brachy (c.f.)	-in (n., u.m.)	cake	<i>all one word</i>	time
<i>all one word</i>	#iron	chamber	bronchio (c.f.)	wood
brain	line (printing)	cup	<i>all one word</i>	buff
ache	neck	groom	broncho (c.f.)	-tipped (u.m.)
cap	off (n., u.m.)	knot	<i>all one word</i>	ware
child	out (n., u.m.)	lace	broncobuster	-yellow (u.m.)
-cracked (u.m.)	over (n., u.m.)	maiden	bronze	buffalo
craft	point	stake	bound	back (fish)
fag	stone	brides	-clad (u.m.)	#dance
#fever	through (n., u.m.)	maid	-covered (u.m.)	bug
pan	time	man	-red (u.m.)	bear
power	up (n., u.m.)	bridge	smith	bite
sick	water	board	wing (bird)	-eyed (u.m.)
-spun (u.m.)	wind	builder	broom	fish
storm	breaker	head	#handle	head (fish)
-tired (u.m.)	-down	house	-leaved (u.m.)	house
wash	man	keeper	maker	proof
washed	-off	maker	-making (u.m.)	buildup (n., u.m.)
washing	-up	man	stick	built
work	breast	master	tail	-in (u.m.)
worker	band	piece	brother	-up (u.m.)
brake	beam	pot	-german	bulb
drum	bone	#rail	hood	#rod
hand	-deep (u.m.)	tree	-in-law	-tee (u.m.)
head	-fed (u.m.)	#wall	brow	bulbo (c.f.)
#lining	-high (u.m.)	ward	beat	<i>all one word</i>
load	hook	way	beaten	
maker	mark	work	beating	
making	piec			

bulk	bush—con.	C	camera	cap—con.
head	making	-sharp	#lucida	shore
headed	man	-star	man	stone
-pile (v.)	master	C-tube	#obscura	car
weigh (v.)	ranger	cab	camp	barn
bull	ranging	driver	#bed	borne
back	whacker	driving	#chair	boy
baiting	whacking	fare	craft	break
cart	wife	man	fire	builder
dog	woman	#owner	#follower	fare
doze	woman	stand	#ground	#ferry
dozer	bushel	cabbage	#meeting	goose
-faced (u.m.)	man	fly	site	hop
#fiddle	woman	head	stool	line
fight	business	worm	ward	load
fighter	man	cabin	can	lot
fighting	woman	#car	#buoy	man
finch	bustup (n., u.m.)	house	capper	-mile
frog	busy	cabinet	maker	pool
head	body	maker	making	port
headed	-fingered (u.m.)	work	not	shop
hide	head	worker	#opener	sick
man	headed	working	canal	wash
-mouthed (u.m.)	-idle	cable	boat	washing
neck	work	#car	man	#wheel
nose	butt	holder	side	carbo (c.f.)
nosed	-joint (v.)	-laid (u.m.)	candle	<i>all one word</i>
pen	saw	man	bomb	carbol (c.f.)
ring	stock	#ship	box	<i>all one word</i>
skin	strap	way	fish	carcino (c.f.)
#terrier	-weld (v.)	caseo (c.f.)	-foot	<i>all one word</i>
toad	butter	<i>all one word</i>	holder	card
-voiced (u.m.)	ball	case	-hour	board
whack	bill	#bird	light	case
whacker	bird	man	lighter	holder
whip	box	*stand	lighting	-index (u.m., v.)
bullet	-colored (u.m.)	work	lit	maker
head	fat	cake	maker	making
headed	fingered	baker	making	player
maker	fingers	box	-meter	room
making	fish	bread	power	sharp
proof	head	-eater	-shaped (u.m.)	stock
bull's	#knife	house	stand	cardio (c.f.)
-eye (nonliteral)	maker	maker	stick	-aortic
-foot	making	mixer	wick	<i>rest one word</i>
bumble	man	-mixing (u.m.)	wright	care
bee	milk	walk	candy	free
foot	mouth	walker	maker	-laden (u.m.)
kite	mouthed	calci (c.f.)	stick	taker
bumboat	nut	<i>all one word</i>	cane	taking
bung	#packer	calf	-backed (u.m.)	-tired (u.m.)
hole	print	bound	brake	worn
maker	-rigged (u.m.)	#love	#chair	carpet
start	scotch	skin	crusher	bag
bunk	-smooth (u.m.)	time	cutter	bagger
house	wife	calico	field	bagging
load	woman	back (fish)	#press	beater
buntline	worker	#bass	#seat	beating
burn	-yellow (u.m.)	calk-weld (v.)	#sugar	#cleaner
-in (n., u.m.)	button	call	work	-cleaning (u.m.)
out (n., u.m.)	-eared (u.m.)	back (n., u.m.)	canker	-covered (u.m.)
over (n., u.m.)	-headed (u.m.)	box	bird	fitter
up (n., u.m.)	hold	boy	-eaten (u.m.)	fitting
burned-over (u.m.)	holder	down (n., u.m.)	-mouthed (u.m.)	layer
burner-off	holer	-in (n., u.m.)	#sore	laying
burnt	holing	#market	cannon	#loom
-out (u.m.)	hook	note	ball	maker
-up (u.m.)	maker	-off (n., u.m.)	proof	making
bus	making	-over (n., u.m.)	canoe	-smooth (u.m.)
#bar	mold	#rate	load	#snake
boy	#strike	up (n., u.m.)	man	#stitch
#conductor	worker	cam	canvas	#sweeper
driver	buzz	shaft	back	-sweeping (u.m.)
driving	#bomb	#switch	-covered (u.m.)	way
fare	#saw	#wheel	maker	weaver
line	#wig	camel	making	-weaving (u.m.)
man	buzzerphone	back (rubber)	man	web
bush	by	-backed (u.m.)	#shoe	work
beater	-and-by	driver	#stitch	woven
buck	-by	-faced (u.m.)	work	wofen (c.f.)
fighter	-the-way (n., u.m.)	keeper	worker	carpo (c.f.)
fighting	-your-leave (n., u.m.)	man	cap	-olecranal
-grown (u.m.)	u.m.)	camel's	-flash (v.)	<i>rest one word</i>
hammer	<i>rest one word</i>	#hair (n.)	maker	carriage
headed (u.m.)		-hair (u.m.)	making	maker
hand			nut	-making (u.m.)
#league			screw	smith
-leaguer			sheaf	way
maker				carrierborne

carrot	catch	centro (c.f.)	check—con.	chicken—con.
-colored (u.m.)	all (n., u.m.)	<i>all one word</i>	out (n., u.m.)	pox
head (nonliteral)	-as-catch-can	cephalo (c.f.)	passer (n.)	#wire
juice	(n.m.)	<i>all one word</i>	passing	#yard
top (nonliteral)	cry	cerato (c.f.)	point	chief
carry	land	<i>all one word</i>	rack	#justice
all (n., u.m.)	line (printing)	cerebro (c.f.)	rail	-justiceship
around (n., u.m.)	penny	-ocular	rein	#mate
back (n., u.m.)	plate	<i>rest one word</i>	ring	child
-in (n., u.m.)	#title	cervico (c.f.)	roll	bearing
out (n., u.m.)	up (n., u.m.)	-occipital	roller	bed
over (n., u.m.)	water	-orbicular	room	birth
cart	weight	<i>rest one word</i>	rope	birthing
load	word	cess	row	hearted
man	work	pipe	rowed	hood
way	cater	pit	rower	kind
wheel (coin)	corner	pool	sheet	life
whip	cornered	chaffcutter	strap	-minded (u.m.)
wright	wauling	chain	string	ridden
case	cat's	#bag	up (n., u.m.)	wife
bearer	-eye (nonliteral)	#belt	#valve	chill
#binding	-paw (nonliteral)	-driven (u.m.)	washer	-cast (u.m., v.)
book	cattle	#gang	weigher	room
bound	#boat	maker	weighman	chin
finding	#breeder	making	work	band
hammer	feed	man	writer	-bearded (u.m.)
harden	man	stitch	writing	-chin
load	#raiser	store	checker	cloth
lot	-raising (u.m.)	work	board	cough
maker	#ranch	chair	breast (bird)	-high (u.m.)
making	yak	borne	-in	piece
mate	cauliflower	fast	-off	rest
mated	#ear	maker	-out	#shield
wood	-eared (u.m.)	making	-up	strap
work	#ware	man	wise	china
worker	cause	mender	work	#bark
worm	way	mending	cheek	-blue (u.m.)
caser-in	wayman	-shaped (u.m.)	bone	#shop
cash	cavalryman	warmer	piece	ware
book	cave	woman	strap	China
box	dweller	chalk	cheerleader	man
boy	-dwelling (u.m.)	cutter	cheese	town
girl	#fish	-eyed (u.m.)	board	woman
keeper	-in (n., u.m.)	line	box	chip
cast	man	stone	burger	board
away (n., u.m.)	cease-fire (n., u.m.)	-white (u.m.)	cake	munk
back (n., u.m.)	cedar	worker	cloth	#shot
-by (u.m.)	bird	chamber	curd	chiro (c.f.)
house	-colored (u.m.)	maid	cutter	<i>all one word</i>
off (n., u.m.)	#leaf	woman	head	chisel
out (n., u.m.)	maker	change	headed	#bit
-ridden (u.m.)	ware	house	#knife	-cut (u.m.)
-weld (v.)	celi (c.f.)	over (n., u.m.)	lip	-edged (u.m.)
caster	<i>all one word</i>	chap	maker	#grinder
-off	celio (c.f.)	book	making	#maker
-out	<i>all one word</i>	fallen	parer	mouth (fish)
castlebuilder	cell	chapel	paring	chitchat
(dreamer)	house	going	plate	chitter-chatter
cat	mate	man	#press	chloro (c.f.)
back	#tester	char	chemico (c.f.)	<i>all one word</i>
beam	#wall	coal	<i>all one word</i>	chock
bird	cellar	coaled	chemo (c.f.)	ablock
block	man	coaling	<i>all one word</i>	-full (u.m.)
boat	way	pit	cherry	chocolate
call	woman	woman	bird	-brown (u.m.)
-eyed (u.m.)	cement	charge	-colored (u.m.)	-coated (u.m.)
face (n.)	-covered (u.m.)	#book	picker	#maker
faced	maker	man	picking	choir
facing	making	off (n., u.m.)	#pie	boy
fall	mason	out (n., u.m.)	#pit	man
#fever	-temper (v.)	Charley horse	stone (nonliteral)	#master
fish	cenus	chart	#stone (literal)	#school
footed	#taker	house	#wine	wise
gut	-taking (u.m.)	room	chess	choke
head	center	chatter	board	bore
hole	#bit	box	man	bored
#hook	board	mark	chestnut	boring
-ion	head (printing)	check	-colored (u.m.)	damp
like	line	bird	-red (u.m.)	out (n., u.m.)
nap	most	bite	chicken	point
nip	piece	book	bill	strap
-o'nine-tails	#point	hook	-billed (u.m.)	chokerman
piece	-second	-in (n., u.m.)	#breast	chole (c.f.)
skin	centi (c.f.)	line	breasted	<i>all one word</i>
stitch	<i>all one word</i>	list	#coop	chondro (c.f.)
tail	centimeter-gram-	mark	#farm	-osseous
walk	second	mate	feed	<i>rest one word</i>
	centri (c.f.)	nut	heart	chop
	<i>all one word</i>	off (n., u.m.)	hearted	-chop
			house	house

chop-con. stick #suey	clampdown (n., u.m.)	clipper -built (u.m.) man #ship	club #car #chair foot footed hand haul house #link man mobile ridden room root -shaped (u.m.)	cock-con. crowing eye eyed fight fighting head pit roach #robin spur sure tail -tailed (u.m.) up (n., u.m.)
chow chow line #mein	clans man woman	cloak -and-dagger (n., u.m.) maker making room	#steak woman	cockle boat shell
Christ -given (u.m.) -inspired (u.m.) like	clap board net trap	clock case face house keeper maker making -minded (u.m.) room setter smith #tower wise work	clutch man #shaft co (pref.) -op exist, operate, etc. <i>rest one word</i>	cocks comb combed
chromo (c.f.) <i>all one word</i>	clasp hook #knife	class book -conscious (u.m.) #consciousness #day man mate room work	coach -and-four builder building maker making man whip woman work	cod bank fish fishery fishing head headed #liver man pitchings smack worm
chronon (c.f.) <i>all one word</i>	claw bar -footed (u.m.) hammer hatchet -tailed (u.m.)	close bred breeding -connected (u.m.) cross crossed crossing -cut (u.m.) down (n.) -fertilize (v.) fisted handed headed hearted -knit minded mouthed out (n., u.m.) up (n., u.m.)	coal bag bagger bed bin -black (u.m.) boat box breaker #car dealer digger -faced (u.m.) field fish #gas hole -laden (u.m.) #loader #mine #miner #oil pit rake sack (astron.) shed ship #tar #truck yard	codebook coffee break cake -colored (u.m.) #cream #cup grower -growing (u.m.) house maker making pot room shop time
chuck hole plate #rib wagon	clay #band bank -colored (u.m.) man pan pit ware works	closed -circuit (u.m.) #end #shop	coat guardsman land line side wise	coffer dam work
chuckle head headed	clean -cut (u.m.) handed hearted out (n., u.m.) -shaved (u.m.) -smelling (u.m.) up (n., u.m.)	cloth -backed (u.m.) bound maker making worker	coast #spring guardsman	coffin #bone -headed (u.m.) maker making
chunkhead	clear cole -cut (u.m.) -eyed (u.m.) headed hearted -sighted (u.m.) starch (v.) up (n., u.m.) wing	clothes bag basket brush #closet horse line man man pin press rack #tree yard	cock bill bird brain crow	coke #dust #iron man #oven
church craft #door goer going like man manlike ward way woman work yard	clearinghouse	cloud base burst cap capped -hidden (u.m.) land #ring	cobblestone	cold blooded -chisel (v.) #cream cuts -draw (v.) finch -flow (v.) -forge (v.) frame #front -hammer (v.) -hammered (u.m.)
churn -butted (u.m.) milk	cleft -footed (u.m.) -graft (v.)	cloud base burst cap capped -hidden (u.m.) land #ring		
cider maker making	clergy man woman	clinger fish stone		
cigar box case cutter fish holder maker making -shaped (u.m.) store	cliff bound dweller -dwelling (u.m.) #face side top -worn (u.m.)	clink -clank stone		
cigarette #case #holder #maker -making (u.m.) #paper	climber climber climber	clinker -built (u.m.) work		
cine (c.f.) <i>all one word</i>	clinch -built (u.m.) work	clip -clip -edged (u.m.) sheet		
circuit #breaker man #rider	clings fish stone			
circum (pref.) arctic, pacific, etc. -Saturnal, etc. <i>rest also one word</i>	clint stone			
cirro (c.f.) <i>all one word</i>	clint stone			
cis (pref.) alpine atlantic -trans (u.m.) <i>rest also one word</i>	clint stone			
city -born (u.m.) bound -bred (u.m.) folk #man scape wide	clint stone			
clam bake cracker (fish) -shell worm	clint stone			

cold—con.	cone	corn	court—con.	crank—con.
hearted	-in-cone (u.m.)	bin	#plaster	man
pack	maker	bird	room	pin
-press (v.)	making	bread	ship	pit
proof	-shaped (u.m.)	cake	work	shaft
-roll (v.)	speaker	cob	yard	#wheel
-rolled (u.m.)	conference #room	-colored (u.m.)	cousin	crape
room (n.)	Congress	cracker	-german	fish
-short (u.m.)	man	crib	hood	hanger
-shortness	man #at #Large	crusher	-in-law	crash
-shoulder (v.)	woman	cutter	cover	boat
store	contra (pref.)	dodger	alls	dive (v.)
type (printing)	-acting	-fed (u.m.)	#erop	land (v.)
#war	-approach	field	let	crawfish
#wave	-ion	grower	side	crawl
-work (v.)	<i>rest one word</i>	house	up (n., u.m.)	-a-bottom (fish)
cole	cook	husk	cow	up (n., u.m.)
seed	book	husker	barn	crayon
slaw	house	land	bell	board
coli (c.f.)	maid	loft	boy	stone
<i>all one word</i>	off (n., u.m.)	meal	catcher	crazy
collar	out (n. u.m.)	picker	-eyed (u.m.)	bone
bag	room	#pit (market)	fish	cat
band	shack	#pone	gate	headed
#beam	shop	stalk	girl	#quilt
bird	stove	starch	hand	cream
bone	cool	#stover	hearted	cake
bound	headed	worm	herd	#cheese
box	house	corner	hide	-colored (u.m.)
#button	coonskin	bind	hitch	maker
maker	cooped	piece	keeper	making
making	-in (u.m.)	post	lick	ware
man	-up (u.m.)	stone	man	credit
#pad	copper	wise	path	man
#rot	bottom (v.)	corpsman	pen	#union
work	-bottomed (u.m.)	costo (c.f.)	#pony	creek
colo (c.f.)	-colored (u.m.)	<i>all one word</i>	pox	bed
<i>all one word</i>	head	cotter	puncher	fish
color	-headed (u.m.)	#pin	shed	side
bearer	#mine	way	skin	creep
blind	#miner	cotton	sucker	hole
#blindness	nose	-clad (u.m.)	tail	mouse
fast	plate	-covered (u.m.)	yard	crepe
-free (u.m.)	-plated (u.m.)	field	crab	cake
#guard	proof	grower	cake	catcher
#line	sidesman	-growing (u.m.)	eater	eater
maker	smith	#mill	eating	faced
making	ware	mouth (snake)	hole	man
man	wing (butterfly)	packer	man	meat
type (printing)	worker	picker	stick	stick
(n.)	works	#print	-yaws (n.)	crack
-washed (u.m.)	copy	seed	ajack (n., u.m.)	ajack (n., u.m.)
comb	book	sick	brained	brained
#brush	boy	tail	down (n., u.m.)	down (n., u.m.)
#case	cat	council	jaw	jaw
holder	cutter	man	pot	-the-whip (n., u.m.)
maker	cutting	woman	-up (n., u.m.)	up (n., u.m.)
making	desk	count	crackleware	crackleware
-toothed (u.m.)	#editor	down (n., u.m.)	cracksman	cracksman
come	fitter	-down (v.)	cradle	board
-along (tool)	fitting	#wheel	land	land
back (n., u.m.)	holder	counter	maker	maker
-between (n.)	holding	#check (banking)	man	man
down (n.)	man	#septum	side	side
-off (n., u.m.)	reader	-off	#snatcher	#snatcher
-on (n., u.m.)	right	act, propaganda,	song	song
-out (n.)	righter	etc.	time	time
-outer	writer	<i>as combining form,</i>	craft	craft
upance	coral	<i>one word</i>	#union	work
comic	-beaded (u.m.)	countinghouse	work	work
#book	bound	country	man	man
#opera	-red (u.m.)	-born (u.m.)	man	woman
commander #in	#reef	-bred (u.m.)	side	woman
#chief	#stitch	folk	crane	#driver
commandman	cord	man	man	man
committee	maker	people	way	way
man	wood	#seat	cranio (c.f.)	<i>all one word</i>
woman	core	side	crank	bird
common	#drill	ward	case	-driven (u.m.)
#law	maker	wide	crank	bird
place	making	woman	case	case
sense	#print	county	-driven (u.m.)	-driven (u.m.)
sensible	room	#seat		
veal	cork	wide		
wealth	board	court		
companion	-lined (u.m.)	bred		
ship	maker	craft		
way	making	house		
companywide	screw	like		
concertmaster	wing (bird)	-martial		

cross-con.	cross-con.	cup-con.	damp	dead-con.
banded	plow (v.)	head	proof	#end
banding	-pollinate (v.)	headed	proofing	-ender
bar	-pollination	holder	-stained (u.m.)	eye (n.)
barred	-purpose (n.)	#hook	damping-off (n.,	-eyed (u.m.)
beak (bird)	-question	maker	u.m.)	fall
beam	rail	making	dance	head
bearer	-reaction	stone	#band	headed
bedded	-refer (v.)	curb	hall	hearted
bedding	#reference	#bit	danger	#heat
belt	-referring	#market	-fearing (u.m.)	-heated (u.m.)
bench	road	#roof	#line	-heater
#bias	row	#sending	#point	-heavy (u.m.)
-bidding	#rule	#signaling	dare	house
bill (bird)	#section	stone	-all (n., u.m.)	latch
#bill (legal)	-service	stoner	devil	#letter
bind	-shaft	cure-all (n., u.m.)	deviltry	light
bolt	-slide	curly	say	line
bond	-spale	head	dark	#load
bones	-staff	headed	-eyed (u.m.)	lock
#brace (n.)	-sterile	locks (n.)	hearted	man (n.)
bred	-sterility	currycomb	horse (nonliteral)	melt
breed	-stitch	cussword	room	pan
breeding	-stone	custom	skin (n.)	pay
-bridge (v.)	-stratification	-sue (u.m.)	-skinned (u.m.)	-roast (v.)
-brush (v.)	-sue (v.)	house	dash	weight (n., u.m.)
#bun	-surge (v.)	made (u.m.)	board	wood
-carve (v.)	tail (n.)	-made (u.m.)	light	deaf
-channel (u.m.)	talk	-tailored (u.m.)	line (printing)	-dumb
-check	tie	work	maker	-dumbness
-claim	tied	worker	plate	-mute
-compound (v.)	-time (v.)	cut	pot	-muteness
-connect (v.)	-tined (u.m.)	away (n., u.m.)	wheel	deal
-country (u.m.)	town	back (n., u.m.)	date	fish
-cultivate (v.)	track	glass	line	worker
-cultivation	trail	#hole	lined	yard
current	tree	-in (n., u.m.)	mark	death
-curve (math.) (n.)	under (n., u.m.)	lips (fish)	#stamp	bed
cut	-vote	off (n., u.m.)	daughter-in-law	blow
cutter	-voting	out (n., u.m.)	dawn	day
cutting	walk	over (n., u.m.)	-gray (u.m.)	-divided (u.m.)
-date (v.)	way	rate (u.m.)	light	-doom (v.)
-drain (v.)	web	throat	streak	#house
-dye (v.)	wind	-toothed (u.m.)	day	like
-dyeing (n.)	wise	-under (u.m.)	beam	#rate
-examination	word	-up (n., u.m.)	bed	-struck (u.m.)
-examine (v.)	crow	water	book	trap
-examiner	bait	work	break	watch
-eye (n., u.m.)	bar	worm	-bright (u.m.)	-weary (u.m.)
-eyed (u.m.)	#flight	cutler	dawn	decisionmaking
fall	foot	-built (u.m.)	dream	deck
feed	footed	-down	dreamer	hand
-fertile (u.m.)	hop	head	dreaming	house
-fertilization	crow's	man	-fly (aviation) (v.)	-land (v.)
-fertilize (v.)	-foot (nonliteral)	-off	-flying (u.m.)	load
-fiber (u.m.)	-nest (nonliteral)	-out	going	swabber
field	crown	-rigged (u.m.)	#letter	deep
file	bar	-up	light	-affected (u.m.)
fire	maker	cuttle	lighted	-cut (u.m.)
flow	making	bone	lit	-engraved (u.m.)
foot	piece	fish	long (u.m.)	-felt (u.m.)
-grained (u.m.)	#plate	cyano (c.f.)	man	-freeze (u.m., v.)
hair	#post	<i>all one word</i>	mark	-freezing (u.m.)
hand	#sheet	cycle	#nurse	-frying (u.m.)
handed	#wheel	car	room	going
hatch	work	smith	#school	-grown (u.m.)
hatching	crybaby	cyelo (c.f.)	#shift	-laid (u.m.)
haul	crypto (c.f.)	-olefin	side	most
head	-Christian, etc.	<i>rest one word</i>	star	mouthed
-immunity	<i>rest one word</i>	cysto (c.f.)	time	-rooted (u.m.)
-index (u.m.)	crystal	work	worker	#sea
-interrogate (v.)	-clear (u.m.)	work	de (pref.)	-seated (u.m.)
-interrogatory	-girded (u.m.)	cyto (c.f.)	-air	-set (u.m.)
-invite (v.)	-smooth (u.m.)	<i>all one word</i>	ice	-sunk (u.m.)
legged	cub	D	icer	-voiced (u.m.)
legs	master	-day	-ion	water (u.m.)
-level (v.)	#shark	-major	centralize, ener-	waterman
-license (v.)	cubbyhole	-plus-4 day	gize, etc.	deer
lift (v.)	cuddyhole	D-handle	<i>rest one word</i>	drive (n.)
light	culbhole	dairy	dead	-eyed (u.m.)
line	cumulo (c.f.)	#farm	-alive	food
lock	<i>all one word</i>	-fed (u.m.)	beat (n.)	herd
lots	cup	-made (u.m.)	born	horn
mark	bearer	maid	-burn (v.)	hound
-mate (v.)	board	man	#center	keeper
member	cake	woman	-cold (u.m.)	#lick
over (n., u.m.)	#custard	ful	-dip (v.)	meat
patch	ful	#grease	-drunk (u.m.)	skin
path				stalker
piece				stalking

deer—con.	die—con.	disk	doll—con.	double—con.
stand	cutter	jockey	fish	banded
stealer	cutting	plow	house	-headed (u.m.)
yard	hard (n., u.m.)	-shaped (u.m.)	maker	header
degree	head	#wheel	making	hearted
-day (measure)	holder	districtwide	#post	-headed (u.m.)
wise	maker	ditch	dollar	#play
dehydr(o) (c.f.)	making	bank	bird	-quick (u.m.)
<i>all one word</i>	#mold	digger	fish	#space
demi (pref.)	#plate	#hand	#mark	#stitch
-Christian, etc.	#proof (philately)	rider	dolly	talk
-incognito	(n.)	side	head	#thread
<i>rest one word</i>	setter	water	man	#time
departmentwide	setting	ditto	way	tone (printing)
depth #charge	sinker	graph	donkey	#track
dermato (c.f.)	sinking	#mark	back	tree
<i>all one word</i>	-square (u.m.)	dive	-drawn (u.m.)	-trouble
derrick	stock	-bomb (v.)	-eared (u.m.)	-up (u.m., v.)
#boat	diesel	#bomber	man	#work
#crane	-driven (u.m.)	keeper	#pump	dough
man	-electric (u.m.)	diving	work	boy
desert	#engine	#bell	doodlebug	-colored (u.m.)
-bred (u.m.)	dillydally	#boat	doomsday	face
#fox	dim	do	door	-faced (u.m.)
land	-lighted (u.m.)	-all (n., u.m.)	bed	head
#ship	lit	-gooder	bell	maker
desk	out (n., u.m.)	-little (n., u.m.)	boy	making
#helper	diner-out	-nothing (n., u.m.)	brand	man
man	bat	-nought (n., u.m.)	case	mixer
#room	dong	dock	check	nut
work	dining	hand	frame	dove
dessert	#car	head	head	-colored (u.m.)
#fork	#hall	house	jamb	cot
#knife	#room	land	keeper	house
spoon	dinitro (c.f.)	man	keeping	like
spoonful	#spray	master	knob	tail
deutero (c.f.)	<i>rest one word</i>	side	maid	talled
<i>all one word</i>	dinner	worker	maker	drown
devil	#hour	yard	making	beat
bird	time	doctor	man	beater
-devil	ware	bird	mat	bound
-diver (bird)	dip	fish	nail	by
dog (a marine)	-dye (v.)	doe	plate	cast
fish	-grained (u.m.)	bird	post	check
-inspired (u.m.)	head	skin	#roller	coast
-ridden (u.m.)	heading	dog	-shaped (u.m.)	come
dew	#slip	bite	step	comer
beam	stick	-bitten (u.m.)	stone	coming
cap	ware	bolt	stop	-covered (u.m.)
-clad (u.m.)	dipper-in	breeder	strap	crier
claw	direct	cart	way	curved
damp	-connected (u.m.)	catcher	yard	cut
-drenched (u.m.)	-indirect	#days	dope	dale
drop	direction	-drawn (u.m.)	book	draft
fall	#finder	-ear (v.)	sheet	drag
-fed (u.m.)	#finding (u.m.)	-eared (u.m.)	dorsi (c.f.)	face
-laden (u.m.)	dirt	face (infantry- man)	<i>all one word</i>	fall
lap	board	-faced (u.m.)	orso (c.f.)	fallen
lapped	-cheap (u.m.)	fall	-occipital	feed
point	#farmer	fight	<i>rest one word</i>	flow
dextro (c.f.)	fast	fish	double	fold
<i>all one word</i>	-incrusted (u.m.)	food	-barrel (n., u.m.)	folded
di (pref.)	line	head	-barrel (u.m.)	grade
<i>all one word</i>	plate	-headed (u.m.)	-bitt (v.)	gradient
diamond	#road	hole	-breasted (u.m.)	growth
back	dirty	house	-charge (v.)	hanging
-backed (u.m.)	-faced (u.m.)	leg	check (n., v.)	haul
#dust	-minded (u.m.)	#owner	checked (u.m., v.)	headed
-shaped (u.m.)	#work	race	#chin	hearted
work	dis (pref.)	racing	-chinned (u.m.)	hill
diazo (c.f.)	<i>all one word</i>	shore	#concave	lead
-oxide	dish	#show	#convex	lock
<i>rest one word</i>	board	skin	cross (nonliteral)	line
dice	cloth	sled	crosser (nonlit- eral)	lock (n.)
board	#cover	tail	crossing (nonlit- eral)	lock
#coal	#drainer	-tired (u.m.)	#dagger	most
cup	maker	tooth	deal (v.)	payment
man	making	-toothed (u.m.)	dealer	pour
play	pan	#trainer	dealing	rate
die	rack	trick	-decker	rush
-away (u.m.)	rag	trot	-distilled (u.m.)	shore
back	#towel	vane	-duty (u.m.)	side
case	washer	watch	-dye (v.)	sitting
-cast (u.m., v.)	washing	-weary (u.m.)	-edged (u.m.)	slip
caster	water	doll	-ender	slope
casting	wiper	beer	#entry	-soft (u.m.)
-cut (u.m., v.)	wiping	face	#gear	spout
		-faced (u.m.)		stage

down—con.

stairs
state
stream
street
stroke
sun (adv., u.m.)
swing
take
throw
thrust
time
town
trampling
trend
trodden
turn
valley
ward
way
weigh
weight
wind
draft
age (allowance)
#age (conscriptio)
-exempt (u.m.)
#horse
draftsman
drag
#anchor
bar
boat
bolt
#barrow
line
man
net
pipe
rope
saw
staff
wire
dragger
-down
-in
-out
-up
dragon
#beam
-eyed (u.m.)
fish
fly
kind
#piece
dragon's
#blood
#teeth
drain
board
cleaner
man
pipe
plug
tile
drainage
#area
way
dram
seller
shop
draw
-arch (n.)
arm
back
bar
beam
bench
board
bolt
bore
bridge
cut
down (n., u.m.)
file
gate
gear
glove
head
horse

draw—con.

knife
knot
link
loom
net
off (n., u.m.)
out (n., u.m.)
pin
plate
point
sheet
span
stop
string
tongs
tube
#well
drawer
-down
-in
-off
-out
draft
#board
-in (n., u.m.)
#room
#table
dray
#horse
man
dream
-haunted (u.m.)
land
lit
lore
world
 dredge
boat
#chain
man
#net
dress
#goods
maker
making
up (n., u.m.)
dressing #room
drift
#boat
bolt
meter
-mining (u.m.)
piece
pin
way
weed
wind
wood
drill
book
case
#clamp
holder
-like
maker
man
master
#pin
#press
#rack
#rest
room
stock
worker
yard
drip
board
box
cock
#cup
-drip
sheet
stick
stone
#tank
drive
away (n., u.m.)
belt

drive—con.

boat
bolt
cap
head
-in (n., u.m.)
pipe
screw
#shaft
way
#wheel
drop
away (n., u.m.)
#bar
bolt
#bomb
#follo (printing)
-forge (v.)
-forger
front
hammer
head
kick
leaf (n., u.m.)
leg
light
line
man
off (n., u.m.)
out (n., u.m.)
sonde
stitch
worm
drug
-addicted (u.m.)
man
mixer
seller
store
drum
beat
fire
fish
head
house
line
maker
room
#saw
stick
-up (n., u.m.)
#winding
dry
-burnt (u.m.)
#cell
clean
cleaned
cleaner
cleaning
-cure (v.)
dock
docked
-dye (v.)
-farm (v.)
farming (n., u.m.)
#goods
goodsman
house
#kiln
land (u.m.)
lot
-pack (u.m., v.)
#rot
-rotted (u.m.)
-salt (v.)
wash
#weight
worker
duck
bill
-billed (u.m.)
blind
board
boat
foot (tool)
-footed (u.m.)
hearted
house
#hunter
-hunting (u.m.)

duck—con.

pin
pond
#soup
walk
due
-in (n., u.m.)
out (n., u.m.)
duffelbag
dug
out (n.)
-up (u.m.)
way
dull
brained
-edged (u.m.)
head
headed
hearted
-looking (u.m.)
-witted (u.m.)
dumdum
dumb
bell
head
waiter
#well
dump
car
cart
#heap
#truck
dunder
head
headed
dung
beck
bird
hill
duo (c.f.)
all one word
dust
bin
box
brush
cloth
#counter
-covered (u.m.)
fall
-gray (u.m.)
-laden (u.m.)
pan
proof
storm
tight
#well
woman
duster
man
-off
duty
bound
-free (u.m.)
dwelling #house
dye
house
maker
making
mixer
stone
stuff
#vat
ware
works
dynamo
#brush
electric
genemis
metamorphosed
phone
static
dys (pref.)
all one word
eagle
#eye
-eyed (u.m.)
stone
-winged (u.m.)

ear

ache
cap
drop
drum
flap
guard
hole
lap
mark
-minded (u.m.)
#muff
phone
pick
piece
-piercing (u.m.)
plug
ring
screw
shot
sore
splitting
tab
wax
wig
witness
earth
bank
board
born
bound
-bred (u.m.)
#crust
fall
fast
-fed (u.m.)
fill
#grubber
#hole
#house
kin
light
lit
maker
making
mover
moving
nut
quake
-shaking (u.m.)
slide
#spring
-stained (u.m.)
wall
ward
wide
work
earthen
hearted
ware
east
bound
-central (u.m.)
#end
going
land
-northeast
#side
-sider
-southeast
ward
Easter
tide
time
easy
going
hearted
mark (n.)
-rising (u.m.)
-spoken (u.m.)
eaves
drop
dropper
dropping
#molding
ebbtide
edge
maker
making
man

edge—con.	ender	ex	F	fan
#plane	-on	#cathedra	-flat	back
shot	-up	cathedral	-horn	bearer
stone	endo (c.f.)	communicate	-sharp	#belt
ways	<i>all one word</i>	-Governor	fable	#blade
wise	engine	#libris	#book	#dance
eel	-driven (u.m.)	#officio	land	fare
cake	#driver	#post #facto	maker	fish
catcher	house	#rights	teller	fold
catching	maker	-serviceman	face	foot
fare	man	-trader	about (n., u.m., v.)	house
#netting	room	express	#ache	-leaved (u.m.)
pot	#shop	man	-arbor (v.)	light
pout	-sized (u.m.)	#train	cloth	maker
shop	smith	way	-harden (v.)	making
skin	work	extra	-hardened (u.m.)	man
spear	#worker	-alimentary	lifting	marker
worm	#yard	#allowance	maker	-shaped (u.m.)
egg	entero (c.f.)	-American	making	tail
beater (all mean-	<i>all one word</i>	#binding	man	-tailed (u.m.)
ings)	entry	bold	mark	fancy
bound	#book	bound	-on (n., u.m.)	#dress
cup	man	-Britannic	piece	-free (u.m.)
eater	way	-condensed (u.m.)	plate	-loose (u.m.)
fruit	envelope	#current	up (n., u.m.)	work
head (nonliteral)	#holder	curricular	wise	-woven (u.m.)
hot (n.)	#maker	-fine (u.m.)	work	-wrought (u.m.)
nog	epi (pref.)	hazardous	fact	far
plant	<i>all one word</i>	judicial	book	-aloft (u.m.)
-shaped (u.m.)	equi (c.f.)	-large (u.m.)	finding	away (n., u.m.)
shell	-gram-molar	-long (u.m.)	fade	-borne (u.m.)
-w white (u.m.)	<i>rest one word</i>	marginal	away (n., u.m.)	#cry
eight	ere	mural	-in (n., u.m.)	-distant (u.m.)
-angled (u.m.)	long	ordinary	out (n., u.m.)	-eastern (u.m.)
#ball	now	polar	faint	-famed (u.m.)
fold	errorproof	-strong (u.m.)	heart	fetched
penny (nail)	erythro (c.f.)	territorial	hearted	flung (u.m.)
-ply (u.m.)	<i>all one word</i>	vascular	#ruling (printing)	going
score	even	eye	-voiced (u.m.)	gone
-wheeler	glow	#appeal	fair	-off (u.m.)
elbow	handed	ball	ground	-reaching (u.m.)
board	minded	bank	-lead (n., u.m.)	seeing
chair	-numbered (u.m.)	bar	minded	-seen (u.m.)
room	song	blink	play	-set (u.m.)
elder	-tempered (u.m.)	-blurred (u.m.)	-skinned (u.m.)	sight
#brother	tide	brow	#trade	sighted
brotherhood	time	ever	water	farm
brotherly	ever	-abiding (u.m.)	way	#bloc
-leaved (u.m.)	bearing	cup	fairy	hand
man	blooming	flap	folk	hold
woman	-constant (u.m.)	glance	hood	house
electro (c.f.)	-fertile (u.m.)	glass	land	land
-optics	glade	hole	like	owner
-osmosis	going	lash	stone	people
-ultrafiltration	green	lens	tale	place
<i>rest one word</i>	last	lid	faith	stead
embryo (c.f.)	lasting	light	breaker	steading
<i>all one word</i>	more	line	breaking	woman
empty	-normal (u.m.)	mark	#cure	work
handed	-present (u.m.)	-minded (u.m.)	worthy	worker
headed	-ready (u.m.)	#opener	fall	yard
hearted	sporting (biol.)	peep	away (n., u.m.)	fashion
-looking (u.m.)	which	piece	back (n., u.m.)	-led (u.m.)
#word	wise	pit	fish	monger
en #banc, #gros,	every	point	#guy	#piece (naut.)
#route	body	service	-in (n., u.m.)	#plate
enamelware	day (n., u.m.)	shade	out (n., u.m.)	-setting (u.m.)
encephalo (c.f.)	#day (each day)	shield	-plow (v.)	fast
<i>all one word</i>	how	shot	-sow (v.)	-anchored (u.m.)
end	one (all)	sick	time	bound
-all (n., u.m.)	#one (distributive)	sight	trap	-died (u.m.)
bell	thing	sore	way	going
board	#time	spot	#wheat	hold
brain	where	-spotted (u.m.)	#wind	-moving (u.m.)
gate	evil	stalk	fallow #land	-read (v.)
#grain	doer	stone	false	-reading (u.m.)
lap	doing	strain	-bottomed (u.m.)	#time (daylight
line	#eye	string	#face	saving)
long	-eyed (u.m.)	tooth	-faced (u.m.)	fat
-match (v.)	-faced (u.m.)	wash	hearted	#acid
matcher	hearted	water	hood	back
-measure (v.)	-looking (u.m.)	wear	#keel	backed
most	minded (u.m.)	#weariness	-tongued (u.m.)	-bellied (u.m.)
#paper	sayer	wink	work	brained
piece	speaker	winker	fake	-free (u.m.)
-shrink (v.)	speakng	witness	-crowned (u.m.)	head
ways	wishing	witnessing	-thirsty (u.m.)	headed
			worthy	hearted
				-soluble (u.m.)

father	fern	fill	fire—con.	fisher
-confessor	-clad (u.m.)	-in (n., u.m.)	lit	boat
-in-law	grower	out (n., u.m.)	man	boy
land	land	-up (n., u.m.)	pit	folk
fault	leaf	filler	place	girl
finder	-leaved (u.m.)	cap	plow	man
finding	ferro (c.f.)	-in	plug	people
line	-carbon-titanium	-out	-polish (v.)	woman
slip	-uranium	-up	power	fishyback (n., u.m.)
faux #pas	<i>rest one word</i>	#wall	proof	fit
fear	ferry	film	-red (u.m.)	out (n.)
-free (u.m.)	boat	cutter	-resistant (u.m.)	strip
nought	#bridge	goer	room	five
-pursued (u.m.)	#car	going	safe	bar
-shaken (u.m.)	house	land	safety	fold
feather	man	slide	side	-ply (u.m.)
bed (v.)	master	#paper	spout	-pointed (u.m.)
bedding	#slip	slide	stone	-reeler
bone	way	-strip (u.m.)	#test	score
brain	fever	fin	trap	-shooter
brained	#heat	back	truck	flag
edge	less	fish	wall	bearer
edged	like	foot (bird)	warden	boat
-footed (u.m.)	-stricken (u.m.)	#keel	water	maker
head	trap	-shaped (u.m.)	wood	making
headed	-warm (u.m.)	fine	work	pole
-leaved (u.m.)	fiber	-cut (u.m., v.)	worker	post
man	board	-draw (v.)	firm	-raising (u.m.)
stitch	-faced (u.m.)	-drawn (u.m.)	-footed (u.m.)	ship
-stitched (u.m.)	stitch	-featured (u.m.)	hearted	-signal (v.)
stitching	fibro (c.f.)	-looking (u.m.)	-set (u.m.)	staff
-tongue (v.)	-osteoma	-set (u.m.)	-up (n., u.m.)	stick
way	<i>rest one word</i>	finger	first	stone
weight	fickle	breadth	#aid	#stop
wing (moth)	hearted	-cut (u.m.)	-aider	worm
work	minded (u.m.)	fish	-born (u.m.)	flame
worker	fiddle	hold	-class (u.m.)	-colored (u.m.)
fed-up (u.m.)	back	hole	comer	-cut (v.)
feeble	-faddle	hook	hand (adv., u.m.)	proof
-bodied (u.m.)	head	mark	line (u.m.)	thrower
brained	headed	nail	-made (u.m.)	tight
hearted	maker	parted	-named (u.m.)	flange
minded	-shaped (u.m.)	post	-nighter	#nut
feed	stick	print	-rate (u.m.)	way
back (n., u.m.)	string	shell	-rater	flannel
bag	field	spin	fish	mouth
bin	ball	stall	back	mouthed
board	bird	stone	backed	flap
box	book	tip	bed	cake
crusher	#corn	work	-bellied (u.m.)	doodle
cutter	fare (bird)	fire	berry	-eared (u.m.)
head	glass	arm	bolt	jack
line	goal	back (n.)	bone	flare
lot	house	ball	cake	back (n., u.m.)
mixer	man	bell	#day	board
pipe	piece	bird	eater	light
rack	work	board	eye	out (n., u.m.)
store	worker	boat	-eyed (u.m.)	path
stuff	fierce	bolt	fall	up (n., u.m.)
#tank	-eyed (u.m.)	bomb	-fed (u.m.)	flash
#truck	hearted	box	food	back (n., u.m.)
#valve	-looking (u.m.)	brand	garth	board
way	fiery	brat	hook	bulb
#wire	-flaming (u.m.)	break	house	card
feeder	-hot (u.m.)	brick	-joint (v.)	gun
-in	-red (u.m.)	bug	line	lamp
-up	-tempered (u.m.)	-burnt (u.m.)	man	light
fellow	fig	#call	#market	over (n., u.m.)
craft	bar	-clad (u.m.)	meal	pan
ship	eater	#clay	monger	point
<i>rest two words</i>	leaf	coat	mouth	power
felt	shell	cracker	plate	proof
cutter	figure	crest	pond	flat
-lined (u.m.)	head	-cure (v.)	pool	back (bookbind-
maker	-of-eight (u.m.)	damp	pot	ing)
making	#work (printing)	#drill	pound	bed (printing)
packer	file	-eater	skin	boat
#roller	card	fall	#stick	-bottomed (u.m.)
#roofer	fish	fang	tail	car
work	#grinder	fanged	trap	-compound (v.)
worker	-hard (u.m.)	fighter	way	fish
fen	maker	fighting	weir	fold
-bank	making	fly	wife	foot (n.)
land	setter	guard	woman	footed
man	smith	-hardened (u.m.)	works	hat
fence	-soft (u.m.)	hose	yard	head
maker		house		head
post		light		iron
#row		line		land
				nose

flat —con. out (n., u.m.) -rolled (u.m.) #silver top -topped (u.m.) ware way wise woods work yard	floor —con. cloth girl head lamp line load man mat mop #plug #show space stain walker ward #wax -waxing (u.m.) way wise work flop house flour bag bin #blender #grinder maker making #mill #miller #mixer sack flow meter off (n., u.m.) sheet flower bed bud -crowned (u.m.) #cup #grower -hung (u.m.) maker making piece pot -scented (u.m.) #shop #show #stalk time work flue -cure (v.) man fluid -compressed (u.m.) extract (pharm.) (n.) glycerate #ounce fluo (c.f.) <i>all one word</i> fluoro (c.f.) <i>all one word</i> flush bound -cut (u.m.) -decker (u.m.) -decker gate #head (printing) #tank flute bird like mouth (fish) work fluvio (c.f.) <i>all one word</i> fly away back ball -bitten (u.m.) blow blown	fly —con. boat boy -by-night (n., u.m.) catcher catching eater -fish (v.) -fisher -fisherman #fishing flap flapper -free (u.m.) leaf line man man over (n., u.m.) paper proof sheet speak -specked (u.m.) tail tier trap way weight wheel winch flying #boat #bomb #fish foam bow -crested (u.m.) sheet #rubber -white (u.m.) fog born bound bow dog eater -hidden (u.m.) horn -ridden (u.m.) fold -in up (n., u.m.) folk craft #dance free (u.m.) lore song way follow -on through (n., u.m.) up (n., u.m.) follower-up food grower packer shop sick store stuff fool fish hardy headed proof foolscap foote -and-mouth (u.m.) ball band bath blower board brake breadth bridge -candle fall -free (u.m.) gear	foot —con. -grain halt hill hold -lambert licker licking light(s) line lining lock locker loose man mark note noted pad path pach plate -pound -pound-second power print race rail rest room rope scald -second slogger sore stalk step stick stock stone stool -ton walk wall way wear -weary (u.m.) work worn for (pref.) <i>all one word</i> fore -age -and-aft (n., u.m.) -and-after (n.) -edge -end -exercise <i>rest one word</i> forest bound -clad (u.m.) -covered (u.m.) craft #land side fork head lift maker man -pronged (u.m.) smith tail -tailed (u.m.) form board fitting #letter #work (printing) forth coming right with fortune #hunter #hunting teller telling	forty-niner foul #ball #line -looking (u.m.) mouthed #play -spoken (u.m.) -tongued (u.m.) up (n., u.m.) foun dry man #proof (printing) fountain head #pen four -bagger -ball (u.m.) -eyed (u.m.) -eyes (fish) flush flusher flushing fold -footed (u.m.) -in-hand (n., u.m.) -masted (u.m.) -master penny (nail) -ply (u.m.) score some square squared -wheeler fox -faced (u.m.) fish hole hound #hunting skin skinned tall tailed #terrier trot fracto (c.f.) <i>all one word</i> frame house maker making smith up (n., u.m.) work worker frankhearted free board boot booter born drop -for-all (n., u.m.) -grown (u.m.) hand (drawing) handed hearted hold holder lance lancer loader loading man (historical) martin -minded masonry #port -spoken (u.m.) standing (u.m.) stone thinker thinking #trade trader way (highway)
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free—con.	fuel	game	gear—con.	glass—con.
wheel (u.m., v.)	#line	bag	shift	#paper
wheeler	#oil	cock	wheel	ware
wheeling	wood	craft	gelatin	#wool
#will (n.)	full	#fowl	-coated (u.m.)	work
will (u.m.)	back	keeper	maker	worker
woman	-bellied (u.m.)	keeping	-making (u.m.)	working
freed	blood	room	gelatino (c.f.)	works
man	blooded	gang	bromide	glauc(o) (c.f.)
woman	bloodedness	boss	chloride	<i>all one word</i>
freeze	-bound (u.m.)	land	gem	glaze
down (n., u.m.)	face	man	cutter	#wheel
out (n., u.m.)	facéd	master	-set (u.m.)	work
up (n., u.m.)	-fashioned (u.m.)	plank	#stone	glidepath
freight	-flowering (u.m.)	#press	work	globe
#house	-grown (u.m.)	saw	genito (c.f.)	fish
-mile	-handed (u.m.)	way	<i>all one word</i>	holder
#room	-headed (u.m.)	wayman	gentle	trotter
french	hearted	gape	folk	trotting
man	-lined (u.m.)	seed	hearted	glosso (c.f.)
-minded (u.m.)	#load	worm	-looking (u.m.)	<i>all one word</i>
woman	mouth	garageman	man (n.)	glove
fresh	mouthed	garbage	-mannered (u.m.)	maker
hearted	#speed	#can	mouthed	making
-looking (u.m.)	-strength (u.m.)	man	-spoken (u.m.)	#silk
man	-time (u.m.)	#truck	woman (n.)	glow
-painted (u.m.)	#weight	garnet	geo (c.f.)	fly
fret	fund	-brown (u.m.)	<i>all one word</i>	lamp
work	holder	work	germ	meter
worked	raising	gas	#cell	worm
friarbird	funlover	bag	-free (u.m.)	gluc(o) (c.f.)
frock	funnel	bomb	#layer	<i>all one word</i>
#coat	form	-driven (u.m.)	proof	glue
maker	maker	field	gerrymander	maker
frog	-shaped (u.m.)	-fired (u.m.)	get	making
belly	fur	firing	-at-able	pot
eater	-clad (u.m.)	fitter	away (n., u.m.)	stock
-eyed (u.m.)	coat	fitting	off (n., u.m.)	glycero (c.f.)
face	-lined (u.m.)	-heated (u.m.)	-together (n., u.m.)	<i>all one word</i>
fish	#lining	holder	up (n., u.m.)	glyco (c.f.)
hopper	-trimmed (u.m.)	house	<i>all one word</i>	go
land	fuse	-laden (u.m.)	craft	-ahead (n., u.m.)
mouth	#block	lamp	-haunted (u.m.)	-around (n., u.m.)
nose	board	light	land	-as-yo u-please
pond	#gauge	lighted	#town	(u.m.)
skin	plug	lighting	write (v.)	-back (n., u.m.)
tongue (medicine)	G	line	writer	-between (n.)
front	-major	lock	giddy	by (n.)
-end (u.m.)	-man	#main	brain	cart
-focused (u.m.)	-minor	maker	brained	-devil (n.)
line	-sharp	man	head	down (n.)
#page	gabfest	#mask	headed	-getter
piece	gad	meter	-paced (u.m.)	-getting (n., u.m.)
stall	about (n., u.m.)	tight	gilt	-off (n., u.m.)
-wheel (u.m.)	fly	worker	-edge (u.m.)	goal
frontiersman	wall (duck)	works	-edged (u.m.)	keeper
fronto (c.f.)	gaff-topsail	gasiro (c.f.)	head (fish)	mouth (fish)
-occipital	gag	-omental	tail	post
-orbital	-check (v.)	<i>rest one word</i>	gin	goat
<i>rest one word</i>	#law	gate	house	-bearded (u.m.)
frost	man	house	-run (u.m.)	-drunk (u.m.)
bird	root	keeper	ginger	-eyed (u.m.)
bite	#rule	leg (u.m.)	#ale	fish
bound	gauge	legged (u.m.)	bread	herd
bow	#block	man	-colored (u.m.)	land
fish	line	pin	snap	#milk
-free (u.m.)	pin	post	spice	skin
-hardy (u.m.)	gain	tender	work	stone
-heaving (u.m.)	say	way	give	sucker (bird)
-killed (u.m.)	sayer	wayman	-and-take (n., u.m.)	goat's
lamp	saying	wise	away (n., u.m.)	-hair
line	set	woman	glacio (c.f.)	-horn
proof	-sharing (u.m.)	works	<i>all one word</i>	God
work	speaking	gay	-cheered (u.m.)	-conscious (u.m.)
fruit	twist	cat	hearted	-fearing (u.m.)
cake	galact(o) (c.f.)	-colored (u.m.)	-sad	-forsaken (u.m.)
#fly	<i>all one word</i>	#dog	glass	-given (u.m.)
grower	gall	-looking (u.m.)	blower	head
growing	bladder	gear	blowing	-man
man	fly	box	cutter	-ordained (u.m.)
picker	stone	case	cutting	-sent (u.m.)
#shop	galley	-driven (u.m.)	-eater	-sped (u.m.)
stalk	man	fitter	-eyed (u.m.)	speed
#sugar	#proof (printing)	maker	fish	-taught (u.m.)
time	-west (u.m.)	man	-hard (u.m.)	ward
wise	worm	maker	house	god
woman	galvano (c.f.)	making	maker	child
frying #pan	<i>all one word</i>	man	making	daughter
		set	man	father

god—con.	goose—con.	grass—con.	green—con.	gum—con.
head	pimply	quit (bird)	wood (forest)	field
hood	rump	roots (nonliteral)	yard	-gum
less	rumped	widow	greyhound	lac
like	skin	widower	grid	maker
mother	step	widowhood	iron	making
parent	stepper	grave	#leak	-saline (n.)
send	wing	bound	line	shoe
ship	winged	clothes	griddlecake	gun
son	gospel	digger	grill	#barrel
sonship	like	digging	room	bearer
wit (bird)	-true (u.m.)	maker	work	blast
goggle	gourdhead	making	grindstone	boat
-eye (fish)	Government (U.S.	side	grip	builder
-eyed (u.m.)	or foreign)	site	man	cotton
-nose (bird)	-in-exile	stead	sack	crew
goings-on	-owned (u.m.)	stone	wheel	deck
gold	-wide (u.m.)	ward	gristmill	fight
beater	governmentwide	yard	gross	fighter
beating	(State, city, etc.)	gravel	-minded (u.m.)	fighting
bound	grab	-blind (u.m.)	#weight	fire
brick (swindle)	-all (n., u.m.)	stone	grotto	flint
#brick (of real gold)	hook	gray	ground	house (naval)
-bright (u.m.)	rope	back (n., u.m.)	bird	lock
-brown (u.m.)	grade	beard (n.)	borne	maker
bug	finder	-clad (u.m.)	#glass	making
digger	line	coat (n.)	hog	man
digging	mark	-eyed (u.m.)	man	#mount
#dust	grain	fish	mass	paper
field	#alcohol	-haired (u.m.)	nut	pit
-filled (u.m.)	-cut (u.m.)	head	path	play
finch	field	-headed (u.m.)	plot	point
finny (fish)	-laden (u.m.)	#market	power	powder
fish	land	out (n., u.m.)	#sluice	power
foil	man	pate (bird)	-sluice	rack
hammer (bird)	mark	grease	speed	-rivet (v.)
head (bird)	sick	#gun	#swell	room
-inlaid (u.m.)	gram	#pit	time	runner
leaf	-fast (u.m.)	proof	ward	running
maker	-meter	great	wave	shop
making	-molecular	-aunt	#water	shot
plate (v.)	-negative (u.m.)	coat	work	-shy (u.m.)
-plated (u.m.)	-positive (u.m.)	coated	group	sight
-plating (u.m.)	grand	-eared (u.m.)	-connect (v.)	smith
#rush	aunt	-grandchild	#insurance	stock
smith	child	-granddaughter	grown	wale
smithing	daughter	-grandfather	up (n., u.m.)	gut
stone	father	-grandmother	upness	less
tail (moth)	fatherly	-grandson	grub	string
water (liquor)	mother	head (duck)	-hoe	guttapercha
work	motherly	-headed (u.m.)	stake	gutter
worker	nephew	heart	guard	blood
-wrought (u.m.)	niece	hearted	house	-bred (u.m.)
golden	parent	mouthed	line (printing)	man
#age	sire	-nephew	plate	snipe
eye (bird)	son	-niece	rail	spout
-fingered (u.m.)	stand	-uncle	room	gymno (c.f.)
-headed (u.m.)	uncle	green	#wire	<i>all one word</i>
#mean	granite	back (n., u.m.)	guardsman	gyneco (c.f.)
mouthead	like	backed	guess	<i>all one word</i>
wing (bird)	ware	belt (community)	rope	gyro
good	grant-in-aid	bone (fish)	warp	#horizon
by	grape	-clad (u.m.)	work	#mechanism
#fellow	fruit	-eyed (u.m.)	guest	#pelorus
-fellowship	juice	finch	chamber	plane, compass,
-for-nothing (n.,	-leaved (u.m.)	fish	house	etc.
u.m.)	seed	gage (plum)	room	<i>as combining form,</i>
hearted	shot	gill	rope	<i>one word</i>
-looker	skin	grocer	guide	
-looking (u.m.)	stalk	grocery	board	
-natured (u.m.)	stone	head (duck)	book	
#will (kindness)	vine	headed	craft	
will (salable	graph	hearted	line	
asset)	alloy	horn	post	
goose	#paper	house	#rail	
beak (fish)	grapho (c.f.)	keeper	way	
bird	<i>all one word</i>	keeping	#word	
bone	grass	-leaved (u.m.)	guided-missile (u.m.)	
-cackle	bird	room	guider-in	
#egg	blade	sand (geology)	guinea	
-eyed (u.m.)	-clad (u.m.)	sick	#fowl	
fish	-covered (u.m.)	stone (mineral)	#hen	
flesh	cutter	stuff	#pig	
-footed (u.m.)	-green (u.m.)	sward	gum	
herd	hop	tail (fish)	#arabic	
house	hopper	town (community)	boil	
mouth	land	ware	chewer	
neck	nut	wing (bird)	digger	
necked	plot	#wood (literal)	drop	
pimples				

H

-bar
-beam
-piece

H

-bomb
-hour**hack**barrow
hammer
log
man
saw**hag**born
fish
ride (v.)
ridden

hail	half-con.	hand-con.	hard-con.	hay
#fellow	wit	mold (v.)	pan	band
stone	-witted (u.m.)	off (n., u.m.)	-pressed (u.m.)	bird
storm	-yearly (u.m.)	off (n., u.m.)	#rubber	cap
hair	hall	pick (v.)	-set (u.m.)	cart
band	boy	picked	#shell (n.)	cock
bird	mark	post	ship	#fever
breadth	way	press	spun	field
brush	ham	pressman	stand	fork
-check (n.)	shackle	print	standing	grower
cloth	string	rail	tack	loft
cut (n.)	hammer	railing	tail (fish)	lift
do	bird	reading	top (auto)	maker
dresser	cloth	saw	#tip	making
dressing	dress (v.)	scrape (v.)	ware	market
-fibered (u.m.)	-hard (u.m.)	set	wareman	mow
line	-harden (v.)	shake	way (beach)	rack
lock	-hardened (u.m.)	shaking	#wheat	rake
pin	#hardening	spade	-won (u.m.)	raker
#raiser	head	spike	wood	rick
#ribbon	headed	splice	#work	-scented (u.m.)
space (printing)	lock	split	-working (u.m.)	seed
splitter	maker	spring	wrought	stack
splitting	man	spun	hare	time
spring	proof	-stamp (v.)	brain	ward
stone	smith	stand	brained	wire
streak	stone	stitch	foot	hazel
stroke (printing)	#thrower	stone	footed	-eyed (u.m.)
#trigger	toe	stroke	hearted	nut
work	-weld (v.)	stuff	hound	he-man
worm	work	-tailored (u.m.)	lip	head
half	-wrought (u.m.)	tap	lipped	ache
-and-half (n., u.m.)	hand	tight	-mad (u.m.)	aching
-afraid	bag	tool	harness	achy
-alive	ball	-tooled (u.m.)	maker	band
-angry	baller	-tooling (u.m.)	-making (u.m.)	bander
back (football)	bank (v.)	truck	#race	block
-backed (u.m.)	barrow	wear	harum-scarum	board
-baked (u.m.)	bill	weave	harvest	cap
beak (fish)	book	wheel	#lice	chair
#binding	-bound (u.m.)	work	man	cheese
blood (n.)	bow	worked	time	chute
blooded	brake	worker	has-been (n.)	cloth
-bound (u.m.)	breadth	working	hash	dress
-bred (u.m.)	brush	woven	house	-ender
breed	-built (u.m.)	write (v.)	mark	fish
caste	car	writing	hat	band
#cent	-carry (v.)	written	band	box
-clear	cart	wrought	brim	frame
cock (v.)	-carve (v.)	handle-talkie	brush	gate
cocked (nonlit- eral)	clap	handlebar	cleaner	gear
-dark	clapping	handyman	#hook	house
#day	clasp	hang	maker	hunt
deck	-clean (v.)	back (n.)	making	hunter
-decked (u.m.)	craft	bird	piece (cap)	hunting
-decker	crank	dog	pin	lamp
-feed (v.)	cuff	fire	rack	land
headed	cuffed	man	rail	ledge
hearted	-cut (v.)	nail	shop	light
#hour	#drill	nest (bird)	stand	lighting
-hourly (u.m.)	-embroidered	net	store	line
#load	(u.m.)	out (n., u.m.)	#tree	liner
-loaded (u.m.)	-fed (v.)	over (n., u.m.)	hatch	lock
-mast	#fishing	worm	man	long
#measure	fold	hanger	way	man
#mile	grasp	-back	work	master
-miler	grenade	-on	up	mistress
-monthly (u.m.)	grip	happy-go-lucky	hara-kiri	mold
#moon	guard	fish	harbor	most
#nelson	gun	man	master	note
-on (n., u.m.)	-high (u.m.)	side	side	-on (u.m.)
pace	hold	hard	-and-fast (u.m.)	phone
paced	hole	back (beetle)	-baked (u.m.)	piece
#past	-in-hand (u.m.)	-bitten (u.m.)	-boiled (u.m.)	plate
penny	kerchief	back (n.)	fist (n.)	post
pennyworth	-knot (v.)	handed	fisted	quarters
-ripe	-knitter	hat (n.)	headed	rail
-shy	laid	head	hearted	reach
-sole (v.)	-letter (v.)	hat (n.)	hit (u.m.)	rest
#speed	#lever	head	-looking (u.m.)	ring
stitch	lift (truck)	headed	mouth (fish)	room
-strength (u.m.)	like	hated	mouthed	rope
title	line	hat (n.)		sal
tone (printing)	liner	head		set
track	made	hearted		setting (printing)
-true	maid	hit (u.m.)		shake
-truth	-me-down (n., u.m.)	-looking (u.m.)		skill
way	mill	mouth (fish)		skin
-weekly (u.m.)	mix (v.)			space

head—con.	heavy	hen—con.	high—con.	hold—con.
spin	back	pecking	way	down (n., u.m.)
spring	-duty (u.m.)	roost	wayman	fast (n., u.m.)
stall	-eyed (u.m.)	wife	higher-up (n.)	off (n., u.m.)
stand	-footed (u.m.)	woodite	hill	out (n., u.m.)
start	banded	yard	billy	over (n., u.m.)
stick	headed	hence	bird	up (n., u.m.)
stock	hearted	forth	#country	upman
stone	-looking (u.m.)	forward	culture (farming)	holder
stream	-set (u.m.)	hepato (c.f.)	man	man
strong	#water	<i>all one word</i>	sale	-forth
strongly	weight (n., u.m.)	hepta (c.f.)	salesman	-on
#tax	hecto (c.f.)	<i>all one word</i>	side	-up
wall	<i>all one word</i>	here	top	hole
waiter	hedge	about	hind	-high (u.m.)
water	born	after	brain	man
way	bound	at	cast	through
wear	breaker	by	foremost	hollow
wind	hog	from	gut (n.)	back (bookbind-
work	hop	in	head	ing)
worker	hopper	inabove	leg	-backed (u.m.)
working	maker	inafter	most	-eyed (u.m.)
yard	making	inbefore	quarter	faced
header-up	pig	into	saddle	-ground (u.m.)
heal-all (n., u.m.)	row	on	#shank	hearted
healthcraft	#trimmer	on	sight	ware
hearing #aid	heel	to	wing	holo (c.f.)
heart	ball	tofore	hip	<i>all one word</i>
ache	band	under	bone	holy
aching	block	unto	mold	#day
beat	cap	upon	shot	stone
bird	fast	with	hippo (c.f.)	tide
block	grip	heroicomic	<i>all one word</i>	#year
blood	#lift	herringbone	histo (c.f.)	home
bound	maker	hetero (c.f.)	<i>all one word</i>	-baked (u.m.)
break	making	-ousia, etc.	hit	body
breaker	pad	<i>rest one word</i>	-and-miss (u.m.)	born
breaking	path	hexa (c.f.)	-and-run (u.m.)	bound
broken	piece	<i>all one word</i>	-or-miss (u.m.)	bred
burn	plate	hi	hitch	brew
burning	post	-fi	hiker	builder
deep	print	jacked	hiking	building
felt	ring	jacker	hoarfrost	#buyer
free (u.m.)	stay	jacking	hoary	coming
grief	strap	hide	-haired (u.m.)	craft
heavy	tap	-and-seek (n., u.m.)	headed	-fed (u.m.)
land	helio (c.f.)	away (n., u.m.)	hob	felt
leaf	<i>all one word</i>	bound	goblin	folk
-leaved (u.m.)	hell	out (n., u.m.)	nail	freeze (u.m., v.)
line	bender	high	nailed	freezer
nut	bent	ball	nailer	freezing
quake	born	binder	nob	front
seed	bound	born	nobbed	furnishing(s) (n.)
sick	box (printing)	boy	nobbing	goer
sickening	bred	bred	hobbyhorse	going
sickness	cat	brow (nonliteral)	hockshop	growing
sore	-dark (u.m.)	-caliber (u.m.)	hocus-pocus	grown
string	diver	-class (u.m.)	hod	keeper
struck	dog	#climber	#carrier	keeping
throb	fire	flier (n.)	man	land
-throbbing (u.m.)	hole	flying (u.m.)	hodgepodge	lander
-weary (u.m.)	hound	-foreheaded (u.m.)	hog	life
wood	-red (u.m.)	#frequency	back	like
hearth	ship	handed	-backed (u.m.)	made
man	help	-hat (v.)	#cholera	maker
rug	mate	headed	-faced (u.m.)	making
stone	meet	hearted	fat	owner
warming	helter-skelter	jinks	fish	ownership
heat	hem	land (n., u.m.)	frame	owning
drops	stitch	lander	hide	plate
maker	stitching	#light (literal)	nose (machine)	room
making	hema (c.f.)	light (nonliteral)	-nosed (u.m.)	rule
proof	<i>all one word</i>	-minded (u.m.)	pen	seeker
#pump	hemato (c.f.)	#pass	skin	sick
#rash	<i>all one word</i>	-power (u.m.)	sty	sickness
-resistant (u.m.)	hemi (pref.)	-pressure (u.m., v.)	-tie (v.)	site
stroke	<i>all one word</i>	-priced (u.m.)	tight	spun
treat (v.)	hemo (c.f.)	#proof	wash	stead
-treating (u.m.)	<i>all one word</i>	-reaching (u.m.)	-wild (u.m.)	steader
#wave	hemp	-rigger (n.)	yard	stretch
heathland	seed	road	hog's-back (geol.)	town
heaven	string	#school (u.m.)	hogshead	ward
-inspired (u.m.)	hen	#seas	hoist	work
-sent (u.m.)	bill	stepper	away (n.)	worker
ward	coop	stepping	man	woven
wide	-feathered (u.m.)	tail (v.)	way	homeo (c.f.)
heaver	fish	-tension (u.m.)	hold	<i>all one word</i>
-off	hearted	#tide	all (n., u.m.)	homo
-out	house	-up (u.m.)	back (n., u.m.)	#legalis
-over	pecked	#water	clear (n., u.m.)	#sapiens

homo (c.f.) -ousia, etc. <i>rest one word</i>	horn—con. tip work	hound—con. man shark	hundred—con. -percentor -pounder weight	idle headed -looking (u.m.) -minded (u.m.) #wheel ileo (c.f.) <i>all one word</i> ilio (c.f.) <i>all one word</i>
honey -colored (u.m.) comb combed combing dew dewed drop eater fogle hearted -laden (u.m.) lipped maker making moon mooner moonlight moonstruck mouthed pot sucker sweet	horse back breaker car cloth craft dealer fair fight fish fish flesh hair haired head herd hide hoof -hour jockey keeper keeping laugh laughter load man manship meat mint play pond power power-hour power-year pox race racer racing sense shoe shoer tail thief #trade whip whipper woman	hour glass #hand #wheel house boat bound boy break breaker breaking broken builder building #call cleaner -cleaning (u.m.) coat dress father fly furnishing(s) (n.) guest hold holder holding keep (v.) keeper keeping line maid man master mate mating mistress mother owner parent pest -raising (u.m.) ridden room smith top trailer wares warming wear wife work wright	hung #jury -up (u.m.) hunger -mad (u.m.) -worn (u.m.) hunts man woman husbandman hurly-burly hush -hush #money up (n., u.m.) hydro (c.f.) electric, plant, power, etc. #station <i>rest one word</i> hygro (c.f.) <i>all one word</i> hyper (pref.) -Dorian, etc. <i>rest one word</i> hypo (pref.) <i>all one word</i> hystero (c.f.) -oophorectomy -salpingo-oopho- rectomy <i>rest one word</i>	in -and-in (u.m.) -and-out (u.m.) -and-outer -being (adv., u.m.) -flight (u.m.) -house -law (n.) asmuch, sofar #re, #rem, #situ, etc. (Latin) in (pref.) active, service, etc. <i>rest one word</i> inch -deep (u.m.) -long (u.m.) meal -pound -ton index-digest india #ink #paper #rubber indigo -blue (u.m.) -carmine (u.m.) Indo (c.f.) china ¹ -European, etc. industrywide infantryman infra (pref.) -anal -auricular -axillary -esophageal -umbilical <i>rest one word</i> ingot #iron maker man inguino (c.f.) <i>all one word</i> ink -black (u.m.) fish holder maker making mill mixer pot slinger spot -spotted (u.m.) stain stand stone
honor bound #man worthy	hook ladder maker making man nose -nosed (u.m.) pin smith up (n., u.m.) worm	how -do-you-do (n.) ever soever	ice berg bird blind #blindness blink block boat bone bound box breaker breaking cap capped -clad (u.m.) -cold (u.m.) -cooled (u.m.) -covered (u.m.) craft #cream fall field fish #fishing -free (u.m.) house land line maker making man pack plant plov quake #shelf #storm #water work	in -bar -beam -iron -rail ice berg bird blind #blindness blink block boat bone bound box breaker breaking cap capped -clad (u.m.) -cold (u.m.) -cooled (u.m.) -covered (u.m.) craft #cream fall field fish #fishing -free (u.m.) house land line maker making man pack plant plov quake #shelf #storm #water work
hoop maker making stick	hop about (n., u.m.) off (n., u.m.) scotch toad yard hope #chest hopper burn #car dozer man horehound hormono (c.f.) <i>all one word</i>	hub cap -deep (u.m.) maker making human kind like humble bee hearted -looking (u.m.) mouthed -spirited (u.m.) humdrum humero (c.f.) -olecranal <i>rest one word</i> hump back backed -shouldered (u.m.) humpty-dumpty hunch back backed hundred fold -legged (u.m.)	ice berg bird blind #blindness blink block boat bone bound box breaker breaking cap capped -clad (u.m.) -cold (u.m.) -cooled (u.m.) -covered (u.m.) craft #cream fall field fish #fishing -free (u.m.) house land line maker making man pack plant plov quake #shelf #storm #water work	in -bar -beam -iron -rail ice berg bird blind #blindness blink block boat bone bound box breaker breaking cap capped -clad (u.m.) -cold (u.m.) -cooled (u.m.) -covered (u.m.) craft #cream fall field fish #fishing -free (u.m.) house land line maker making man pack plant plov quake #shelf #storm #water work
horn bill blende blower book -eyed (u.m.) pipe stay stone tail	hotel keeper man hound #dog fish	hump back backed -shouldered (u.m.) humpty-dumpty hunch back backed hundred fold -legged (u.m.)	ichthyo (c.f.) <i>all one word</i> ideo (c.f.) -unit <i>rest one word</i>	in -bar -beam -iron -rail ice berg bird blind #blindness blink block boat bone bound box breaker breaking cap capped -clad (u.m.) -cold (u.m.) -cooled (u.m.) -covered (u.m.) craft #cream fall field fish #fishing -free (u.m.) house land line maker making man pack plant plov quake #shelf #storm #water work

¹ Decision of U.S. Board on Geographic Names.

ink—con. well writer	J-bolt	jib—con. man -o-jib stay	kerato (c.f.) <i>all one word</i>	kittenhearted
inn keeper yard	jack ass bird box fish hammer head -in-the-box knife light line man -of-all-trades -o'-lantern -plane (v.) pot rabbit screw shaft snipe stay straw tar #towel yard yarder	jig -a-jig back -drill (v.) man saw sawed sawing	kettle drum drummer stitch	Klans man woman
inner #man spring	insect-borne (u.m.)	job holder #lot man #press #printer seeker #shop site #ticket #type work	#drawing (printing) holder hole lock man note noter punch ring seat seater smith stone stop way word work worker	knap sack sacked sacking
ino (c.f.) <i>all one word</i>	instrumentman	joggle #piece work	kick about (n., u.m.) back (n., u.m.) -in (n., u.m.) off (n., u.m.) out (n., u.m.) up (n., u.m.)	knee -braced (u.m.) brush cap -deep (u.m.) #halter -high (u.m.) hole #jerk pad pan piece stone strap
inter (pref.) -American, etc. <i>rest one word</i>	Irish -American -born (u.m.) man woman	joint maker #owner	kid #point skin	knick knack point
intra (pref.) -atomic, etc. <i>rest one word</i>	iron #age back bound -braced (u.m.) #casing clad fisted -free (u.m.) handed hard headed hearted like -lined (u.m.) #lung maker making man master mold monger -red (u.m.) shod shot (mineral) (u.m.) #shot (golf) side sided smith stone ware work worked worker working works	joke book smith joulemeter man work	kill deer (bird) devil joy time (n., u.m.)	knife board #edge #grinder like man smith way
intro (pref.) <i>all one word</i>	jail bird house	joy hop killer ride stick jukebox	kiil -dry (v.) eye hole man rib stick tree	knight -errant head hood
Irish -American -born (u.m.) man woman	jam nut pack packed	jump master off (n., u.m.) rock	kiin -dry (v.) eye hole man rib stick tree	knit back #goods wear work
iron #age back bound -braced (u.m.) #casing clad fisted -free (u.m.) handed hard headed hearted like -lined (u.m.) #lung maker making man master mold monger -red (u.m.) shod shot (mineral) (u.m.) #shot (golf) side sided smith stone ware work worked worker working works	jaw bone breaker breaking fish foot -locked (u.m.) smith twister	jungle -clad (u.m.) -covered (u.m.) side	kiio (pref.) gram-meter volt-ampere watt-hour <i>rest one word</i>	knob kerrie #lock stick stone
ironer-up	jay hawk hawker walk walker walking	jura board #dealer man pile yard	king hearted	knock about (n., u.m.) away (n., u.m.) down (n., u.m.) -knee (n.) -kneed (u.m.) off (n., u.m.) -on (n., u.m.) out (n., u.m.) stone up (n., u.m.)
island -born (u.m.) -dotted (u.m.) man wide iso (c.f.) -octane -oleic -osmosis <i>rest one word</i>	jelly bean fish roll	jury #box #fixer -fixing (u.m.) man -rigged (u.m.) woman	king bird bolt #crab craft fish fisher head hood hunter like maker making piece pin #post	knock -off -up
island -born (u.m.) -dotted (u.m.) man wide iso (c.f.) -octane -oleic -osmosis <i>rest one word</i>	jest #airliner #airplane black (u.m.) #bomber liner plane power -powered (u.m.) prop -propelled (u.m.) #propulsion stream ware wash	juxta (c.f.) -ampullar -articular <i>rest one word</i>	kings folk man people woman	knot hole horn work
island -born (u.m.) -dotted (u.m.) man wide iso (c.f.) -octane -oleic -osmosis <i>rest one word</i>	jew bird fish stone	K -ration -term	kip folk man people woman	know -all (n., u.m.) -how (n., u.m.) -it-all (n., u.m.) -little (n., u.m.) -nothing (n., u.m.)
island -born (u.m.) -dotted (u.m.) man wide iso (c.f.) -octane -oleic -osmosis <i>rest one word</i>	jewel -bright (u.m.) house -studded (u.m.)	keel block boat boatman fat haul hailed hauling -laying (u.m.) #line man	kip folk man people woman	knuckle -bone -deep (u.m.) #duster -kneed (u.m.)
island -born (u.m.) -dotted (u.m.) man wide iso (c.f.) -octane -oleic -osmosis <i>rest one word</i>	jew's-harp	keep sake worthy	kiss-off (n., u.m.)	Ku #Klux #Klan
island -born (u.m.) -dotted (u.m.) man wide iso (c.f.) -octane -oleic -osmosis <i>rest one word</i>	jib head headed header	kelp fish ware	kitchen maid man #servant ware wife work	L -bar -beam -block -square
island -born (u.m.) -dotted (u.m.) man wide iso (c.f.) -octane -oleic -osmosis <i>rest one word</i>			kite flier flying	labio (c.f.) <i>all one word</i>
island -born (u.m.) -dotted (u.m.) man wide iso (c.f.) -octane -oleic -osmosis <i>rest one word</i>				labor saving #union

lace bug -edged (u.m.) #edging maker making man #paper piece wing (insect) -winged (u.m.) woman work worked worker	land—con. -grant (u.m.) holder holding #horse lady line locked look looker lord lubber man mark mass #measure mine #office owner ownership owning plane -poor (u.m.) power right scape sick side site slide slip #snail spout storm #tax #taxer ward wash wire wrack yard lantern -jawed (u.m.) man #slide lap board #joint -lap robe #siding streak streaked streaker weld (v.) -welded (u.m.) -welding (u.m.) wing (bird) work large brained -eyed -handed (u.m.) hearted #intestine -minded (u.m.) mouthed -scale (u.m.) lark -colored (u.m.) spur laryngo (c.f.) <i>all one word</i> last -born (u.m.) -cited (u.m.) -ditcher -named (u.m.) latch bolt key man string late -born (u.m.) comer coming -lamented (u.m.) -maturing (u.m.)	latero (c.f.) <i>all one word</i> lath -backed (u.m.) maker work lath -bore (v.) man latter -day (u.m.) most lattice #stitch work laughing #gas stock launchsite laundry maid man owner #room woman law -abiding (u.m.) book breaker breaking #court craft -fettered (u.m.) giver giving maker making #office proof suit suiting lawnmower lay away (n., u.m.) back (n., u.m.) boy -by (n.) down (n., u.m.) man -minded (u.m.) off (n., u.m.) on (n., u.m.) out (n., u.m.) over (n., u.m.) up (n., u.m.) woman layer -on -out -over -up lazy bird bones boots #guy #jack legs lead -burn (v.) -filled (u.m.) girl -gray (u.m.) -in (n., u.m.) line #line (med., naut. only) man off (n., u.m.) out (n., u.m.) #pencil time way work leaden -eyed (u.m.) hearted pated -souled (u.m.)	leader #line work leaf boy bud bug -clad (u.m.) -eating (u.m.) girl hopper #mold -red (u.m.) -shaped (u.m.) stalk work lean -faced (u.m.) -looking (u.m.) -to (n., u.m.) leap frog frogger frogging #year lease back (n., u.m.) hold holder holding leather back -backed (u.m.) board -bound (u.m.) -brown (u.m.) -covered (u.m.) craft fish head headed maker making neck side ware wing work worker working leavetakng lee #anchor board -bow (v.) fang #shore #tide ward way #wheel leech eater #rope left -bank (v.) -hand (u.m.) -handed (u.m.) -hander most over (n., u.m.) -sided (u.m.) ward wing (political) winger (political) wingism (political) leg band banding piece puller pulling pulling rope (v.) work lend-lease (all meanings)	length ways wise lepto (c.f.) <i>all one word</i> let down (n., u.m.) off (n., u.m.) up (n., u.m.) letter bound box #carrier drop gram head #paper -perfect (u.m.) press space spaced spacing writer writing leuc(o) (c.f.) <i>all one word</i> level headed #line liberal #arts -minded (u.m.) lieutenant #colonel -colonelcy #governor -governorship life belt blood boat boatman #buoy drop #everlasting float giver giving guard hold holder jacket like line long #mask #net raft #rate ring saver saving -size (u.m.) -sized (u.m.) spat spring stream tide time timer vest weary (u.m.) work lift-off (n., u.m.) light -armed (u.m.) borne brained #buoy -clad (u.m.) -colored (u.m.) -drab (u.m.) -draft (u.m.) face (printing) faced -footed (u.m.) headed headed hearted
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light—con.	live—con.	long—con.	low—con.	mail
house	#wire	head (n.)	#tide	bag
house #keeping	wire (nonliteral)	headed	#water	box
(nautical)	liver	horn (cattle)	lower	clad
#housekeeping	-brown (u.m.)	-horned (u.m.)	case (printing)	clerk
(domestic)	-colored (u.m.)	jaw (fish)	cased (printing)	guard
houseman	hearted	#jump	#class	man
keeper	wurst	leaf	classman	-order (u.m.)
man	living #room	-leaved (u.m.)	#deck	plane
mouthed	load	-legged (u.m.)	#grade	pouch
proof	#displacement	legs (n.)	most	room
-producing (u.m.)	line	-lived (u.m.)	#world	truck
room (navigation)	master	#measure	lug	main
ship	meter	mouthed	bolt	#brace
-struck (u.m.)	loan	neck (duck)	mark	land
weight (n., u.m.)	monger	-necked (u.m.)	#rig	lander
wood	word	nose (n.)	sail	mast
-year	lob	-nosed (u.m.)	lukewarm	pin
lighter	fig	-past (u.m.)	lumber	sail
man	lolly	play (records)	jack	sheet
-than-air (u.m.)	tail	playing (records)	man	spring
like	lobster	(u.m.)	#room	stay
-looking (u.m.)	#pot	run (u.m.)	yard	stream (nonlit-
-minded (u.m.)	proof	shoreman	lumbo (c.f.)	eral)
wise	-tailed (u.m.)	spun	-ovarian	top
lily	lock	spur (bird)	<i>rest one word</i>	topman
handed	box	standing (u.m.)	lumen-hour	topmast
-shaped (u.m.)	fast	stitch	lump	#yard
-white (u.m.)	hole	tail	fish	maize
lime	jaw	#term	sucker	bird
house	maker	time (u.m.)	lunch	-eater (bird)
juice	making	#ton	box	major
juicer	man	wave (radio)	room	-domo
kiln	nut	ways	time	#general
light	out (n., u.m.)	wise	lung	#key
lighter	pin	wool (sheep)	#fever	#league
pit	#pouch	work	fish	-leaguer
quat	ring	look	-grown (u.m.)	-minor
stone	smith	down (n., u.m.)	motor	make
wash	step	-in (n., u.m.)	worm	-believe (n., u.m.)
water	stitch	out (n., u.m.)	lying-in (n., u.m.)	fast (n.)
linch	up (n., u.m.)	over (n., u.m.)	lyre	ready (printing)
bolt	washer	through (n., u.m.)	bird	shift
pin	work	locker-on	man	up (n., u.m.)
pinned	locker	loop	tail	weight
line	man	hole	-tailed (u.m.)	maker
-bred (u.m.)	#room	#knot	M-day	-off
-breed (v.)	lode	stitch	mace	-up
casting	star	work	bearer	making #up
crew	stone	loose	#oil	mal (c.f.)
cut (printing)	stuff	leaf (u.m.)	machine	<i>all one word</i>
#engraving	lodginghouse	mouthed	-finished (u.m.)	man
finder	log	-tongued (u.m.)	gun	back
man	book	lop	-hour	bird
up (n., u.m.)	cock (bird)	sided	-made (u.m.)	-child
walker	jam	loud	man	-created (u.m.)
work	line	mouthed	#shop	-day
link	man	speaker (radio)	#stitch	eater
#motion	roll	-voiced (u.m.)	work	eating
work	rolled	love	macro (c.f.)	-fashion (u.m.)
lion	roller	bird	<i>all one word</i>	-grown (u.m.)
-bold (u.m.)	rolling	born	mad	handle
-headed (u.m.)	sheet	-inspired (u.m.)	brain	handled
heart	wood	#knot	brained	hater
hearted	work	lorn	hole	-high (u.m.)
like	logger	maker	hood	killer
-nated (u.m.)	head	making	-hour	keeper (bird)
proof	headed	mate	killer	killing
lip	logo (c.f.)	proof	kind	like
read	<i>all one word</i>	seat	made (u.m.)	made (u.m.)
reader	long	sick	-over (u.m.)	-minute
reading	#ago	sickness	-up (u.m.)	-of-war (ship)
service	-awaited (u.m.)	worthy	magnetite	power
stick	beard (n.)	low	-basalt	rope
work	-bearded (u.m.)	born	-olivinite	servant
listener-in	bill (bird)	boy	-spinelite	-size (u.m.)
litho (c.f.)	-billed (u.m.)	bred	magneto (c.f.)	slaughter
-offset	boat	brow (nonliteral)	-optics	slayer
<i>rest one word</i>	borne	browed (nonlit-	<i>rest one word</i>	stealer
littermate	bow	eral)	ma#jong	stealing
little	cloth	-built (u.m.)	maid	stopper
-known (u.m.)	-distance (u.m.)	down (n., u.m.)	#of #honor	stopping
neck (clam)	-drawn (u.m.)	-downer	servant	trap
-used (u.m.)	felt	#frequency	maiden	ward
live	fin (fish)	land (n., u.m.)	hair	way
#load	hair (n.)	-lived (u.m.)	head	
long	-haired (u.m.)	-lying (u.m.)	hood	
#matter	hand (nonliteral)	-power (u.m.)	#name	
stock	-handed (u.m.)	-pressure (u.m.)		
#weight	-handed (u.m.)			

man—con.	match—con.	merry	mile	mirror
wise	making	-go-round	-long (u.m.)	-faced (u.m.)
-woman	mark	maker	-ohm	scope
-year	safe	making	post	mirthmaking
manic-depressive	stick	man	-pound	mis (pref.)
manifold	wood	meeting	stone	<i>all one word</i>
mantel	May	-minded (u.m.)	-ton	mischief
piece	#Day	wing (duck)	way	maker
shelf	-day	mesh	-wide (u.m.)	making
tree	pole	bag	militiaman	missile
many	tide	#knot	milk	maker
-colored (u.m.)	time	work	-fed (u.m.)	man
-folded (u.m.)	may	meso (c.f.)	#fever	work
plies	be (adv.)	<i>all one word</i>	fish	mist
-sided (u.m.)	beetle	mess	head	bow
map	bird	hall	house	-clad (u.m.)
land	day (radio)	kit	maid	-covered (u.m.)
maker	fish	man	man	fall
making	fowl	mate	#run	miter
reader	hap	room	shake	#box
reading	meadow	tin	shed	-lock (v.)
tack	land	-up (n., u.m.)	shop	mix
wise	lark	meta (pref.)	sick	blood
marble	meal	<i>all one word</i>	sickness	up (n.)
head	man	metal	sop	mixing #room
hearted	time	ammonium	stone	mizzen
-looking (u.m.)	mealy	bound	-white (u.m.)	mast
-topped (u.m.)	bug	-clad (u.m.)	board	mastman
-white (u.m.)	mouth	-coated (u.m.)	cake	topman
mare's	mouthed	craft	course	mock
-nest	mean	-lined (u.m.)	dam	bird
-tail	-acting (u.m.)	ware	feed	-heroic (u.m.)
mark	-spirited (u.m.)	work	hand	#turtle
down (n., u.m.)	time (meanwhile)	worker	-headed (u.m.)	up (n., u.m.)
man	#time (astronomi- cal)	working	#hole	mockery-up
off (n., u.m.)	tone (u.m.)	works	house	mocking
shot	while	meter	man	bird
up (n., u.m.)	meat	-amperes	owner	stock
marker	ball	#angle	pond	-up (u.m.)
-down	bird	gram	post	model
-off	cutter	-kilogram	race	maker
-up	-eater	-kilogram-second	ring	making
marketplace	-fed (u.m.)	man	#run	mold
marks	hook	-millimeter	site	board
man	-hungry (u.m.)	metro (c.f.)	stock	made (u.m.)
manship	man	<i>all one word</i>	stone	maker
woman	packer	graph	stream	#shop
marrowbone	packing	relievo	tail	mole
marsh	works	soprano	#tax	catcher
buck	wrapper	tint	ward	catching
field	mechanico (c.f.)	tinter	#wheel	-eyed (u.m.)
land	<i>all one word</i>	micro (c.f.)	work	head
mallow (confection)	medico (c.f.)	-organism	worker	heap
#mallow (plant)	<i>all one word</i>	<i>rest one word</i>	wright	hill
man	medio (c.f.)	mid (c.f.)	mill (c.f.)	skin
masonwork	<i>all one word</i>	-American, etc.	gram-hour	money
mass	medium	-April	<i>rest one word</i>	bag
-minded (u.m.)	-brown (u.m.)	day	chance	box
-produce (v.)	#frequency	-dish	changing	changer
mast	-size(d) (u.m.)	-ice	getting	getter
-brown (u.m.)	weight (n., u.m.)	-1958	getting	grubber
head	meek	-Pacific, etc.	grubbing	lender
man	-eyed (u.m.)	-Victorian, etc.	lending	lender
master	hearted	<i>rest one word</i>	-mad (u.m.)	maker
#at #arms	-spirited (u.m.)	middle	maker	making
#bedroom	meeting	#age	monger	mongering
#key	house	-aged (u.m.)	#order	saver
#map	place	breaker	saver	saving
#mason	megalo (c.f.)	brow (nonliteral)	monk	bird
mind	<i>all one word</i>	-burst (v.)	craft	fish
#of #ceremonies	melon	buster	fish	monkey
piece	grower	#ear	-faced (u.m.)	#jacket
ship	-laden (u.m.)	#ground	like	like
#stroke	like	man	nut	nut
work	monger	most	pod	pod
#workman	-shaped (u.m.)	-sized (u.m.)	pot	pot
mat	melt	splitter	shine	shine
board	down (n., u.m.)	way	tail	tail
-covered (u.m.)	#water	weight	#wrench	#wrench
maker	men	woman	mono (c.f.)	-ideistic
making	folk	mighty		
match	kind	-handed (u.m.)		
board	kind	hearted		
book	meningo (c.f.)	mil-foot		
box	<i>all one word</i>	mid		
head	merchant	-cured (u.m.)		
#joint	like	hearted		
-lined (u.m.)	man	heartedness		
maker	#ship (vessel)	-spoken (u.m.)		

mono—con.	moss—con.	mud—con.	nail—con.	nerve—con.
-iodo	-grown (u.m.)	cap	sick	#cell
-iodohydrin	head	#color	smith	-celled (u.m.)
-ion	-lined (u.m.)	-colored (u.m.)	-studded (u.m.)	-racked (u.m.)
-ousian	most-favored-nation	fish	name	net
<i>rest one word</i>	(u.m.)	flat	board	ball
month	moth	flow	-calling (u.m.)	braider
end	ball	guard	-dropping (u.m.)	fish
long (u.m.)	balled	head	plate	maker
moon	balling	hole	sake	making
beam	-eaten (u.m.)	house	naptime	man
bill	hole	land	narco (c.f.)	-veined (u.m.)
blind	proof	lark	<i>all one word</i>	work
#blindness	mother	sill	narrow	#worth
blink	hood	skipper (fish)	#gage	nettle
born	-in-law	slinger	headed	bird
-bright (u.m.)	land	slinging	hearted	fire
calf	#lode	-splashed (u.m.)	heartedness	foot
down (n.)	-of-pearl	stain	-mouthed (u.m.)	#rash
eye	#ship	stained	minded	some
eyed	moto (c.f.)	stone	naso (c.f.)	neuro (c.f.)
face	<i>all one word</i>	sucker	-occipital	<i>all one word</i>
faced	motor	track	-orbital	never
fish	bike	#turtle	<i>rest one word</i>	-ending (u.m.)
gazing	boat	muddle	nationwide	more
glow	bus	head	native-born (u.m.)	theless
head	cab	headed	nature	new
light	cade	muddy	craft	born
lighter	car	brained	#print	-car (u.m.)
lit	coach	breast (bird)	navy	corner
-mad (u.m.)	#court	headed	-blue (u.m.)	-created (u.m.)
man	cycle	mule	man	fangled
path	cyclist	back	woman	-fashioned (u.m.)
rise	-driven (u.m.)	#deer	near	-front (v.)
sail	drome	man	-acquainted (u.m.)	#look
set	jet	skinner	-bordering (u.m.)	-made (u.m.)
shade	#lifeboat	multi (c.f.)	by	market (coat)
shine	man	<i>all one word</i>	-miss	-mown (u.m.)
shiner	-minded (u.m.)	multiple-purpose	sight	-rich (u.m.)
shining	ship	(u.m.)	sighted	newlywed
shot	#torpedo #boat	muscle	neatline	news
sick	truck	bound	neat's-foot (u.m.)	boat
stone	van	maker	neck	boy
stricken	way	making	band	case
struck	mound	power	bone	cast
tide	builder	music	-breaking (u.m.)	caster
walker	building	lover	cloth	casting
walking	maker	-mad (u.m.)	-deep (u.m.)	clip
-white (u.m.)	making	maker	fast	dealer
moor	work	making	guard	#editor
ball	mountain	room	-high (u.m.)	-greedy (u.m.)
bird	-high (u. .)	musico (c.f.)	hole	letter
fowl	side	<i>all one word</i>	lace	making
#hen	top	musk	laced	man
tetter (bird)	-walled (u.m.)	#deer	line	paper
moose	mouse	#hog	mold	paperboy
bird	bird	melon	piece	paperman
call	-brown (u.m.)	#ox	tie	paperwoman
mop	-eared (u.m.)	rat	wear	paper #work
board	-eaten (u.m.)	mutton	necro (c.f.)	paper #worker
head	fish	bird	<i>all one word</i>	photo
headed	hawk	#chop (meat)	needle	print
stick	hole	chop (shape)	bill	reader
up (n., u.m.)	proof	fish	book	reel
mopper-up	trap	fist	case	room
mopping-up (u.m.)	mouth	head	fish	sheet
moreover	breeder (fish)	headed	-made (u.m.)	stand
morning	-filling (u.m.)	#quad (printing)	maker	story
#sickness	-made (u.m.)	myria (c.f.)	making	teller
#star	piece	<i>all one word</i>	man	worthy
tide	wash	mytho (c.f.)	point	writer
#watch	movie	<i>all one word</i>	pointed	writing
mortar	goer	myxo (c.f.)	proof	nick
board	land	<i>all one word</i>	-shaped (u.m.)	-eared (u.m.)
ware	land	myxo (c.f.)	-sharp (u.m.)	name
mortgage	maker	<i>all one word</i>	stone	nickel
#bond	making	nail	#trade	plate (v.)
holder	mow	bin	woman	-plated (u.m.)
mosquito	burn	brush	work	-plating (u.m.)
#boat	burnt	head	worked	type
#fleet	land	-headed (u.m.)	worker	night
-free (u.m.)	muck	#hole	ne'er-do-well	-black (u.m.)
#net	rake (v.)	maker	neo (c.f.)	#blindness
moss	raker	making	-Greek, Syriac, etc.	cap
back	sweat	print	<i>rest one word</i>	capped
backed	muco (c.f.)	proof	nepbro (c.f.)	-clad (u.m.)
bound	<i>all one word</i>	puller	<i>all one word</i>	clothes
bunker (fish)	mud	rod	nerve	club
-clad (u.m.)	bank	-shaped (u.m.)	ache	dress
-green (u.m.)	bath	shop	#block	#editor

night—con.	none	nut—con.	off—con.	olive
fall	such	shell	-season	-brown (u.m.)
fish	theless	sweet	set	-clad (u.m.)
fit (bird)	noon	oak	shoot	-drab (u.m.)
-fly (aviation) (v.)	day	-beamed (u.m.)	shore	-growing (u.m.)
-flying (u.m.)	light	-clad (u.m.)	side	#oil
fowl	tide	-green (u.m.)	site	-skinned (u.m.)
gown	time	leaf	-sorts (n.)	wood
-grown (u.m.)	north	-leaved (u.m.)	spring	#wood (color)
hawk	borne	wood (color)	stage	omni (c.f.)
#letter	bound	oar	street	-ignorant
long (u.m.)	-central (u.m.)	fish	take	<i>rest one word</i>
man	east	-footed (u.m.)	-the-record (u.m.)	on
mare	east-bound (u.m.)	lock	type	-and-off (n., u.m.)
#school	easter	oars	ward	-go (n.)
shade	eastern	man	-wheel (n.)	site
#shift	#end	woman	-wheeler (n.)	<i>as noun and ad-</i>
shirt	going	oat	-white (u.m.)	<i>jective, one word</i>
side	land	bin	#year	once
tide	light	cake	office	-over (n.)
time	most	-fed (u.m.)	#boy	-run (u.m.)
-velled (u.m.)	-northeast	field	holder	one
walker	#shore	land	seeker	-acter
walking	#side	meal	-seeking (u.m.)	-armed (u.m.)
ward	-sider	seed	worker	-decker
#watch	ward	oath	oftentimes	-eyed (u.m.)
#watchman	west-bound (u.m.)	bound	ofttimes	fold
wear	nose	breaker		-half
work	bag	worthy	ohm	-handed (u.m.)
worker	bleed	oblong	-ammeter	ness
nimble	bone	-elliptic (u.m.)	meter	-piece (u.m.)
brained	dive	-leaved (u.m.)	-mile	self
-fingered (u.m.)	down (n., u.m.)	-linear (u.m.)	oil	-sided (u.m.)
footed	gay	-ovate (u.m.)	bird	-sidedness
nimbostratus	guard	-shaped (u.m.)	#burner	signed (u.m.)
nine	-high (u.m.)	-triangular (u.m.)	cake	-step (dance)
fold	hole	occipito (c.f.)	can	-striper
holes	-led (u.m.)	-otic	cloth	time (formerly)
-killer (bird)	over (n., u.m.)	<i>rest one word</i>	coat	(u.m.)
-lived (u.m.)	piece	ocean	cup	-time (one action)
penny (nail)	pipe	-born (u.m.)	-driven (u.m.)	(u.m.)
pin	ring	borne	-fed (u.m.)	-two
score	-thumbing (u.m.)	bound	field	-two-three
nitro (c.f.)	up (n., u.m.)	-girdled (u.m.)	fish	-way (u.m.)
-hydro-carbon	wheel	going	-forming (u.m.)	onion
<i>rest one word</i>	notch	side	-harden (v.)	peel
no	board	-spanning (u.m.)	hole	skin
-account (n., u.m.)	wing (moth)	#trade	man	open
body	note	wide	meal	-air (u.m.)
-good (n., u.m.)	book	wise	paper	-armed (u.m.)
-hitter (n.)	head	octo (c.f.)	proof	-back (u.m.)
how	holder	<i>all one word</i>	proofing	-backed (u.m.)
#man's land	#paper	odd	seed	band (yarn)
-par (u.m.)	worthy	-jobber	#shale	beak (bird)
-par-value (u.m.)	notwithstanding	-jobman	skin	bill (bird)
-show (n., u.m.)	novel	-looking (u.m.)	skinned	cast
-thoroughfare (n.)	craft	#lot	-soaked (u.m.)	cut (mining)
way (adv.)	maker	man (arbiter)	stone	#door
where	making	#number	stove	-end
whit	#reader	-numbered (u.m.)	-temper (v.)	-faced (u.m.)
wise	-reading (u.m.)	woman	tight	handed
noble	#writer	off	tightness	handedly
-born (u.m.)	-writing (u.m.)	-and-on (u.m.)	way	handedness
-featured (u.m.)	nucleo (c.f.)	beat	#well	hearted
hearted	<i>all one word</i>	cast	old	#house
heartedly	nun	center (u.m.)	-fashioned (u.m.)	minged
heartedness	bird	color (u.m.)	-foggy (u.m.)	mouthed
-looking (u.m.)	#buoy	-colored (u.m.)	-growing (u.m.)	#pit
man	nurse	cut (printing)	hearted	#shop
-minded (u.m.)	girl	day	land (geol.)	side (u.m.)
woman	hound (fish)	-fall (v.)	-looking (u.m.)	-sided (u.m.)
noise	maid	-flavor (n., u.m.)	#maid	work
maker	nursery	-flow	-maidish (u.m.)	worked
making	maid	-go (n.)	#man	opera
no!	man	going	-new	goer
-pros (v.)	#school	grade	#rose	going
-pressed (u.m.)	nut	hand	style (printing)	#house
-pressing (u.m.)	breaker	handed	time (u.m.)	ophthalmo (c.f.)
non	-brown (u.m.)	-hours	timer	<i>all one word</i>
-civil-service (u.m.)	cake	look	wife (fish)	orange
-European, etc.	#coal	-lying (u.m.)	#woman	ade
-pros (v.)	cracker	peak	-young	bird
-prossing (u.m.)	#dash (printing)	print	oleo	blossom
#sequitur, etc.	hatch	put	#butter	-colored (u.m.)
-tumor-bearing	hook	-reckoning (n.)	#gear	grower
(u.m.)	pecker	saddle	#oil	man
<i>as prefix, one word</i>	pick	scour	#strut	peel
	#quad (printing)	scouring	<i>as combining form,</i>	#peko
	-shaped (u.m.)	scum	<i>one word</i>	-red (u.m.)
				stick

orange-con.	ox-con.	pale	park	pay-con.
woman	gall	belly	#forest	sheet
wood	harrow	-blue (u.m.)	way	-TV
orchard	hide	breast (bird)	work	pea
#house	horn	buck	parlor	bird
land	house	-cheeked (u.m.)	#car	chick
man	like	face (n.)	maid	#coal
orderly #room	man	-faced (u.m.)	part	coat
organ	shoe	hearted	-finished (u.m.)	cock
bird	skin	-looking (u.m.)	#owner	cod
#grinder	tail	-reddish (u.m.)	-time (u.m.)	field
maker	#team	paleo (c.f.)	-timer	fowl
#pipe	oxy (c.f.)	-Christian, etc.	#way	-green (u.m.)
organo (c.f.)	<i>all one word</i>	<i>rest one word</i>	parti (c.f.)	hen
<i>all one word</i>	oyster	palbearer	<i>all one word</i>	jacket
ornitho (c.f.)	bed	palm	party	like
<i>all one word</i>	bird	-green (u.m.)	#line	nut
orrisroot	#catcher (bird)	#leaf	making	shooter
ortho (c.f.)	#crab	#oil	#wall	-sized (u.m.)
<i>all one word</i>	fish	-shaded (u.m.)	parvi (c.f.)	#soup
osteo (c.f.)	house	wise	<i>all one word</i>	stick
<i>all one word</i>	man	palmi (c.f.)	pass	sticking
other	root	<i>all one word</i>	back (n.)	peace
wise	seed	pan	book	-blessed (u.m.)
#world	shell	-American, etc.	key	breaker
worldliness	-white (u.m.)	-broll (v.)	man	breaking
worldly	woman	#ice	out (n., u.m.)	-loving (u.m.)
oto (c.f.)		<i>rest one word</i>	over	maker
<i>all one word</i>		Pan	port	making
out	pace	#American Union	way	man
-and-out (u.m.)	board	(official name)	word	monger
-and-outer (n.)	maker	hellenic	passageway	mongering
-loud (u.m.)	making	panel	passenger	#pipe
-Machiavelli, etc.	#setter	board	#car	time
-of-date (u.m.)	-setting (u.m.)	-lined (u.m.)	-mile	peach
-of-door(s) (u.m.)	pachy (c.f.)	work	passer(s)-by	bloom
-of-State (u.m.)	<i>all one word</i>	panic	passion	blow
-of-the-way (u.m.)	pack	proof	-driven (u.m.)	-colored (u.m.)
-to-out (u.m.)	board	-stricken (u.m.)	-feeding (u.m.)	peakload
<i>as prefix, one word</i>	builder	panto (c.f.)	-filled (u.m.)	pear
outer	cloth	<i>all one word</i>	#play	#gage
#man	horse	pantry	paste	-shaped (u.m.)
most	house	man	board	pearl
wear	#ice	woman	down (n., u.m.)	bird
outward	-laden (u.m.)	paper	pot	-eyed (u.m.)
-bound (u.m.)	maker	back (n.)	up (n., u.m.)	fish
-bounder	making	backed	pastry	fisher
ovate	man	board(s)	#cook	fishing
-acuminate (u.m.)	plane	bound	man	-pure (u.m.)
-oblong (u.m.)	sack	#box	pastureland	-set (u.m.)
ovato (c.f.)	saddle	boy	patch	#shell
-oblong	staff	#carriers	head (bird)	sides (fish)
-orbicular	thread	cutter	#test	-studded (u.m.)
<i>rest one word</i>	up (n., u.m.)	hanger	word	-white (u.m.)
oven	ware	hanging	work	peat
baked	way	maker	patent-in-fee	house
bird	packing	making	path	land
dried	#box	mill	breaker	man
dry	house	mouth (fish)	finder	-roofed (u.m.)
drying	pad	#pulp	finding	stack
man	cloth	Shell (n., u.m.)	way	pebble
peel	lock	-shelled (u.m.)	patho (c.f.)	hearted
stone	#saw	#tester	<i>all one word</i>	-paved (u.m.)
ware	stone	-thin (u.m.)	patri (c.f.)	stone
wise	tree	weight	<i>all one word</i>	-strewn (u.m.)
over	paddle	-white (u.m.)	patrol	ware
age (surplus)	#beam	work	man	peel
age (older) (n., u.m.)	#box	papier #mache	#wagon	man
all (all meanings)	fish	para (c.f. or pref.)	work	off (n., u.m.)
-the-counter (u.m.)	foot	-aminobenzoic	pattern	peep
<i>as combining form, one word</i>	#wheel	-analgesia	maker	eye
owl	page	-anesthesia	making	hole
#car	-for-page (u.m.)	#red	patty	show
-eyed (u.m.)	#proof (printing)	<i>rest one word</i>	cake	sight
head (bird)	paikiller	parcel	#shell	peg
light	cloth	#carrier	paavn	board
wide	lock	-plate (v.)	broker	box
ox	#saw	worthy	shop	leg
bird	stone	paint	pay	man
biter	tree	-covered (u.m.)	back (n., u.m.)	pellmell
blood (color)	padding	#maker	check	pen
bow	brush	-making (u.m.)	day	-cancel (v.)
boy	#filler	#paper	dirt	craft
brake	maker	parieto (c.f.)	#envelope	head
cart	making	-occipital	load	holder
cheek	mixer	<i>rest one word</i>	master	knife
eye	pot	parimutuel	mistress	maker
-eyed (u.m.)	room		off (n., u.m.)	making
	-stained (u.m.)		out (n., u.m.)	man
	work		roll	manship

pen—con.	pharyngo (c.f.)	pie—con.	pill—con.	pipe—con.
master	- esophageal	shop	making	dream
#name	- oral	- stuffed (u.m.)	- rolling (u.m.)	dreamer
point	<i>rest one word</i>	#tin	- taking (u.m.)	dreaming
pusher	phase	woman	worm	fish
rack	meter	piece	pillow	fitter
script	out (n., u.m.)	- dye (v.)	case	fitting
- shaped (u.m.)	- wound (u.m.)	#goods	made	layer
#sketch	pheno (c.f.)	meal	slip	laying
stock	<i>all one word</i>	mold	work	line
tail	philo (c.f.)	#rate	pilot	lined
trough	- French, etc.	work	#boat	lining
wiper	<i>rest one word</i>	worker	#burner	maker
woman	phlebo (c.f.)	pier	#chart	making
work	<i>all one word</i>	#dam	house	man
worker	phono (c.f.)	drop	#light	mouth (fish)
pencil	<i>all one word</i>	head	man	- shaped (u.m.)
#box	phospho (c.f.)	#table	#pin	stem
holder	<i>all one word</i>	piezo (c.f.)	pin	stone
maker	photo (c.f.)	- oscillator	ball	walker
making	- offset	<i>rest one word</i>	block	welder
- mark (v.)	- oxidation	pig	bone	work
wood	- oxidative	- back (v.)	boy	pisci (c.f.)
penny	<i>rest one word</i>	- backed (u.m.)	case	<i>all one word</i>
-a-liner	phreno (c.f.)	#bed	cushion	pistol
bird	<i>all one word</i>	-belly (u.m.)	- eyed (u.m.)	gram
pincher	phrase	belly	fall	graph
weight	book	- eyed (u.m.)	feather	proof
winkle	maker	face	fire	piston
wise	making	- facéd (u.m.)	fish	head
worth	man	fish	fold	#pin
pent	mark (music)	foot	folding	#rod
house	monger	- footed (u.m.)	#gear	#valve
#roof	phylo (c.f.)	head	head	pit
stock	<i>all one word</i>	headed	headed	bird
- up (u.m.)	phylo (c.f.)	herd	hold	#coal
penta (c.f.)	<i>all one word</i>	#iron	hole	- eyed (u.m.)
- acetate	physico (c.f.)	- jump (v.)	hook	fall
<i>rest one word</i>	<i>all one word</i>	- jumper	lock	head
peptalk	physio (c.f.)	#lead	maker	- headed (u.m.)
pepper	<i>all one word</i>	maker	making	hole
box	phyto (c.f.)	making	paper	maker
corn	<i>all one word</i>	man	point	making
mint	piano	pen	prick	man
pot	forte	root	proof	mark
- red (u.m.)	graph	skin	rail	- marked (u.m.)
#sauce	player	stick	setter	#prop
per	pick	sticker	spot	- rotted (u.m.)
#annum	aback	sticking	stripe	saw
#capita	ax	sty	tail	side
cent	#clock	tail	- tailed (u.m.)	work
centage	lock	tailed	up (n., u.m.)	pitch
centile	man	tight	#valve	- black (u.m.)
#centum	- me-up (n., u.m.)	#tin	wheel	blende
compound	off (n., u.m.)	wash	- wing (v.)	#box
(chem.)	over (n., u.m.)	yard	work	- colored (u.m.)
current (bot.)	pocket	pigeon	pinch	- dark (u.m.)
#diem	pole	#blood	back	#darkness
salt (chem.)	shaft	#breast	bar	fork
#se	smith	gram	beck	hole
sulfide	up (n., u.m.)	hearted	cock	- lined (u.m.)
peri (pref.)	work	hole	fist	man
- insular	picker-up	holed	gut	- marked (u.m.)
<i>rest one word</i>	picket	holer	- hit (v.)	out (n., u.m.)
permafrost	boat	holing	- hitter	over (n., u.m.)
permitholder	#line	- livered (u.m.)	penny	#pipe
pest	pickle	man	pine	stone
hole	- cured (u.m.)	tail	apple	under (n., u.m.)
house	man	- toed (u.m.)	- bearing (u.m.)	up (n., u.m.)
killer	worm	wing	- clad (u.m.)	work
- ridden (u.m.)	picture	piggyback	#cone	place
pet	#book	pike	- fringed (u.m.)	card
cock	craft	- eyed (u.m.)	land	kick
#lamb	maker	man	#needle	maker
peter	making	staff	#oil	making
man	#writing	tail	- shaded (u.m.)	man
net	pie	pile	#tar	plague
petit	bald	driver	wood(s)	- infested (u.m.)
grain	crust	- driving (u.m.)	pink	proof
#jury	-eater	hammer	- blossomed (u.m.)	plain
#larceny	- eyed (u.m.)	#saw	eye (n.)	back (fabric)
#point	house	up (n., u.m.)	- eyed (u.m.)	- bodied (u.m.)
petro (c.f.)	maker	#weave	fish	- clothed (u.m.)
- occipital	making	work	foot	clothes (u.m.)
<i>rest one word</i>	man	worm	- footed (u.m.)	clothesman
pewholder	marker	woven	#violet	- headed (u.m.)
pewholder	#meat	pill	pipe	hearted
pharmaco (c.f.)	pan	box (military)	#ashes	- looking (u.m.)
- oryctology	plant	bug	- clay	- spoken (u.m.)
<i>rest one word</i>	#plate	maker	- drawn (u.m.)	tail

plain—con.

ward
work
woven (u.m.)
plane
#curve
load
-mile
-parallel (u.m.)
table (surveying)
plani (c.f.)
all one word
plano (c.f.)
all one word
plant
#food
house
life
site
wide
worker
plaster
bill (bird)
board
work
plat
band
book
plate
cutter
#glass
holder
-incased (u.m.)
layer
maker
making
man
mark
#press
#printing
#proof (printing)
-roll (v.)
-rolled (u.m.)
way
#wheel
work
worker
platy (c.f.)
all one word
play
-act (v.)
back (n., u.m.)
bill
book
box
boy
broker
craftsman
day
down (n., u.m.)
fellow
field
folk
goer
going
ground
house
maker
making
man
mate
off (n., u.m.)
pen
reader
reading
room
script
suit
thing
time
work
wright
writer
writing
#yard
pleasure
-bent (u.m.)
#boat
bound
check

pleasure—con.

-seeking (u.m.)
-tired (u.m.)
-weary (u.m.)
pledge
bound
-free (u.m.)
making
pleo (c.f.)
all one word
pleuro (c.f.)
all one word
plow
back (n., u.m.)
boy
-bred (u.m.)
fish
hand
horse
land
line
maker
making
man
pan
point
-shaped (u.m.)
share
shoe
sole
staff
#tail
wise
woman
wright
plug
board
#fuse
hole
-in (n., u.m.)
man
tray
-ugly (n., u.m.)
plumblime
plume
-crowned (u.m.)
maker
making
pluri (c.f.)
all one word
pluto (c.f.)
all one word
pneumato (c.f.)
-hydato-genetic
(u.m.)
rest one word
pneumo (c.f.)
all one word
pock
house
mark
-marked (u.m.)
-pit (v.)
pocket
#battleship
book (purse)
#book (book)
-eyed (u.m.)
knife
#lighter
piece
-sized (u.m.)
-veto (v.)
poet
-artist
#laureate
-painter
point
blank
#hole (printing)
#lace
#system
wise
poison
-dipped (u.m.)
#gas
maker
poke
#check
hole

pole

arm
-armed (u.m.)
ax
axer
burn
cat
-dried (u.m.)
horse
#jump
man
-pile (v.)
#rot
setter
-shaped (u.m.)
sitter
-stack (v.)
star
timber
trap
-vault (v.)
#vaulter
ward
wood
police
#dog
man
woman
policy
holder
maker
making
#racket
politico (c.f.)
-orthodox
rest one word
poll
book
#parrot
#tax
polo
#coat
#shirt
poly (c.f.)
all one word
pond
fish
man
pool
room
#table
poor
-blooded (u.m.)
farm
house
-spirited (u.m.)
will (bird)
pop
corn
eye
eyed
gun
over (n.)
up (n., u.m.)
poppy
-bordered (u.m.)
cock
field
fish
head
-red (u.m.)
seed
pork
#chop
eater
fish
#pie
port
crayon
cullis
#duty
fire
folio
hole
hook
man
manteau
-mouthed (u.m.)
side

port—con.

sider
#wine
porterhouse
post
#auger
#bellum
#bill
#binder
#boat
#brake
#captain
#card
#cedar
#chaise
#chariot
-Christian, etc.
#coach
#croaker (fish)
#day
#diem
#flag
-free (u.m.)
haste
#horn
#horse
#hospital (military)
#insulator
#locust
#meridiem
#mortem
m o r t e m (non-
literal)
#note
#oak
#obit
#octavo
#office
#partum
#race
#road
#route
#school (military)
#term
#town
#trader
audit, graduate,
etc.
as prefix, one word
pot
ash
bellied
belly
boil
boiled
boiler
bound
#cheese
#clay
#color
eye
hanger
head
herb
hole
hook
house
hunter
latch
lid
line
luck
man
pie
pourei
rack
#roast
shoot
shot
stone
ware
#wheel
whisky
work
potato
#field
#scab
-sick (u.m.)

poultry

#house
#keeper
-keeping (u.m.)
man
#raiser
-raising (u.m.)
#yard
pound
cake
-foolish (u.m.)
-foot
keeper
man
master
stone
worth
powder
-blue (u.m.)
box
#flag
#flask
#horn
#house
#keg
maker
making
man
#mill
#puff
#room
-scorched (u.m.)
power
boat
dive
-driven (u.m.)
house
line
load
#loom
-operated (u.m.)
pack
plant
saw
#shovel
site
prairie
#chicken
#dog
#schooner
praise
-deserving (u.m.)
-spoiled (u.m.)
worthiness
worthy
pre (pref.)
-Incan, etc.
audit, existing,
etc.
rest one word
president
-elect
#pro #tempore
press
#agent
-agency
board
fat
feeder
feeding
-forge (v.)
-made (u.m.)
man
mark
pack (v.)
plate
#proof (printing)
#revise
time
room
woman
work
worker
preter (pref.)
all one word
price
#cutter
-cutting (u.m.)
#fixer
-fixing (u.m.)

price—con.	proof—con.	punch—con.	quarter—con.	race—con.
#index	sheet	-marked (u.m.)	#boards	going
list	#spirit	#press	-bound (u.m.)	horse
-support (u.m.)	prop	punctureproof	-breed (u.m.)	like
prick	jet	pup #tent	-cast (u.m.)	track
-eared (u.m.)	wash	puppet	-cut (u.m.)	way
mark	proso (c.f.)	man	#day	rack
#punch	<i>all one word</i>	master	deck	block
seam	proto (c.f.)	#play	decker	-lashing (u.m.)
priest	-Egyptian, etc.	pure	man	way
craft	<i>rest one word</i>	blood	master	#wheel
fish	proud	blooded	-miler	work
hood	-blooded (u.m.)	bred	#note	radar
-prince	hearted	#line (biol.)	pace	man
prime	-looking (u.m.)	purple	-phase (u.m.)	scope
#minister	-minded (u.m.)	-blue (u.m.)	saw (v.)	radio
-ministerial (u.m.)	psalmbook	-clad (u.m.)	sawed	#amplifier
-ministership	pseudo (c.f.)	-colored (u.m.)	sawing	#antenna
-ministry	-Messiah, etc.	heart (wood)	sawn	#channel
primrose	-occidental	purse	#section	#communication
-scented (u.m.)	-official	making	staff	#control
tide	-orientalism	-proud (u.m.)	stretch	#engineer
time	-orthorhombic	#strings	#tone	#engineering
prince	-osteomalacia	push	-yearly (adv.)	#link
craft	-owner	ball	quartermaster	#range
hood	<i>rest one word</i>	button	#general	#receiver
-priest	psycho (c.f.)	card	-generalship	#set
#regent	-organic	cart	#sergeant	#spectator
print	<i>rest one word</i>	off (n., u.m.)	quasi	#transmitter
cloth	ptero (c.f.)	over (n., u.m.)	<i>all hyphenated</i>	#tube
line	<i>all one word</i>	pin	queen	#wave
out	public	-pull (u.m.)	#bee	frequency, iso-
script	hearted	up (n., u.m.)	cake	tope, etc.
shop	-minded (u.m.)	pusy	craft	<i>as combining form,</i>
works	-spirited (u.m.)	cat	fish	<i>one word</i>
printing	#works	foot	#mother	radiumtherapy
-in (n., u.m.)	pudding	footed	#olive	raz
#ink	face	footer	#post	bolt
#office	-faced (u.m.)	footing	#regent	#doll
-out (n., u.m.)	head	put	right	fish
#press	headed	back (n., u.m.)	quick	house
prison	wife (fish)	log	born	-made (u.m.)
bound	pun	off (n., u.m.)	-change (u.m., v.)	man
-free (u.m.)	back (bird)	-on (n., u.m.)	-drawn (u.m.)	picker
-made (u.m.)	bird	out (n., u.m.)	#fire	seller
prisoner-of-war	leg (bird)	-put (n.)	#firer	shop
(u.m.)	#paste	-up (n., u.m.)	foot	sorter
prize	pug	putter	freeze (u.m., v.)	tag
#court	mill	-forth	freezing (u.m.)	time
#crew	miller	-in	-handed (u.m.)	rail
fight	nose	-off	hatch	bird
fighter	nosed	-on	hearted	borne
fighting	-pile (v.)	-ont	lime	car
holder	pull	-through	sand	guard
#ring	back (n., u.m.)	-up	saver	head
taker	boat	putty	set	maker
taking	#box	blower	silver	making
winner	devil	-colored (u.m.)	silvered	man
-winning (u.m.)	down (n., u.m.)	head	silvering	-ridden (u.m.)
worthy	off (n., u.m.)	hearted	step	road
pro	-on (n., u.m.)	#knife	#time	roader
-Ally, etc.	out (n., u.m.)	work	-witted (u.m.)	roadman
#forma	over (n., u.m.)	puzzle	work (naut.)	setter
#number	-push (u.m.)	brain	quill	splitter
#rata	through (n., u.m.)	head	back	#train
#tem	up (n., u.m.)	headed	fish	way
#tempore	puller	man	tail	way #maker
-vice-chancellor	-in	pyo (c.f.)	work	wayman
<i>as prefix, one word</i>	-out	<i>all one word</i>	quin (c.f.)	rain
procto (c.f.)	pulp	pyro (c.f.)	<i>all one word</i>	band
<i>all one word</i>	board	<i>all one word</i>	quit	beat (n.)
profit	mill	Q	claim	-beaten (u.m.)
-and-loss (u.m.)	stone	-boat	claimed	bird
maker	wood	-fever	reint	bound
making	pulsejet	-ship	rabbit	bow
-sharing (u.m.)	pump	#drill	-backed (u.m.)	-bright (u.m.)
promptbook	handle (v.)	quadline	-eared (u.m.)	burst
prong	house	quadri (c.f.)	#fever	check
buck	man	-invariant	#foot	coat
-hoe (v.)	room	<i>rest one word</i>	hearted	drop
horn	punch	quarry	mouth	fall
-horned (u.m.)	board	#face	-mouthed (u.m.)	#forest
proof	card	man	kin	fowl
#paper	-drunk (u.m.)	stone	quarter	#gauge
#press	holder	quater	-angled (u.m.)	light
read	line	-back	course	maker
reader	mark	-bloom (u.m.)	goer	making
-reading				proof
room				-soft (u.m.)
				spout

rain—con.	razor	red—con.	rick	ring—con.
storm	back	#rot	rack	stand
tight	backed	shank (bird)	stand	stick
wash	bill	skin (n.)	yard	tail
water	-billed (u.m.)	-skinned (u.m.)	ridge	-tailed (u.m.)
rainbow	#blade	start (bird)	band	time
#chaser	edge	tall (bird)	land	-up (n., u.m.)
-colored (u.m.)	edged	tape (nonliteral)	pole	wall
rake	-keen (u.m.)	throat (bird)	poled	wise
hell	maker	-throated (u.m.)	rope	worm
hellish	making	ward	top	rip
off (n., u.m.)	man	wing (bird)	way	cord
ram	-sharp (u.m.)	wood	riffraff	rap
jet	strop	-yellow (u.m.)	rifle	rapping
line	razzle-dazzle	reed	bird	rapping
rod	re (pref.)	bird	man	roaring
shackle	-cover (cover	buck	maker	sack
ranch	again), -create	maker	making	saw
#hand	(create again),	plot	plot	snorter
house	etc.	#stop	shot	snorting
man	-cross-examination	-tached (u.m.)	rig	tide
woman	-ice	work	out (n., u.m.)	-up (n., u.m.)
range	-ink	reef	-up (n., u.m.)	river
finder	-redirect	#knoll	right	bank
keeper	evaluate, process,	#knot	about	bed
land	etc.	regionwide	about-face	borne
#light	rest one word	religio (c.f.)	-angle (u.m., v.)	#bottom
man	reading #room	all one word	-angled (u.m.)	craft
mark	ready	remainderman	#away	damp
rider	-built (u.m.)	repair	-born (u.m.)	flow
work	-handed (u.m.)	man	-hand (u.m.)	-formed (u.m.)
rapid	made (u.m.)	#shop	-handed (u.m.)	head
#fire	-mix (u.m.)	representative	-hander	#horse
#transit	#reference	#at large	-headed (u.m.)	man
rare	room	-elect	hearted	scape
#gas	-witted (u.m.)	research	most	side
ripe	rear	#study	-of-way	sider
rash	#end	#worker	#turn	wash
-brain (u.m.)	guard	resino (c.f.)	ward	way
-brained (u.m.)	most	all one word	#whale	-worn (u.m.)
-headed (u.m.)	view (u.m.)	respectworthy	winger (political)	road
-hearted (u.m.)	ward	rest	wingism (political)	bank
-minded (u.m.)	reception #room	#cure	wingism (politi-	bed
rat	record	house	cal)	block
bite	breaker	-refreshed (u.m.)	rim	book
catcher	breaking	room	base	builder
catching	keeper	retro (c.f.)	bound	building
fish	keeping	-ocular	-deep (u.m.)	craft
hole	maker	-omental	fire	fellow
-infested (u.m.)	making	-operative	land	head
line	recti (c.f.)	-oral	lock	hog
proof	all one word	rest one word	maker	house
#race	recto (c.f.)	rheo (c.f.)	making	maker
tail	all one word	all one word	rock	making
-tailed (u.m.)	red	rhinestone	#wheel	man
-tight (u.m.)	bait (v.)	rhino (c.f.)	ring	map
trap	baiter	all one word	-adorned (u.m.)	master
rate	belly	rhizo (c.f.)	-banded (u.m.)	#runner (bird)
-aided (u.m.)	bill	all one word	bark	#scraper
#base	-billed (u.m.)	all one word	bill	#show
#cutter	bird	rhod(o) (c.f.)	-billed (u.m.)	side
-cutting (u.m.)	#blood	all one word	#binder	sider
-fixing (u.m.)	-blooded (u.m.)	rhomb(o) (c.f.)	bird	stead
maker	bone	all one word	bolt	stone
making	breast (bird)	rib	bone	-test (v.)
payer	buck	band	boned	track
paying	bug	#cut	bound	way
-raising (u.m.)	cap (porter)	-pointed (u.m.)	craft	-weary (u.m.)
setting	coat (n.)	#roast	dove	wise
rattle	eye (n.)	work	eye (n.)	worthy
bones	-eyed (u.m.)	ribbon	giver	rock
box	-faced (u.m.)	back	giving	aby
brain	fin (fish)	-bound (u.m.)	goer	#bass
brained	finch	fish	head	bird
head	fish	maker	-in (n., u.m.)	born
headed	#fox	#snake	lead (v.)	bottom (nonlit-
ran	-haired (u.m.)	rice	leader	eral)
skull	handed	bird	maker	bound
skulled	head (n.)	field	master	#climber
snake	headed	grower	making	-climbing (u.m.)
trap	hearted	growing	neck (bird)	craft
raw	-hot (u.m.)	land	-necked (u.m.)	#crusher
boned	#lead	#paper	-off (n., u.m.)	#drill
bones	leg (bird)	-throwing (u.m.)	pin	#dust
-edged (u.m.)	-legged (u.m.)	#water	-porous (u.m.)	fall (n.)
hide	#letter	rich	-shaped (u.m.)	-fallen (u.m.)
-looking (u.m.)	line (n., u.m.)	-bound (u.m.)	side	fast
#wool	#man	-clad (u.m.)	sider	fill
	out (n., u.m.)	-looking (u.m.)	sight	firm
	poll (bird)		#spot	fish

rock—con. hearted man pile -ribbed (u.m.) #salt shaft slide staff #wool work	rope—con. walk walker way work rose -bright (u.m.) bud drop fish head -headed (u.m.) -scented (u.m.) -sweet (u.m.) tan time #tree #water worm rotor craft plane ship rotten -dry (u.m.) hearted -minded (u.m.) stone rough -and-ready (u.m.) -and-tumble (n., u.m.) cast (u.m., v.) -coat (v.) -cut (u.m.) draw (v.) dress (v.) dry (u.m., v.) -face (v.) -faced (u.m.) hearted hew hewer hewn house houser housing leg (hawk) -legged (u.m.) -looking (u.m.) neck necked ride rider setter shod -sketch (v.) slant (n.) string stuff tailed #work (n.) work (v.) wrought rougher -down -out -up roughing-in (u.m.) round about (n., u.m.) about-face -faced (u.m.) fish head headed house line -made (u.m.) mouthed nose (tool) out (n., u.m.) ridge (v.) robin (petition) seam table (panel) tail (fish) -tailed (u.m.) -topped (u.m.)	round—con. #trip -tripper up (n., u.m.) row boat lock house off (n., u.m.) port rub -a-dub down (n., u.m.) stone rubber band -down -lined (u.m.) neck necker nose (fish) -off #plant proofed -set (u.m.) stamp (nonliteral) (n., u.m., v.) #stamp (n.) -stamped (u.m.) stone rubble stone work ruby -hued (u.m.) -red (u.m.) -set (u.m.) tail throat (bird) -throated (u.m.) rudder #brake head hole post stock rule maker making monger #of #thumb rum -crazed (u.m.) runner running seller selling shop rumpus #room run about (n., u.m.) around (n., u.m.) away (n., u.m.) back (n., u.m.) by (n.) down (n., u.m.) fish holder -in (n., u.m.) keeper off (n., u.m.) -on (n., u.m.) out (n., u.m.) over (n., u.m.) through (n., u.m.) up (n., u.m.) way runner-up rush -bottomed (u.m.) #hour land light like Russo (c.f.) -Chinese, etc. <i>rest one word</i> rust -brown (u.m.) -eaten (u.m.)	rust—con. #fungus proof proofing -resistant (u.m.) -stained (u.m.) rye #bread #field S -bend -brake -iron -shaped -trap -wrench S -boat -ray Sabbath breaker breaking keeper keeping saber bill fish -legged (u.m.) tooth -toothed (u.m.) wing (bird) sable -cloaked (u.m.) fish Sabrejet saccharo (c.f.) <i>all one word</i> sack bearer cloth clothed #coat -coated (u.m.) #duty maker -making (u.m.) man -shaped (u.m.) time sacro (c.f.) <i>all one word</i> sad -eyed (u.m.) hearted iron #sack -voiced (u.m.) saddle back -backed (u.m.) bag bow cloth -graft (v.) #horse like maker -making (u.m.) nose -nosed (u.m.) #roof room #seat sick sore soreness #stitch -stitched (u.m.) #stitcher tree -wire (u.m.) wise safe blower blowing breaker breaking	safe—con. cracker cracking -deposit (u.m.) guard guarded guarding #hit hold keeper keeping light (photog.) maker making sage brush brusher leaf -leaved (u.m.) #tea sail boat cloth -dotted (u.m.) fish flying keeper maker making plane room yard sailor fish -laborer man -minded (u.m.) proof saint like maker making sale goer note room work yard sales book clerk lady man manship people person room #tax woman worker salmon -colored (u.m.) #fishing -red (u.m.) saloon #deck keeper salpingo (c.f.) -oophorectomy -oophoritis -ovariotomy -ovaritis <i>rest one word</i> salt box catch cellar -cured (u.m.) #fish house #lick maker making man #marsh master mouth pack pan peter
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salt—con.	sap	scale—con.	school—con.	screen—con.
pit	bush	smith	-trained (u.m.)	play
pond	#flow	tail	ward	writer
#pork	-green (u.m.)	work	work	screw
room	head	worm	yard	ball
shaker	headed	scandal	#year	barrel
spoon	#rot	#bearer	scientifico (c.f.)	bolt
spoonful	#stain	monger	<i>all one word</i>	bound
sprinkler	sucker (bird)	mongering	scissor	cap
#water	wood	scape	bill	#collar (u.m.)
worker	sapphire	goat	bird	down (u.m.)
works	-blue (u.m.)	#wheel	-fashion (u.m.)	drive (v.)
yard	-colored (u.m.)	scapulo (c.f.)	#grinder	-driven (u.m.)
salver	wing (bird)	<i>all one word</i>	hold	driver
form	sarco (c.f.)	scar	maker	head
-shaped (u.m.)	<i>all one word</i>	-clad (u.m.)	-making (u.m.)	hook
sample	sash	face	#sharpener	jack
#book	cord	-faced (u.m.)	smith	-lifted (u.m.)
#box	house	scare	tail	maker
#case	line	bird	-tailed (u.m.)	making
maker	maker	crow	-winged (u.m.)	man
-making (u.m.)	making	devil	scissors	nut
man	#weight	fish	-fashion (u.m.)	plug
room	sat in	hawk	maker	post
sand	#cloth	head	-making (u.m.)	#propeller
bag	fin (fish)	monger	-shaped (u.m.)	ship
bagged	#glass	mouse	#smith	stock
bagger	-lined (u.m.)	proof	sclero (c.f.)	#thread
bagging	-smooth (u.m.)	sheep	-oophoritis	-threaded (u.m.)
bank	#weave	sleep	-optic	-turned (u.m.)
bar	sauce	thief	<i>rest one word</i>	#wheel
bath	boat	scarf	score	scroll
bin	box	#cloud	board	head
blast	dish	pin	book	work
blasted	man	maker	card	scrub
blaster	pan	making	keeper	bird
blasting	sauer	skin	keeping	board
blown	braten	wise	sheet	land
board	kraut	scarlet	scot-free (u.m.)	#typhus
box	save-all (n., u.m.)	-breasted (u.m.)	Scoto (c.f.)	scumboard
boy (insect)	saw	-fever	-Britannic, etc.	scuttlebutt
-built (u.m.)	back	-red (u.m.)	Scots	scythe
-buried (u.m.)	belly	scatter	man	maker
-cast (u.m., v.)	bill (bird)	brain	woman	making
culture	-billed (u.m.)	brained	scour	man
#dune	bones (n.)	good	fish	-shaped (u.m.)
fill	buck	#rug	way	smith
fish	dust	scene	scout	stone
flea	-edged (u.m.)	craft	#badge	work
glass	filer	#painter	#car	sea
heat	fish	shifter	craft	#anchor
hill	fitter	wright	#cruiser	#base
-hiller	#guard	schisto (c.f.)	hood	-based (u.m.)
hog	#handle	<i>all one word</i>	master	#bass
hole	horse	schizo (c.f.)	scrap	-bathed (u.m.)
lapper	#log	<i>all one word</i>	basket	beach
line	maker	school	book	-beaten (u.m.)
lot	making	bag	box	bed
lotter	man	#board	#heap	#bird
man	mill	book	#iron	-blue (u.m.)
necker (bird)	-pierce (v.)	bookish	man	board
paper	setter	boy	#paper	#boat
papered	smith	bred	works	-born (u.m.)
paperer	timber	bus	scrape	borne
papering	-toothed (u.m.)	child	-finished (u.m.)	bound
peep (bird)	way	children	gut (n.)	-bred (u.m.)
pile	worker	craft	penny	coast
pipe	sax	dame	shoe (n.)	#cow
pipec	board	day	scratch	craft
pit	cornet	fellow	board	-deep (u.m.)
-pump (u.m., v.)	horn	girl	brush	dog
shoe	tuba	going	-brusher	#dragon
spit	say	house	cat	-driven (u.m.)
stone	-nothing (n., u.m.)	keeper	-coated (u.m.)	drome
storm	-so (n.)	keeping	#pad	-ear (mollusk)
table	scabland	ma'am	#test	-encircled (u.m.)
weld (v.)	scale	-made (u.m.)	work	fare (food)
-welded (u.m.)	bark	maid	screech	farer (traveler)
-welding (u.m.)	#beam	man	bird	faring
sandy	board	master	#owl	fighter
-bottomed (u.m.)	book	mate	screen	folk
-red (u.m.)	-bright (u.m.)	miss	land	food
sangfroid	down (n., u.m.)	mistress	line	fowl
sans	drake	room	maker	front
#peer	fish	ship	making	#gate
#serif	maker	-taught (u.m.)	man	girt
#souci	making	teacher	out (n., u.m.)	goer
	man	teaching	#plate	going
	pan	time		-green (u.m.)
	-reading (u.m.)			

sea-con.	secretary-con.	service-con.	shake	sheep-con.
hound	-generality	#stripe	#cabin	herding
lane	-generalship	wide	down (n., u.m.)	hook
#level	ship	woman	out (n., u.m.)	keeper
lift	-treasurer	servo	proof	keeping
like	section	amplifier	up (n., u.m.)	-kneed (u.m.)
#lion	#crew	control	shallow	land
man	#gang	mechanism	brained	like
mark	#band	motor	-draft (u.m.)	man
#mile	#man	system	-headed (u.m.)	master
#mule	see	sesqui (c.f.)	hearted	nose (apple)
#otter	catch	<i>all one word</i>	pated	pen
piece	saw	set	shame	shank
plane	seed	-aside (n., u.m.)	-crushed (u.m.)	shear (v.)
port	bed	back (n., u.m.)	face	shearer (n.)
power	bird	bolt	facéd	shearing
quake	borne	down (n., u.m.)	proof	shears
#room	box	-fair (n.)	sick	shed
scape	cake	head	worthy	sick
#scout	case	-in (n., u.m.)	shank	skin
scouting	coat	line	bone	split
shell	eater (bird)	off (n., u.m.)	#mill	stealer
shine	kin	-on (n., u.m.)	piece	stealing
shore	lac	out (n., u.m.)	shapeup (n., u.m.)	walk
sick	#plant	over (n., u.m.)	share	-white (u.m.)
sickness	#pod	piece	#beam	-witted (u.m.)
side	stalk	pin	bone	sheer
stroke	time	broker	broken	line
#time (clock)	seer	-stitched (u.m.)	cropper	off (n., u.m.)
#train	band	-to (n., u.m.)	holder	up (n., u.m.)
wall	fish	wise	out (n., u.m.)	sheet
-walled (u.m.)	sucker	work	sharkskin	#anchor
ward	seismo (c.f.)	setter	sharp	block
ware	<i>all one word</i>	-forth	-angled (u.m.)	flood
#water	selectman	-in	-cut (u.m.)	#glass
way	self	-on	-edged (u.m.)	rock
weed	dom	-out	-freeze (u.m., v.)	ways
weedy	hood	up	-freezer	wise
wide	less	settle	-looking (u.m.)	work
wife (fish)	ness	brain	saw (bird)	writing
wing	same	down (n., u.m.)	-set (u.m.)	shelf
worn	ward	seven	shod	#life
worthiness	<i>reflexive prefix, use hyphen</i>	-branched (u.m.)	shooter	#list
worthy	sell	fold	shooting	piece
-wrecked (u.m.)	off (n., u.m.)	folded	tail (bird)	#plate
seal	out (n., u.m.)	penny (nail)	-tailed (u.m.)	shell
-brown (u.m.)	semi (pref.)	score	ware	back
maker	-armor-piercing	-shooter	-witted (u.m.)	burst
making	(u. m.)	-up (n.)	shatter	burst
skin	-Christian, etc.	severalfold	brain	cracker (fish)
seam	-idleness, -indirect, etc.	sewer	brained	eater (bird)
blasting	-winter-hardy	line	proof	fire
like	(u. m.)	man	shave	fish
rend (v.)	annual, arid, etc.	#pipe	hook	fishery
stitch	<i>rest one word</i>	sex	tail	#game
weld (v.)	send	annulate, radiate, etc., <i>all one word, as combining form</i>	shear	hole
-welded (u.m.)	off (n., u.m.)	#cell	bill (bird)	-like
-welding (u.m.)	out (n., u.m.)	#hormone	hog	man
search	senso (c.f.)	#intergrade	man	proof
light	<i>all one word</i>	-limited (u.m.)	pin	shock
plane	sentence	#linkage	tail (bird)	shocked
room	#maker	shad	water (bird)	work
seat	-making (u.m.)	-bellied (u.m.)	waters	worker
belt	#monger	belly	sheath	shelter
#cover	sepi (c.f.)	bird	bill	belt
maker	<i>all one word</i>	shade	#knife	#half
making	septo (c.f.)	-giving (u.m.)	-winged (u.m.)	#tent
-mile	<i>all one word</i>	-grown (u.m.)	shed	#trench
work	sergeant	tail	hand	wood
second	#at #arms	shadow	man	shield
-class (u.m.)	fish	box (v.)	biter	#bearer
-degree (u.m.)	#major	boxing	biting	maker
-foot	serio (c.f.)	gram	cote	-shaped (u.m.)
-guess (v.)	<i>all one word</i>	graph	crook	tail
hand (adv., u. m.)	sero (c.f.)	land	dip	shilly
#hand (n.)	<i>all one word</i>	#line	#dog	-shallier
#in #command	serrate	#stitch	facéd	-shally
-rate (u.m.)	-ciliate (u. m.)	shag	#farm	shin
-rater	-dentate (u. m.)	bark	fold	bone
#sight	serveout (n., u. m.)	-haired (u. m.)	gate	guard
-sighted (u. m.)	service	tail	headed	plaster
secret	-connected (u. m.)	shake	hearted	shiner-up
monger	man	herder	herder	ship
#service				board
#society				borne
secretary				
#general				

ship—con.	shop—con.	show—con.	side—con.	simple—con.
bound	mark	room	track	-rooted (u.m.)
boy	mate	through (print-	walk	-witted (u.m.)
breaker	owner	ing) (n., u.m.)	wall	simulcast
breaking	-soiled (u.m.)	up (n., u.m.)	way	sin
broken	talk	yard	ways	-born (u.m.)
broker	walker	shower	-wheeler	-bred (u.m.)
builder	wear	#bath	winder	proof
building	window	proof	wise	sieve
#lever	woman	shredout (n., u.m.)	sieve	like
keeper	work	shrimp	like	maker
lap	worn	#catcher	making	making
load	shore	fish	sight	#edge
man	#bird	-pink (u.m.)	hole	proof
mast	#boat	shroud	reader	read
master	fast	-laid (u.m.)	saver	reading
mate	going	line	saving	see
owner	land	plate	seeing	seer
owning	#leave	shuffie	seer	setter
plane	line	board	seter	worthy
-rigged (u.m.)	man	wing (bird)	stick	sign
shape	side	shunt	sticker	board
side	short	#winding	#stitch	man
smith	-armed (u.m.)	-wound (u.m.)	#tax	off (n., u.m.)
way	bread	shut	#track	-on (n., u.m.)
work	cake	away (n., u.m.)	tree	#painter
worm	change (v.)	down (n., u.m.)	sink	post
wreck	changer	eye (n., u.m.)	box	up (n., u.m.)
wrecked	#circuit	-in (n., u.m.)	head	writer
wright	-circuited (u.m.)	-mouthed (u.m.)	hole	signal
yard	comer	out (n., u.m.)	room	man
shipping	coming	up (u.m.)	stone	#tower
#master	cut (n., u.m., v.)	shuttle	Sino (c.f.)	silico (c.f.)
#office	fall (n.)	cock	-Japanese, etc.	all one word
#room	-fed (u.m.)	#race	sister	grower
shirt	hand (writing)	wise	-german	man
band	-handed (u.m.)	sick	hood	#screen
maker	head (whale)	-abed (n., u.m.)	-in-law	-stockinged (u.m.)
making	horn (n., u.m.)	bay	sit	stalking (u.m.)
man	-horned (u.m.)	bed	down (n., u.m.)	bird
#leeve	-lasting (u.m.)	#call	-downer	woman
tail	leaf (u.m.)	hearted	fast (n., u.m.)	work
waist	-lived (u.m.)	#leave	up (n., u.m.)	works
shock	rib	list	sitter	worm
#cord	run (u.m.)	room	-by	pan
head	#sale	sickle	-out	stone
headed	-shunt (u.m.)	bill	sitting #room	back (bird)
#therapy	sighted	-billed (u.m.)	sitzmark	-backed (u.m.)
#troops	#snorter	man	six	beater
#wave	staff	-tailed (u.m.)	-cylindereed (u.m.)	belly (fish)
shoe	stop	side	fold	bill (bird)
binder (bird)	tail (n.)	arms	penny (nail)	-bright (u.m.)
black	#term	band	-ply (u.m.)	fin (fish)
box	#ton	board	score	fish
boy	wave (radio)	bone	-shooter	#fox
brush	shot	burns	-wheeler	-gray (u.m.)
#buckle	gun	car	sizeup (n., u.m.)	-haired (u.m.)
craft	hole	check	sketch	-lead (u.m.)
horn	maker	-cut (u.m.)	book	-leaved (u.m.)
lace	man	dress (v.)	#plan	plate (v.)
#last	proof	flash	skew	-plated (u.m.)
maker	putting	head (printing)	back	-plating (u.m.)
making	star	hill	backed	point (drawing)
man	shoulder	hook	bald	print
pack	#blade	kick	#table	side(s) (fish)
scraper	-high (u.m.)	lap	wise	skin
shine	#strap	#light (literal)	ski	smith
shop	shovel	light (nonliteral)	#jump	smithing
store	bill	#line (literal)	#lift	spot (butterfly)
string	fish	line (nonliteral)	plane	tail (fish)
tree	head (fish)	long	#skid	tip
shoot	-headed (u.m.)	note	#chain	-tongued (u.m.)
man	maker	piece	#fin	top
off (n., u.m.)	making	plate	lift (truck)	proof
shop	man	play	road	road
board	nose	#road	way	way
book	-nosed (u.m.)	saddle	skim #milk	work
boy	show	shake	skin	worker
breaker	bird	show	bound	simon-pure (u.m.)
breaking	board	slip	-clad (u.m.)	simple
folk	boat	splitter	deep	-headed (u.m.)
girl	card	splitting		hearted
keeper	case	step		-minded (u.m.)
keeping	down (n., u.m.)	stitch		
lifter	girl	-stitched (u.m.)		
lifting	man	sway		
like	off (n., u.m.)	swipe		
-made (u.m.)	piece	swiper		
man	place			

skin—con.	slave	slop	smoke—con.	snow—con.
diver	-born (u.m.)	-built (u.m.)	room	land
diving	-deserted (u.m.)	maker	screen	line
flint	holder	making	shop	melt
-graft (v.)	holding	man	stack	-melting (u.m.)
#test	land	-molded (u.m.)	tight	mobile
tight	#market	over (n., u.m.)	smoking #room	pack
skip	owner	room	smooth	pit
jack	ownership	seller	bore	plow
man	pen	shop	bored	scape
#numbering	#trade	stone	-browed (u.m.)	shade
tail	#worker	work	-east (u.m.)	shed
skirt	Slavo (c.f.)	worker	mouthed	shine
board	-Hungarian, etc.	slope	-tongued (u.m.)	shoe
#dance	sledge	-faced (u.m.)	-working (u.m.)	shoer
marker	#hammer	ways	snackbar	sled
skull	-hammered (u.m.)	wise	snail	slide
cap	meter	slow	eater (bird)	slip
fish	sleep	belly	-paced (u.m.)	storm
skunk	-filled (u.m.)	down (n., u.m.)	-slow (u.m.)	suit
bill	marken (fish)	-footed (u.m.)	snail's #pace	-topped (u.m.)
head	talker	going	snake	#water
top	walker	headed	bird	-white (u.m.)
sky	walking	hearted	bite	snuff
-blue (u.m.)	sleepy	-motion (u.m.)	-bitten (u.m.)	box
gazer	-eyed (u.m.)	mouthed	#doctor	maker
-high (u.m.)	head	poke	-eater	making
lark	headed	#time	-eyed (u.m.)	-stained (u.m.)
larking	-looking (u.m.)	up (n., u.m.)	fish	so
lift	sleet	-witted (u.m.)	head	-and-so
light	proof	worm	hole	beit (n., conj.)
line	storm	slug	holding	-called (u.m.)
look (v.)	#wheel	-cast (v.)	neck (bird)	-seeming (u.m.)
man	sleeve	caster	piece	-so
#map	band	casting	pit	soap
#pilot	board	sluice	skin	box
rocket	fish	box	stone	bubble
sail	maker	#gate	snap	bubbly
scape	#nut	way	back	dish
scraper	#setter	slum	dragon	fast
shine	sleuth	dweller	#fastener	#fat
#train	dog	gullion	head	fish
#truck	hound	gun	holder	flakes
ward	slide	land	hook	maker
wave	film	slumber	ring	making
way	head	-bound (u.m.)	roll	#opera
write (v.)	knot	land	shooter	rock
writer	man	small	shooting	stock
writing	#rule	#arms	shot	stone
slab	#valve	-ankled (u.m.)	shotted	suddy
man	way	#businessman	shotter	suds
-sided (u.m.)	sling	hearted	shotting	sob
stone	ball	-hipped (u.m.)	-up (u.m.)	proof
slack	shot	mouthed	snapper	#sister
-bake (v.)	stone	-scale (u.m.)	-back	#story
-filled (u.m.)	slinkskin	sword	-up	#stuff
#water	slip	talk	snipe	sober
#wire	along (u.m.)	time (u.m.)	bill	-minded (u.m.)
slambang	back	town (u.m.)	#eel	sided
slant	band	ware	fish	sides
-eyed (u.m.)	board	smart	-nosed (u.m.)	social
wise	case	#aleck	sniperscope	#work
slap	cover	-alecky (u.m.)	sniperscope	#worker
bang	house	-looking (u.m.)	snow	socio (c.f.)
dab	knot	#set	ball	-official
dash	#law	-tongued (u.m.)	bank	economic, etc.
down (n., u.m.)	-on (n., u.m.)	smash	berg	<i>rest one word</i>
happy	over (n., u.m.)	board	bird	sock
jack	#proof (printing)	up (n., u.m.)	blind	eye
slap	proof	smear	blinded	maker
stick	ring	case	#blindness	making
-up (n., u.m.)	sheet	#culture	blink	sod
slate	-shelled (u.m.)	smoke	block	bound
-blue (u.m.)	shod	-blinded (u.m.)	-blocked (u.m.)	buster
-colored (u.m.)	slop	bound	bound	culture
like	sole	box	break	#grass
maker	step	-brown (u.m.)	#bunting (bird)	#house
making	stitch	chaser	cap	work
work	stream	-dried (u.m.)	capped	soda
works	top	-dry (v.)	-choked (u.m.)	#granite
write (v.)	topped	-died (u.m.)	clad (u.m.)	jerk
writing	-up (n., u.m.)	-filled (u.m.)	#cover	#pop
yard	ware	house	-covered (u.m.)	#water
slaughter	washer	jack	craft	sofa
house	way	jumper	drift	#bed
man	slit	jumping	fall	#maker
pen	-eyed (u.m.)	-laden (u.m.)	field	-making (u.m.)
yard	shell	pot	flake	-ridden (u.m.)
	#skirt	proof	hammer (bird)	#seat
			house	

soft	sound—con.	spare	spider	split—con.
ball	film	-bodied (u.m.)	#crab	fruit
-boiled (u.m.)	headed	rib	-legged	mouth
brained	hearted	#room	-spun (u.m.)	saw
#coal	-minded (u.m.)	spark	#web (n.)	#second
#drink	off (n., u.m.)	back	web (u.m., v.)	tail (fish)
#goods	proof	#coil	#wheel	-tongued (u.m.)
head	track	#gap	work	up (n., u.m.)
hearted	#wave	over (n., u.m.)	spike	worm
like	soup	#plug (literal)	bill	spoilsport
-pedal (v.)	bone	plug (nonliteral)	-billed (u.m.)	spoils
-shelled (u.m.)	house	spatter	fish	man
-soap (nonliteral)	like	dash	horn	monger
(v.)	#plate	work	-kill (v.)	spoke
-soaper (nonliteral)	spoon	speakeasy (n.)	like	shave
-spoken (u.m.)	#stock	spear	#nail	stitch
tack	sour	bound	-pitch (v.)	-stitching (u.m.)
wood	belly	cast	tail	spokes
soldier	bread	fish	spile	man
bird	dough (n.)	head	hole	woman
-fashion (u.m.)	faced	-high (u.m.)	worm	spondylo (c.f.)
fish	#grapes	man	spill	<i>all one word</i>
hearted	headed	proof	over (n., u.m.)	sponge
like	hearted	-shaped (u.m.)	way	#bath
proof	-natured (u.m.)	#thrower	spindle	cake
sole	-sweet	speckle	-formed (u.m.)	#cloth
cutter	sourcebook	belly	head	diver
cutting	south	breast (bird)	-legged (u.m.)	-diving (u.m.)
piece	-born (u.m.)	-breasted (u.m.)	legs	-shaped (u.m.)
plate	borne	spectro (c.f.)	shanks	spongio (c.f.)
print	bound	<i>all one word</i>	tail	<i>all one word</i>
somato (c.f.)	-central (u.m.)	speech	worm	spool
<i>all one word</i>	east	-bereft (u.m.)	spine	winder
some	east-bound (u.m.)	bound	#ache	wood
body	eastern	craft	bill	spoon
day	#end	maker	bone	-beaked (u.m.)
how	going	-making	-broken (u.m.)	bill (bird)
one (anyone)	land	-read (v.)	-pointed (u.m.)	-billed (u.m.)
#one (distributive)	lander	#reading	tail	bread
place (adv.)	paw	writer	spinning #wheel	drift
thing	#side	writing	spino (c.f.)	-fed (u.m.)
time (adv., u.m.)	-sider	speed	-olivary	maker
#time (some time ago)	-southeast	boat	<i>rest one word</i>	making
times	ward	boating	spirit	-shaped (u.m.)
what	west	boatman	-born (u.m.)	ways
where	west-bound (u.m.)	#cop	-broken (u.m.)	wise
son	wester	letter	land	spore
-in-law	soybean	trap	#level	former
#of #man	sov	up (n., u.m.)	wise	forming
song	back	way	#world	#fruit
bird	backed	writing	#writing	#print
book	belly	spell	spit	sporo (c.f.)
craft	bug	bind	ball	<i>all one word</i>
fest	space	binder	baller	sports
land	band	binding	box	#editor
maker	bar	bound	fire	man
making	craft	craft	poison	manlike
man	-cramped (u.m.)	down (n., u.m.)	stick	#page
worthy	#key	-free (u.m.)	spite	wear
wright	man	proof	#fence	woman
writer	mark	word	#wall	writer
writing	#rule (printing)	work	work	spot
sonobuoy	ship	spelling	splanchno (c.f.)	#check
sooth	#time	down (n.)	<i>all one word</i>	-checked (u.m.)
fast	writer	#match	splash	-face (v.)
say	spade	spelter	board	light
sayer	-dug (u.m.)	man	#dam	weld (v.)
saying	fish	#solder	proof	welded (u.m.)
sore	foot	spend	spatter	-welding (u.m.)
-eyed (u.m.)	-footed (u.m.)	-all (n.)	faced	spray
foot (n.)	#handle	thrift	work	board
-footed (u.m.)	maker	spermato (c.f.)	splay	#gun
head (n., u.m.)	making	<i>all one word</i>	foot	room
headed	man	spermo (c.f.)	footed	-washed (u.m.)
hearted	-shaped (u.m.)	<i>all one word</i>	mouth	spread
#throat	work	spheno (c.f.)	mouthed	board
sorry	span	-occipital	spleen	-eagle (u.m., v.)
hearted	-long (u.m.)	<i>rest one word</i>	-born (u.m.)	head
-looking (u.m.)	-new (u.m.)	sphinxlike	sick	out (n., u.m.)
soul	piece	sphygmo (c.f.)	-swollen (u.m.)	over (n., u.m.)
-deep (u.m.)	Spanish	<i>all one word</i>	spleno (c.f.)	-set (v.)
mate	#American	spice	<i>all one word</i>	sprink
-searching (u.m.)	-Arab	box	splinter	back (bookbind-
sick	-born (u.m.)	-burnt (u.m.)	#bar	ing)
sound	-speaking (u.m.)	cake	proof	board
-absorbing (u.m.)	spar	house	split	bok
board	#buoy	-laden (u.m.)	beak (bird)	-born (u.m.)
#field	#deck	land	finger (crustacean)	buck
			#flap	-clean (v.)

spring—con.	stag—con.	star—con.	steam—con.	step—con.
#fever	horn	nose (mole)	#engine	grandchild
finger	-horned (u.m.)	proof	fitter	grandfather
fish	hound	shake	fitting	grandson
-grown (u.m.)	hunt	#shell	#heat	-in (n., u.m.)
halt	hunter	shine	#gage	ladder
head	hunting	shoot	pipe	mother
house	skin	-spangled (u.m.)	pipng	nephew
like	stage	stone	plant	off (n., u.m.)
#lock	coach	stroke	power	-on (n., u.m.)
maker	craft	-studded (u.m.)	-pocket (v.)	over (n., u.m.)
making	hand	throat (bird)	-propelled (u.m.)	parent
-plow (v.)	land	#time	roll (v.)	relationship
-plowed (u.m.)	like	#wheel	roller (u.m., v.)	sister
tail	line	wise	room	son
tide (season)	man	worm	ship	stone
time	#set	starch	table	#turn
trap	-struck (u.m.)	board	tight	uncle
sprit	wise	#corn	tightness	-up (n., u.m.)
sail	worthy	maker	steamer	way
tail	stair	making	-borne (u.m.)	wise
spur	builder	man	#line	stepping
-clad (u.m.)	building	room	load	-off (u.m.)
-driven (u.m.)	case	works	steel	-out (u.m.)
gall	head	stark	-blue (u.m.)	#pace
-galled (u.m.)	step	-blind (u.m.)	bound	stone
-heeled (u.m.)	stepper	-mad (u.m.)	-bright (u.m.)	stereo (c.f.)
like	way	-naked (u.m.)	-cased (u.m.)	<i>all one word</i>
maker	#well	-raving (u.m.)	clad	stern
making	work	starter-off	#electrotype	castle
#track	stake	startup (n., u.m.)	#engraving	-faced (u.m.)
way	head	stat (pref.)	-framed (u.m.)	foremost
spurnwater	holder	<i>all one word</i>	-hard (u.m.)	-heavy (u.m.)
spy	master	State	head	-looking (u.m.)
boat	stale	-aided (u.m.)	hearted	man
glass	mate	#line	maker	most
hole	-worn (u.m.)	-owned (u.m.)	making	post
tower	stall	state	master	son
square	board	craft	plate	ward
-bottomed (u.m.)	-fed (u.m.)	hood	proof	way
-built (u.m.)	-fed (v.)	house	ware	#wheel
#dance	keeper	making	#wool	-wheeler
#deal	man	quake	work	sterno (c.f.)
#edge	stamp	room	worker	<i>all one word</i>
-faced (u.m.)	book	side	works	stetho (c.f.)
flipper	-licking (u.m.)	sider	yard	<i>all one word</i>
#foot	man	way	steep	land (geol.)
head	#tax	wide	land (geol.)	-rising (u.m.)
headed	stand	by (n., u.m.)	-rising (u.m.)	-to (u.m.)
#knot	by (n., u.m.)	down (n., u.m.)	-to (u.m.)	-up (u.m.)
#mark	down (n., u.m.)	fast (n., u.m.)	-up (u.m.)	-walled (u.m.)
#mile	fast (n., u.m.)	-in (n., u.m.)	steep	chase
-rigged (u.m.)	off (n., u.m.)	offish	chaser	-high (u.m.)
#root	out (n., u.m.)	out (n., u.m.)	jack	top
-set (u.m.)	pat	pat	steerageway	stem
shooter	patter	pattism	statue	#blight
tail (fish)	pipe	point	craft	#end
#wave	post	post	like	head
squaw	still (n., u.m.)	up (n., u.m.)	maker	post
fish	up (n., u.m.)	standard	making	Frut
man	#bearer	#bearer	statute	sick
squeeze	bred	#breed	-barred (u.m.)	sickness
-in (n., u.m.)	#breed	#gage	#book	ware
out (n., u.m.)	#time	#time	#mile	winder
#play	stander-by	stander-by	stay	work
up (n., u.m.)	staphylo (c.f.)	staphylo (c.f.)	-at-home (n., u.m.)	work
squirrel	<i>all one word</i>	<i>all one word</i>	bar	stencil
#cage	star	blind	bolt	#cutter
fish	blind	board	boom	-cutting (u.m.)
-headed (u.m.)	board	bright	#girder	maker
stable	craft	craft	lace	making
boy	dust	dust	log	#paper
fly	finch	finch	maker	steno (c.f.)
keeper	fish	fish	making	<i>all one word</i>
man	gaze	gaze	pin	step
stack	gazer	gazer	plow	aunt
freed	gazing	gazing	sail	brother
man	-led (u.m.)	-led (u.m.)	wire	child
room	light	light	steam	dance
stand	like	like	boating	dancer
up (n., u.m.)	lit	lit	boatman	dancing
yard	lite (gem)	lite (gem)	car	daughter
staff			-cooked (u.m.)	down (n., u.m.)
-herd (v.)			-driven (u.m.)	father
man				
stag				
-handled (u.m.)				
head				
-headed (u.m.)				

sting-con.	stone-con.	stout	stray-con.	stucco
ray	crusher	-armed (u.m.)	#line	-fronted (u.m.)
tail (fish)	cutter	hearted	mark	work
stink	cutting	heartedness	stream	work
ball	-dead (u.m.)	-minded (u.m.)	bank	stuck
bird	-dead (u.m.)	wood	bed	up (n., u.m.)
bomb	-eyed (u.m.)	stove	flow	-upper
bug	fish	brush	head	-upplish (u.m.)
damp	fly	-heated (u.m.)	line	stud
pot	hand (printing)	house	lined	bolt
stone	hatch (bird)	#length	liner	book
stir	head	maker	side	fish
about (n., u.m.)	hearted	making	ward	horse
-up (n., u.m.)	layer	man	way	mare
stitch	laying	pipe	street	#print
bird	lifter	wood	-bred (u.m.)	work
down (n., u.m.)	man	stow	car	stuntman
up (n., u.m.)	mason	away (n., u.m.)	cleaner	stupid
work	pecker (bird)	bord	-cleaning (u.m.)	head
stock	#proof (printing)	down (n., u.m.)	-sold (u.m.)	-headed (u.m.)
#block	shot	#net	sweeper	-looking (u.m.)
board	#wall (n.)	wood	sweeping	sturdy
book	wall (u.m.)	straddle	walker	hearted
boy	ware	back	walking	-limbed (u.m.)
breeder	work	bug	ward	stylebook
breeding	worker	-face (v.)	way	stylo (c.f.)
broker	#writing	-legged (u.m.)	strepto (c.f.)	<i>all one word</i>
brokerage	yard	wise	<i>all one word</i>	sub (pref.)
broking	stony	straight	stretch	-Himalayan, etc.
#car	-eyed (u.m.)	away	#bearer	machinegun
father	#ground	-backed (u.m.)	man	#rosa, #specie, etc.
feeder	hearted	-cut (u.m.)	stretchout (n., u.m.)	-subcommittee
feeding	#land	edge	strife	polar, standard,
fish	stop	-edged (u.m.)	maker	etc.
holder	back (n.)	#face	making	<i>rest one word</i>
holding	block	-faced (u.m.)	monger	subject
house	board	forward	strike	-object
jobber	clock	head	breaker	-objectivity
jobbing	cock	-legged (u.m.)	breaking	subter (pref.)
judging	gap	#line	-in (n., u.m.)	<i>all one word</i>
keeper	hound	-lined (u.m.)	out (n., u.m.)	such
keeping	#key	-out (n., u.m.)	over (n., u.m.)	-and-such
list	light	#run	striker	like
maker	list	-spoken (u.m.)	-in	wise
making	log	#time	-out	suck
man	-loss (u.m.)	-up (u.m.)	string	-egg (n., u.m.)
owner	off (n., u.m.)	-up-and-down	board	fish
pile	over (n., u.m.)	(u.m.)	course	fly
piled	watch	way	halt	hole
piling	water	wise	halted	-in (n., u.m.)
pot	work	strainerman	maker	stone
proof	storage #room	strainslip	making	sugar
raiser	store	strait	man	#beet
raising	house	-cheded (u.m.)	piece	bird
rack	keeper	jacket	#plate	#bowl
room	keeping	laced	#proof (density)	cake
-still (u.m.)	man	lacing	ways	cane
stone	room	stranglehold	strip	-coat (v.)
taker	ship	strap	cropping	-coated (u.m.)
taking	wide	-bolt (v.)	#map	-cured (u.m.)
truck	storm	hanger	#mine	house
work	-beaten (u.m.)	head	#pit	loaf
wright	bird	-shaped (u.m.)	#printing	maker
yard	bound	watch	tease	making
stoke	cock	work	teaser	plum
hold	flow	strato (c.f.)	strong	spoon
hole	-laden (u.m.)	<i>all one word</i>	-arm (u.m., v.)	sweet
stomach	proof	straw	back (nautical)	#water
#ache	#sash	berry #field	-backed (u.m.)	works
-filling (u.m.)	-swept (u.m.)	bill (bird)	box	suitcase
#pump	tight	board	brained	suifa (c.f.)
-shaped (u.m.)	-tossed (u.m.)	boss	headed	<i>all one word</i>
-sick (u.m.)	#trooper	-built (u.m.)	hearted	sulfo (c.f.)
-weary (u.m.)	ward	hat	hold	<i>all one word</i>
stomato (c.f.)	wind	man	#man	sulfon (c.f.)
<i>all one word</i>	#window	-rooted (u.m.)	-minded (u.m.)	<i>all one word</i>
stone	story	splitter	point (n.)	sullen
bird	book	splitting	room	hearted
biter	#hour	stack	stub	-natured (u.m.)
blind	land	stacker	#nail	summer
boat	maker	-stuffed (u.m.)	#pen	bird
brash	making	#vote	runner	castle (naut.)
breaker	teller	walker	-foed (u.m.)	-clad (u.m.)
breaking	telling	work	wing	#day
broke	time	worm	stubble	-dried (u.m.)
brood	work	yard	#field	-fallow (v.)
cast	writer	-yellow (u.m.)	-mulch (u.m.)	house
chat (bird)	writing	stray	stubborn	land
-cold (u.m.)		away (n., u.m.)	hearted	-made (u.m.)
#crab			minded	#school

summer--con.	supra--con.	sweet--con.	sword--con.	tail--con.
tide	-arytenoid	brier	#belt	#end
time (season)	-auditory	faced	bill	-ender
#time (daylight saving)	-auricular	fish	#breaker	first
wood	-axillary	heart	craft	foremost
sun	-Christian, etc.	hearted	fish	gate
-baked (u.m.)	<i>rest one word</i>	maker	fisherman	head
bath	sur (pref.)	meat	fishing	-heavy (u.m.)
-bathed (u.m.)	<i>all one word</i>	mouthed	maker	hook
beam	sure	-pickle (v.)	making	lamp
beamed	#enough	shop	play	light
bird	-fire (u.m.)	-sour	player	piece
blind	-footed (u.m.)	-sweet	proof	pin
#blindness	-slow	water (u.m.)	-shaped (u.m.)	pipe
bonnet	#thing	swell	smith	plane
bow	surf	-butted (u.m.)	stick	race
break	-battered (u.m.)	doodle (fish)	tail	spin
burn	bird	fish	swords	stock
burned	board	head	man	-tied (u.m.)
burst	boat	toad	woman	twister
-cured (u.m.)	boatman	swelled-headed	syn (pref.)	twisting
dial	bound	(u.m.)	<i>all one word</i>	-up (n., u.m.)
dog	#fish	swept	synchro	ward
down	line	back (n., u.m.)	cyclotron	wheel
dress	man	forward (n., u.m.)	flash	wind
-dried (u.m.)	-swept (u.m.)	wing (n., u.m.)	mesh	wise
-dry (v.)	surface	swift	tron	tailor
fall	man	foot	Syro (c.f.)	bird
fast	#printing	-footed (u.m.)	-Arabian, etc.	craft
fish	#water	-handed (u.m.)	phenician	-cut (u.m.)
glade	surgeon	-running (u.m.)	systemwide	made (u.m.)
glare	#dentist	swill		man
glass	fish	bowl		-suited (u.m.)
glow	#general	tub	T	take
#hat	swallow	swim	-bandage	-all (n.)
lamp	bird	suit	-beam	down (n., u.m.)
land	pipe	wear	-bone	-home (u.m.)
light	tail	swine	-iron	-in (n., u.m.)
line	-tailed (u.m.)	-backed (u.m.)	-rail	off (n., u.m.)
lit	-wing (bird)	bread	-shape	out (n., u.m.)
power	swamp	head	-shaped	over (n., u.m.)
proof	#ever	herd	-square	up (n., u.m.)
quake	land	#itch	T	taker
ray	side	pipe (bird)	-boat	-down
rise	swan	pox	-cloth	-in
room	-bosomed (u.m.)	stone	-man	-off
scald	dive	sty	-scale (score)	-up
set	herd	swing	-shirt	tale
setting	mark	back (n., u.m.)	table	bearer
shade	marking	bar	cloth	bearing
shine	neck	#beam	-cut (u.m.)	book
shiny	necked	devil (bird)	cutter	carrier
-shot (u.m.)	skin	dingle	-cutting (u.m.)	carrying
shower	song	#door	fellow	monger
spot	swansdown	#gate	fellowship	teller
spotted	swash	#shift	-formed (u.m.)	telling
stone	buckle	#shifter	land	wise
stricken	buckler	stock	#linen	talk
stroke	buckling	-swang	maid	fest
struck	#letter	tree	maker	worthy
tan	plate	swingle	making	talking
#time (measure)	way	bar	man	#film
time (dawn)	work	tail (shark)	mate	-to (n.)
up	sway	tree	-shaped (u.m.)	tall
ward	back (n., u.m.)	switch	spoon	boy (n.)
wise	-backed (u.m.)	back	spoonful	-built (u.m.)
sunkland	bar	board	talk	#grass
sunny	-brace (v.)	box	top	-looking (u.m.)
hearted	swearer-in	gear	ware	-masted (u.m.)
heartedness	swear word	keeper	wise	tallow
-looking (u.m.)	sweat	like	work (printing)	-faced (u.m.)
-natured (u.m.)	band	man	tachy (c.f.)	maker
super (pref.)	box	plate	<i>all one word</i>	making
-Christian, etc.	#gland	plug	tag	man
#high frequency	#pad	rail	-affixing (u.m.)	-pale (u.m.)
-superlative	#shirt	tail (fish)	board	tally
highway, market, etc.	shop	tender	boat	#board
<i>rest one word</i>	sweep	#tower	#day	#clerk
supper	back (aviation)	yard	#end	ho
time	(n., u.m.)	swivel	lock	man
ward	forward (aviation)	#chair	rag	#room
supra (pref.)	tion (n., u.m.)	eye	sore	#sheet
-abdominal	stake	-eyed (u.m.)	tail	wag (fish)
-acromial	through (n., u.m.)	-hooked (u.m.)	tail	-tame
-aerial	washer	like	band	-grown (u.m.)
-anal	washings	#lock	board	hearted
-angular	sweet	sword	#coat	-looking (u.m.)
	bread	-armed (u.m.)	-cropped (u.m.)	-natured (u.m.)
	-breathed (u.m.)	bearer		

tan bark house wood works yard	tariff—con. making -protected (u.m.) #wall tarpaulin -covered (u.m.) #maker -making (u.m.) tarso (c.f.) <i>all one word</i> task #force master mistress setter work tattletale tauro (c.f.) <i>all one word</i> tax #assessor book -burdened (u.m.) #collector #dogger eater eating -exempt (u.m.) -free (u.m.) gatherer gathering -laden (u.m.) #lien #list load man paid payer paying payment #roll #sale -supported (u.m.) taxi auto bus cab #dancer #driver man meter metered plane stand way (aviation) tea ball board box cake cart #chest -colored (u.m.) cup cupful dish house kettle maker making man #party pot room #rose -scented (u.m.) shop spoon spoonful #table taster tasting time #wagon ware team mate play wise work	tear bomb -dimmed (u.m.) down (n., u.m.) drop #gas -off (n., u.m.) -out (n., u.m.) pit proof sheet stain -stained (u.m.) teen age (u.m.) ager teeter board tail -totter tele (c.f.) <i>all one word</i> teleo (c.f.) <i>all one word</i> tell tale truth telo (c.f.) <i>all one word</i> tempest proof -rocked (u.m.) temporo (c.f.) -occipital <i>rest one word</i> ten fold penny (nail) pins tender #boat -faced (u.m.) foot -footed (u.m.) footish -handed (u.m.) heart hearted loin -looking (u.m.) tenement #house tent -dotted (u.m.) maker making mate pole -sheltered (u.m.) #show #stitch work worm terneplate terra #cotta #firma mara terrace -fashion (u.m.) maker work est #case -fly (v.) house man room #tube tetra (c.f.) <i>all one word</i> text book man writer thanks rig rigged rigger	thatch -roofed (u.m.) wood work theater goer going then abouts adays thence forth forward ward theo (c.f.) <i>all one word</i> theologico (c.f.) <i>all one word</i> theory less maker making monger there about(s) above across after against among around at away before between by for fore from in inafter inbefore into of on over through to tofore under until unto upon with thermo (c.f.) <i>all one word</i> thick -blooded (u.m.) brained head headed lips -looking (u.m.) pated set (n., u.m.) skin skinned skull (n.) skulled -tongued (u.m.) wit -witted (u.m.) -wooded (u.m.) -woven (u.m.) thief craft land maker making proof thimble -eye (n.) -eyed (u.m.) maker -making (u.m.) man rig rigged rigger	thimble—con. rigging -shaped (u.m.) thin brained -clad (u.m.) down (n., u.m.) set (u.m.) skinned -voiced (u.m.) thio (c.f.) <i>all one word</i> third -class (u.m.) -degree (u.m.) hand (adv., u.m.) #house -rate (u.m.) -rater thistle bird down thoraco (c.f.) <i>all one word</i> thorn back bill bound -covered (u.m.) -set (u.m.) stone -strewn (u.m.) tail thorough -bind (v.) bred -dried (u.m.) fare foot going -made (u.m.) paced pin thought -bewildered (u.m.) -free (u.m.) -out (u.m.) -provoking (u.m.) sick -tight (u.m.) worthy thousand fold -headed (u.m.) -legged (u.m.) legs (worm) thrall born dom -less thread bare fin (fish) fish #gage -leaved (u.m.) maker making way worm three -bagger -cornered (u.m.) -dimensional (u.m.) fold folded -in-hand -master penny (nail) -piece (u.m.) -ply (u.m.) score some -spot -square -striper threshingtime thrift box
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throat band cutter cutting latch strap	ticket—con. #seller -selling (u.m.) #writer tidal #wave tiddlywink tide bound flat #gage head land maker making mark -marked (u.m.) race table -tossed (u.m.) waiter water #wave way work -worn (u.m.)	timber -built (u.m.) head -headed (u.m.) jack land line man -propped (u.m.) #right #rot #wolf wood work wright yard	tin—con. worker working tinder box -dry (u.m.) tinsel -bright (u.m.) -clad (u.m.) #cloth -covered (u.m.) maker making weaver tint block (printing) #tool tip burn cart -curled (u.m.) head -in (n., u.m.) man most off (n., u.m.) over (n., u.m.) proof staff stock tail tank -tap tilt (v.) tilted tilting toe toed toeing top topper -up (u.m.)	toad—con. eater fish -green (u.m.) head (bird) stone stool toast #list master mistress toabacco #grower -growing (u.m.) #shed #shop toe board cap #dance #drop hold -in (n., u.m.) -mark (v.) nail plate print toil -beaten (u.m.) some -stained (u.m.) -weary (u.m.) worn toilet #mirror #room ware toil bar board #bridge #call (u.m.) gate gatherer house keeper #line man master payer paying penny #road taker tom boy cat cod fool foolery piper tate (fish) -tom tomb stone -strewn (u.m.) tommy #bar cod (fish) gun #hole rot ton -hour -kilometer -mile -mileage -mile-day tone -deaf (u.m.) down (n., u.m.) -producing (u.m.) proof up (n., u.m.) tongue -baited (u.m.) bird #bit -bound (u.m.) craft
through out put #rate #road way throw away (n., u.m.) back (n., u.m.) -in (n., u.m.) #line off (n., u.m.) -on (n., u.m.) out (n., u.m.) over (n., u.m.) thrust -pound power thumb bird #hole -made (u.m.) mark -marked (u.m.) nail piece print screw -shaped (u.m.) stall string sucker sucking tack worn thunder bearer bearing bird blast bolt burst clap cloud crack fish gust head headed peal proof shower smite (v.) squall stick stone storm strike stroke struck -voiced (u.m.) thwart man ship thymo (c.f.) <i>all one word</i> thyro (c.f.) <i>all one word</i> tibio (c.f.) <i>all one word</i> tick bird #fever seed seeded tacktoe tick tock ticket holder maker making	tie back (n.) #band #bar #beam #bolt #cord down (n., u.m.) -in (n., u.m.) #knot line -on (n., u.m.) -out (n., u.m.) pin #plate -plate #post #rod #rope #stay #strap up (n., u.m.) #wall wig wiggid tierlift (truck) tiger bird eye hearted #lily proof #shark -striped (u.m.) tight -belted (u.m.) bound fisted -fitting (u.m.) #joint lipped rope -set (u.m.) -tie (v.) wad wire work tile -clad (u.m.) #drain fish maker making -red (u.m.) setter stone work works wright yard tilt board hammer up (n.) yard	time book born bound card clerk clock -consuming (u.m.) -honored (u.m.) keep (v.) keeper killer killing lag lock out (n., u.m.) piece -in (n., u.m.) pleaser proof saver saving server serving sheet slip span -stamp (v.) study table taker taking waster wasting work worker worn tin -bearing (u.m.) bound #can -capped (u.m.) -clad (u.m.) #cow cup #fish foil foiled foiler frame #hat horn house kettle -lined (u.m.) man #ore #pail pan plate -plated (u.m.) -plating (u.m.) pot -roofed (u.m.) shop smith smithing spot stone type typer ware -white (u.m.) work	tin—con. worker working tinder box -dry (u.m.) tinsel -bright (u.m.) -clad (u.m.) #cloth -covered (u.m.) maker making weaver tint block (printing) #tool tip burn cart -curled (u.m.) head -in (n., u.m.) man most off (n., u.m.) over (n., u.m.) proof staff stock tail tank -tap tilt (v.) tilted tilting toe toed toeing top topper -up (u.m.) tire changer changing dresser fitter holder maker making man -mile #rack shaper smith some tit bit fish #for #tat lark man mouse titano (c.f.) <i>all one word</i> tithe book -free (u.m.) payer right title board holder -holding (u.m.) #page winner -winning (u.m.) to -and-fro day -do (n.) morrow night #wit toad back -bellied (u.m.) blind bug eat (v.)	

tongue—con.
 -dumb (u.m.)
 fish
 -free (u.m.)
 -lash (v.)
 #lashing
 play
 proof
 -shaped (u.m.)
 shot
 sore
 tack
 tacked
 tie
 tied
 tip
 #twister
 -twisting (u.m.)
 work

tool
 bag
 #belt
 box
 builder
 building
 #chest
 crib
 #designer
 dresser
 fitter
 #grinder
 -grinding (u.m.)
 #handle
 head
 holder
 holding
 house
 kit
 maker
 making
 mark
 marking
 plate
 post
 #press
 rack
 room
 #set
 setter
 shed
 slide
 smith
 #steel
 stock
 stone
 work

tooth
 ache
 aching
 achy
 #and #nail
 bill
 -billed (u.m.)
 brush
 drawer
 drawing
 mark
 -marked (u.m.)
 paste
 pick
 plate
 powder
 proof
 puller
 -pulling (u.m.)
 -set (u.m.)
 -shaped (u.m.)
 #shell
 some
 wash
 work

top
 #brass
 cap (n.)
 coat
 coated
 coating
 cutter
 #dog

top—con.
 -drain (v.)
 #drawer
 dress (v.)
 dressing
 fight (u.m.)
 full
 gallant (n., u.m.)
 -graft (v.)
 hat
 -hatted (u.m.)
 heavy
 kick
 knot
 knotted
 light
 lighted
 line
 liner
 lofty
 maker
 making
 man (n.)
 mark
 mast
 milk
 most
 notch (nonliteral)
 notcher
 piece
 rail
 rope
 sail
 -secret (u.m.)
 #sergeant
 -shaped (u.m.)
 side (naut.)
 soil
 stone
 tail (v.)
 #timber (naut.)
 work

topo (c.f.)
all one word

topsy-turvy

torch
 bearer
 bearing
 #dance
 fish
 #holder
 light
 lighted
 like
 lit
 man
 #song

torpedo
 #boat
 #mine
 plane
 #room
 #tube

torquemeter

tooth
 pot
 up (n., u.m.)

totebox

touch
 #and #go
 back (n., u.m.)
 down (n., u.m.)
 hole
 line
 -me-not (n., u.m.)
 #method
 pan
 reader
 stone
 up (n., u.m.)
 wood
 writer
 writing

tough
 head (duck)
 -headed (u.m.)
 hearted
 -looking (u.m.)
 -skinned (u.m.)

tow
 boat
 #car
 -haired (u.m.)
 head
 headed
 #hook
 line
 mast
 #net
 -netter
 path
 rope
 #team

tower
 #chime
 -high (u.m.)
 house
 man
 proof
 -shaped (u.m.)
 work

town
 bound
 -bred (u.m.)
 #clerk
 #crier
 -dotted (u.m.)
 folk
 gate
 goer
 going
 hall
 house
 like
 lot
 #meeting
 ship
 side
 site
 talk
 ward
 wear
 -weary (u.m.)
 woman
 yard

towns
 boy
 fellow
 man
 people

toy
 #dog
 house
 land
 maker
 making
 man
 shop
 -sized (u.m.)
 town

tracheo (c.f.)
all one word

trachy (c.f.)
all one word

track
 barrow
 #brake
 #gage
 #hound
 layer
 laying
 man
 mark
 master
 -mile
 shifter
 sick
 side
 walker
 walking
 way
 work

tractor-trailer

trade
 #board
 bound
 craft
 -in (n., u.m.)
 -laden (u.m.)

trade—con.
 -made (u.m.)
 mark
 #name
 #school
 #union
 #unionism
 #unionist
 #wind
 work

trades
 folk
 man
 people
 #union
 #unionism
 woman

traffic
 -mile
 way

tragico (c.f.)
all one word

trail
 blazer
 blazing
 breaker
 maker
 making
 -marked (u.m.)
 side
 sight
 -weary (u.m.)
 wise

train
 bearer
 bolt
 boy
 crew
 line
 load
 man
 master
 -mile
 shed
 sick
 nail
 stop
 time
 way
 yard

training
 #camp
 #ship

tram
 -borne (u.m.)
 car
 line
 load
 man
 rail
 road
 smith
 way
 wayman
 yard

trans (pref.)
 alpine
 atlantic
 -Canadian, etc.
 pacific
 uranic
rest also one word

transit
 man
 #time

trap
 ball
 door
 fall
 #hatch
 light
 line
 maker
 making
 #nest
 -nester
 rock
 shoot
 shooter
 shooting
 stick

trashrack

travel
 -bent (u.m.)
 book
 time
 -tired (u.m.)
 way
 -worn (u.m.)

trawl
 boat
 net

tray
 #cloth
 maker

tread
 board
 mill
 wheel

treasure
 -filled (u.m.)
 #house
 -laden (u.m.)
 #ship
 #trove

treaty
 bound
 breaker
 breaking
 maker
 making
 -sealed (u.m.)

tree
 #belt
 -clad (u.m.)
 fish
 #frog
 holder
 hopper
 house
 #line
 -lined (u.m.)
 maker
 making
 man
 nail
 -ripe (u.m.)
 scape
 #toad
 top
 #trunk

trellis
 -covered (u.m.)
 work

trench
 back
 board
 coat
 #fever
 foot
 #knife
 mouth
 #paw
 -plowed (u.m.)
 -plowing (u.m.)
 #warfare

tristle
 board
 #bridge
 tree
 work

tri (c.f.)
 -iedide
 -ply (u.m.)
 state, etc.
rest one word

tribes
 man
 people

tribo (c.f.)
all one word

tricho (c.f.)
all one word

trick
 proof
 work

trim
 -cut (u.m.)
 -dressed (u.m.)
 -looking (u.m.)
 stone

- trinitro** (c.f.)
all one word
- trip**
-free (u.m.)
#gear
hammer
#rate
sill
wire
tripestone
triple
-acting (u.m.)
back (sofa)
-branched (u.m.)
-edged (u.m.)
fold
#play
tail (fish)
-tailed (u.m.)
tree (n.)
- trolley**
#bus
#car
#line
maker
man
- troop**
fowl
ship
#train
- tropho** (c.f.)
all one word
- trope** (c.f.)
all one word
- trouble**
-free (u.m.)
-haunted (u.m.)
maker
making
man
proof
shooter
shooting
some
- trough**
room
way
- trout**
bird
-colored (u.m.)
-famous (u.m.)
fly
#stream
- trowel**
beak (bird)
man
- truce**
breaker
breaking
maker
making
-seeking (u.m.)
- truck**
borne (u.m.)
driver
#farm
line
load
man
-mile
owner
#tractor
#trailer
way
- true**
-aimed (u.m.)
#bill
-blue (u.m.)
born
bred
-eyed (u.m.)
-false
hearted
love (n., u.m.)
penny (n.)
#time
- trundle**
#bed
head
- trunk**
back
fish
line
maker
nose
room
#steamer
way
trust
#beam
bound
maker
making
work
trust
breaking
buster
busting
-controlled (u.m.)
maker
man
-ridden (u.m.)
woman
worthy
- truth**
-filled (u.m.)
lover
seeker
-seeking (u.m.)
teller
telling
- try**
house
-on (n., u.m.)
out (n., u.m.)
pot
sail
square
works
- tub**
#butter
fast
fish
maker
making
man
-shaped (u.m.)
#thumper
- tube**
-eyed (u.m.)
-fed (u.m.)
form (u.m.)
head
hearted
maker
making
man
-nosed (u.m.)
#plate
#sheet
smith
work
works
- tuberculo** (c.f.)
all one word
- tubo** (c.f.)
-ovarian
rest one word
- tuft**
hunter
hunting
- tug**
boat
boatman
#of #war
- tulip**
#bed
grower
-growing (u.m.)
#mold
#root
wood
- tumble**
bug
down (n., u.m.)
- tuna**
fish
#oil
- tune**
maker
making
out (n., u.m.)
up (n., u.m.)
tunnel
-boring (u.m.)
maker
making
man
-shaped (u.m.)
way
turbo (c.f.)
-ramjet (u.m.)
rest one word
- turf**
bound
-built (u.m.)
-clad (u.m.)
-covered (u.m.)
man
- turkey**
back
#buzzard
#gobbler
-red (u.m.)
#trot
- Turko** (c.f.)
-Greek, etc.
rest one word
- turn**
about (n., u.m.)
about-face
again (n., u.m.)
around (n., u.m.)
back (n., u.m.)
buckle
cap
coat
cock
down (n., u.m.)
gate
-in (n., u.m.)
key
off (n., u.m.)
out (n., u.m.)
over (n., u.m.)
penny
pike
pin
plate
plow
round (n., u.m.)
row
screw
server
sheet
skin
spit
stile
stitch
stone (bird)
table
tail
-to (n.)
under (n., u.m.)
up (n., u.m.)
wrest
- turned**
-back (u.m.)
-down (u.m.)
-in (u.m.)
-on (u.m.)
-out (u.m.)
-over (u.m.)
- turner-off**
- turret**
#deck
#gun
head
#ship
- turtle**
back
dove
-footed (u.m.)
neck (u.m.)
#shell
stone
- twelve**
fold
month
penny (nail)
score
- twenty**
-first
fold
leaf
-one
penny (nail)
- twice**
-born (u.m.)
-reviewed (u.m.)
-told (u.m.)
- twin**
#boat
born
-engined (u.m.)
fold
-jet (u.m.)
-motor (u.m.)
-screw (u.m.)
#ship
- twine**
bound
-colored (u.m.)
cutter
holder
maker
making
#spinner
- two**
-a-day (u.m.)
-along (bookbind-
ing) (n.)
-decker
-faced (u.m.)
fold
-handed (u.m.)
penny (nail)
-piece (u.m.)
-ply (u.m.)
score
-seater
some
-spot
-step (dance)
-striper
-suiter
-thirder
-up (n., u.m.)
-way (u.m.)
-wheeler
- tympano** (c.f.)
all one word
- type**
case
cast
caster
casting
cutter
cutting
face
founder
foundry
#genus
-high (u.m.)
holder
#metal
#page
script
set
setter
setting
write (v.)
writer
writing
written
- typho** (c.f.)
all one word
- typo** (c.f.)
all one word
- tyro** (c.f.)
all one word
- U-boat**
U
-cut
-magnet
-rail
-shaped
-tube
- ultra** (pref.)
-a m b i t i o u s ,
-atomic, etc.
-English, etc.
high #frequency
-high-speed (u.m.)
#valorem, #vires,
etc.
rest one word
- un** (pref.)
-American, etc.
called-for (u.m.)
heard-of (u.m.)
-ionized (u.m.)
self-conscious
sent-for (u.m.)
thought-of (u.m.)
thought-on (u.m.)
rest one word
- under**
age (deficit)
age (younger) (n.,
u.m.)
#contract
coverman
#cultivation (till-
age)
cultivation (insuf-
ficient) (pref.)
#oath
#obligation
#orders
#secretary
-secretaryship
#suspicion
way
as prefix, one word
- uni** (c.f.)
-univalent
rest one word
- union**
#card
-made (u.m.)
man
#shop
- unit**
#fraction
#price
-set (u.m.)
- up**
along (adv.)
-anchor (u.m., v.)
-and-coming (u.m.)
#and #up
beat
bow
coast
country (adv.,
u.m.)
end (v.)
grade
gradient
keep
lift
lock
#oars
-over (u.m.)
patient
rate
river
stairs
state
stream
street
swing
take
-to-date (u.m.)
town
trend
turn
wind

upper case (printing) cased (printing) #class classman crust (n., u.m.) cut #deck #grade #hand handism most #world urano (c.f.) <i>all one word</i> uretero (c.f.) <i>all one word</i> urethro (c.f.) <i>all one word</i> uro (c.f.) <i>all one word</i> used-car (u.m.) utero (c.f.) <i>all one word</i>	vellum -bound (u.m.) #cloth -covered (u.m.) velvet breast (bird) -crimson (u.m.) -draped (u.m.) #finish -green (u.m.) hearted maker making -pile (u.m.) work vent #drill hole ventri (c.f.) <i>all one word</i> ventro (c.f.) <i>all one word</i> verse -commemorated (u.m.) craft maker making man monger mongering smith vertebro (c.f.) <i>all one word</i> vesico (c.f.) <i>all one word</i> vibro (c.f.) <i>all one word</i> vice #admiral -admiralty #consul -consulate -consulship gerency gerent #governor -governorship #minister -ministry -presidency #president -president-elect -presidential #rector -rectorship regal -regency #regent royal royalty #versa #warden -wardenship Vietcong view #angle finder point vile hearted -natured (u.m.) vine -clad (u.m.) -covered (u.m.) dresser grower growing land stalk yard vinegar -flavored (u.m.) -hearted (u.m.) maker -making (u.m.) -tart (u.m.) violet -blue (u.m.) -colored (u.m.)	violet—con. -ear (bird) -eared (u.m.) #ray -rayed (u.m.) #water wood violin #case maker making -shaped (u.m.) viper fish -headed (u.m.) virtue -armed (u.m.) proof wise viscero (c.f.) <i>all one word</i> vitreo (c.f.) <i>all one word</i> vitro (c.f.) -clarain -di-trina <i>rest one word</i> vivi (c.f.) <i>all one word</i> volley ball #fire volt ammeter -ampere -coulomb meter ohmmeter -second volta (c.f.) <i>all one word</i> vote -casting (u.m.) getter -getting (u.m.) monger vow -bound (u.m.) breaker breaking maker making -pledged (u.m.) volvulo (c.f.) <i>all one word</i> W -engine -shaped -type W-surface wafer #cutter maker making #sheet work wage beard tail tongue wit wage #earner -earning (u.m.) #scale work worker working wagon -headed (u.m.) load maker making man master smith #train	wagon—con. way wayman work wright yard waist band belt cloth coat coated coating -deep (u.m.) -high (u.m.) line waiting #list #man #period #room #woman walk around (n., u.m.) away (n., u.m.) -on (n., u.m.) out (n., u.m.) over (n., u.m.) up (n., u.m.) way walkie-talkie wall bird board bound eye (n.) eyed flower girt -like -painting (u.m.) paper papering piece plate -sided (u.m.) work walled -in (u.m.) -up (u.m.) war bird book craft #dance -disabled (u.m.) -famed (u.m.) fare head horse (nonliteral) like -made (u.m.) maker making monger mongering mouth (fish) path plane proof ship #song -swept (u.m.) #time (clock) time (duration) -wearied (u.m.) #weariness -weary (u.m.) work worker worn #worthiness worthy ward heeler maid robe room ship #walk	ware house houseman maker making man room warm blooded -clad (u.m.) hearted house (hothouse) up (n., u.m.) warmed-over (u.m.) warpsetter wash basin basket board bowl boy brush cloth -colored (u.m.) day down (n., u.m.) #goods house -in (n., u.m.) land maid man off (n., u.m.) out (n., u.m.) pot rag room #sale shed stand tail (bird) tray trough tub up (n., u.m.) way woman work washed -out (u.m.) -up (u.m.) washer man woman waste basket board box leaf leaf (bookbind- ing) making man paper #pipe #plug proof way weir wood word worker yard watch #bell #bill boat box case #chain cry dog -free (u.m.) glass #hand house keeper maker
--	---	--	--	---

watch—con.

making
man
mate
#spring
tower
woman
word
work
water
bag
bailage
bank
bearer
-bearing (u.m.)
-beaten (u.m.)
-bind (v.)
blink
#blister
bloom
board
#body
bok
borne
#bottle
bound
boy
buck
chat (bird)
#closet
color
-colored (u.m.)
-cool (v.)
-cooled (u.m.)
#cooler
course
craft
#cure
doe
dog
-drinking (u.m.)
drop
fall
-filled (u.m.)
finder
flood
flow
fog
fowl
-free (u.m.)
front
#gage
gate
head
hole
horse
house
-inch
#jacket
-laden (u.m.)
lane
leaf
leave
#level
line
-lined (u.m.)
load
locked
log
logged
logger
logging
#main
man
mark
master
melon
meter
phone
plane
plant
pot
power
proof
proofed
proofer
proofing
quake
-rot (v.)

water—con.

scape
shed
shoot
sick
side
skin
#snake
-soak (v.)
-soaked (u.m.)
-soaking (u.m.)
-soluble (u.m.)
spout
stain
stained
#table
tight
tightness
#tower
#tube
#wagon
wall
#wave
way
#wheel
wise
work
worker
works
worn
watt
-hour
meter
-second
wattle
bird
work
wave
#antenna
-cut (u.m.)
form
guide
-lashed (u.m.)
length
line
making
mark
meter
-moist (u.m.)
-on (n., u.m.)
off (n., u.m.)
#rule (printing)
-swept (u.m.)
-worn (u.m.)
wax
bill
-billed (u.m.)
bird
chandler
cloth
-coated (u.m.)
-headed (u.m.)
hearted
maker
making
man
#paper
#stone
work
worker
working
worm
-yellow (u.m.)
way
back (n., u.m.)
beam
bill
book
#car
down (n., u.m.)
farer
faring
fellow
#freight
going
house
laid
lay
layer

way—con.

laying
leave
maker
man
mark
mate
post
side
-sore (u.m.)
#train
-up (n., u.m.)
ward
-wearied (u.m.)
-weary (u.m.)
wise
worn
weak
-backed (u.m.)
brained
-eyed (u.m.)
wall
handed
headed
hearted
-knead (u.m.)
minded
mouthed
#side
#sister
wealth
maker
making
monger
-producing (u.m.)
-proud (u.m.)
weapon
maker
making
proof
weasel
-faced (u.m.)
skin
-worded (u.m.)
#words
weather
beaten
blown
board
boarding
-borne (u.m.)
bound
break
cock
#eye
fish
#gage
glass
going
-hardened (u.m.)
#house
maker
making
man
#map
-marked (u.m.)
most
proof
proofed
proofing
-stain (v.)
strip
-stripped (u.m.)
-stripping (u.m.)
tight
wise
worn
weaveroom
web
-fingered (u.m.)
foot
-footed (u.m.)
maker
making
#press
work
wedge
bill
-billed (u.m.)
like

wedge—con.

-shaped (u.m.)
wise
weed
-choked (u.m.)
-hidden (u.m.)
hook
killer
killing
week
day
end
-ender
-ending (u.m.)
long (u.m.)
-old (u.m.)
work
weigh
bridge
bridgeman
house
-in (n., u.m.)
lock
man
master
out (n., u.m.)
shaft
well
-being (n.)
-beloved (u.m.)
-born (u.m.)
-bound (u.m.)
-bred (u.m.)
-clad (u.m.)
curb
-deserving (u.m.)
-doer
-doing (n., u.m.)
-drained (u.m.)
-drilling (u.m.)
#field
-grown (u.m.)
head
-headed (u.m.)
hole
house
-informed (u.m.)
-known (u.m.)
-looking (u.m.)
maker
making
man
-meaner
-nigh (u.m.)
-off (u.m.)
-read (u.m.)
-set-up (u.m.)
-settled (u.m.)
side
-spoken (u.m.)
spring
stead
-thought-of (u.m.)
-t h o u g h t - o u t
(u.m.)
-to-do (u.m.)
-wisher
-wishing (u.m.)
-worn (u.m.)
yard
welt
geist
politik
schmerz
#seam
welterweight
-animal
-ass
bear
calf
folk
wolf
west
bound
-central (u.m.)
#end
-faced (u.m.)
going
land

west—con.

most
-northwest
#side
-sider
ward
wet
back
bird (finch)
#bulb
-cheeked (u.m.)
-clean (v.)
land (u.m.)
-nurse (v.)
pack
wash
whale
back
-backed (u.m.)
bird
boat
bone
boned
-built (u.m.)
head (bird)
-headed (u.m.)
like
man
-mouthed (u.m.)
#oil
ship
wharf
#boat
hand
head
holder
land
man
master
owner
#rat
side
worker
what
abouts (n.)
ever
-is-it (n.)
not (n.)
soever
-you-may-call-it
(n.)
wheat
bird
cake
-colored (u.m.)
ear
eared
-fed (u.m.)
field
grower
land
#pest
-rich (u.m.)
#rust
stalk
wheel
band
barrow
base
bird
box
chair
-cut (u.m.)
going
horse (nonliteral)
house
#load
-made (u.m.)
maker
making
man
plate
power
race
road
#scraper
smith
spin
stitch

wheel—con.
 way
 work
 -worn (u.m.)
 wright

when
 abouts (n.)
 ever
 -issued (u.m.)
 soever

whencesoever

where
 abouts
 after
 as
 at
 by
 for
 fore
 from
 in
 insoever
 into
 of
 on
 over
 soever
 through
 to
 under
 upon
 with
 withal
 wherever

whet
 #slate
 stone

they
 beard
 -bearded (u.m.)
 face
 faced

which
 ever
 soever

whiffletree

whip
 bird
 cord
 crack
 cracker
 craft
 -graft (v.)
 #hand
 lash
 maker
 making
 man
 -marked (u.m.)
 post
 saw
 sawed
 sawing
 sawyer
 -shaped (u.m.)
 #snake
 socket
 staff
 stalk
 stall
 stick
 stitch
 stock
 tail
 -tailed (u.m.)
 -tom-kelly (bird)

whipper
 -in
 snapper
 tail

whirl
 about (n., u.m.)
 blast
 #drill
 pool
 -shaped (u.m.)
 wig
 wind
 whirlybird

whisk
 broom
 #tail
 whistletop

white
 back
 bait (fish)
 beard (n.)
 belly
 bill
 bird
 #book (diplomatic)
 cap (n.)
 capper
 coat (n.)
 -collar (u.m.)
 -collared (u.m.)
 comb (n.)
 corn
 #count
 -ear (bird)
 -eared (u.m.)
 -eye (bird)
 -eyed (u.m.)
 face
 -faced (u.m.)
 fish
 #flag
 foot (n.)
 -footed (u.m.)
 #gold
 #goods
 handed
 -hard (u.m.)
 head
 -headed (u.m.)
 #heat
 -hot (u.m.)
 #lead
 #lie
 like
 #line
 minded
 out (u.m., v.)
 pot
 rump (bird)
 #slave
 smith
 stone (mineral)
 tail
 -tailed (u.m.)
 throat (bird)
 -throated (u.m.)
 tip
 top (n.)
 vein
 ware
 wash
 washed
 washer
 washing
 way
 wing

who
 ever
 so
 soever

whole
 -headed (u.m.)
 hearted
 #hog
 -hogger
 sale
 saler
 -skinned (u.m.)
 some
 -souled (u.m.)
 -spirited (u.m.)
 #stitch
 #works

whom
 so
 soever

whooping #cough

wicker
 ware
 work
 -woven (u.m.)

wicket
 keeper
 keeping

wide
 -angle (u.m.)
 -awake (u.m.)
 #gag
 -handed (u.m.)
 hearted
 mouthed
 -open (u.m.)
 spread
 -spreading (u.m.)
 work

widow
 #bird
 hood
 maker
 man

width
 way
 wise

wife
 bound
 hood
 killer
 -ridden (u.m.)

wig
 maker
 making
 tail
 wag
 wagger

wild
 #boar
 cat (n.)
 catter
 -eyed (u.m.)
 fire
 fowl
 -grown (u.m.)
 #land
 life
 #man
 wind
 wood

will
 -less
 maker
 making
 -o'-the-wisp
 power
 -strong (u.m.)
 willinghearted

willow
 -grown (u.m.)
 like
 -shaded (u.m.)
 ware

wilt
 #disease
 -resistant (u.m.)

wind
 bag
 bagged
 bagger
 ball
 blown
 borne
 bound
 brace
 bracing
 break
 breaker
 breaking
 broach
 broken
 burn
 catcher
 -chapped (u.m.)
 chill
 clothes
 #cloud
 #cone
 #drift
 fall
 fallen
 fast
 -fertilized (u.m.)

wind—con.
 firm
 fish
 flow
 #force
 gall
 -galled (u.m.)
 #gag
 hole
 house
 -hungry (u.m.)
 jammer
 jamming
 lass
 line
 load
 mill
 pipe
 -pollinated (u.m.)
 power
 proof
 #puff
 #pump
 -rode (u.m.)
 row
 screen
 -shaken (u.m.)
 shield
 shock
 side
 sleeve
 sock
 speed
 stop
 storm
 stream
 sucker
 sucking
 swept
 throw
 tight
 #tunnel
 up (n., u.m.)
 ward
 way
 worn

winder
 -on
 #rod
 -shot (u.m.)

window
 breaker
 -breaking (u.m.)
 #cleaner
 -cleaning (u.m.)
 #dresser
 -dressing (u.m.)
 #glass
 maker
 making
 man
 pane
 peeper
 #shade
 -shop (v.)
 #shopper
 -shopping (u.m.)
 sill
 #work

wine
 bag
 ball
 bibber
 bibbing
 -black (u.m.)
 #cask
 -colored (u.m.)
 conner
 -drinking (u.m.)
 glass
 glassful
 grower
 growing
 -hardy (u.m.)
 house
 maker
 making
 pot
 #press
 -red (u.m.)
 seller

wine—con.
 shop
 skin
 taster
 tester
 vat
 wise
wing
 band
 bar
 #bay
 beat
 bolt
 bone
 borne
 bow
 #car
 #case
 #cell
 #chair
 #collar
 cut
 #dam
 #deck
 fish
 #flap
 -footed (u.m.)
 handed
 -heavy (u.m.)
 #jam
 load
 -loading (u.m.)
 -loose (u.m.)
 man
 mate
 #net
 nut
 over (n., u.m.)
 #pad
 piece
 #plov
 power
 #rail
 #sac
 #screw
 seed
 -shaped (u.m.)
 #shell
 -shot (u.m.)
 #slot
 span
 spread
 stub
 -swift (u.m.)
 #tie
 tip
 top
 walker
 wall
 -weary (u.m.)
 wide
winter
 -beaten (u.m.)
 bound
 -clad (u.m.)
 -fallow (v.)
 -fed (u.m.)
 feed
 #green (color)
 green (plant, etc.)
 #hardiness
 -hardy (u.m.)
 kill
 killed
 killing
 -made (u.m.)
 #oats
 proof
 #rye
 -sown (u.m.)
 tide
 time
 #wheat
 -worn (u.m.)

wire
 bar
 bird
 borne
 bound

wire—con.	woe	wood—con.	work—con.	worth
-caged (u.m.)	begone	working	flow	while (n., u.m.)
#cloth	-laden (u.m.)	yard	folk	#while (adv.)
-cut (u.m.)	worn	wooden	#force	whiteness
cutler	wolf	head (n.)	girl	wrap
cutting	-eyed (u.m.)	headed	hand	around (n., u.m.)
dancer	#fish	-hulled (u.m.)	-hardened (u.m.)	-up (n., u.m.)
dancing	hound	ware	horse	wreath
draw (v.)	pack	-weary (u.m.)	-hour (u.m.)	-crowned (u.m.)
drawer	skin	woodsman	house	maker
drawing	woman	wool	housed	making
drawn	folk	#clip	life	work
#edge	hearted	fell	load	wreck
-edged (u.m.)	hood	#flock	man	#buoy
#gage	kind	gatherer	manlike	fish
hair (dog)	like	gathering	manship	-free (u.m.)
-haired (u.m.)	power	grader	master	master
house	womenfolk	grower	#order	wring
less	wonder	growing	out (n., u.m.)	bolt
#line	land	head	pan	staff
maker	-stricken (u.m.)	-laden (u.m.)	paper	wrist
making	strong	-lined (u.m.)	people	band
man	-struck (u.m.)	man	piece	bone
#mark	work	pack	place	drop
photo	worker	packer	power	fall
puller	working	press	room	lock
pulling	worthy	shearer	saving	pin
#rope	wood	shearing	sheet	plate
smith	bark (color)	shears	shoe	watch
spun	bin	shed	shop	work
stitch	bined	skin	-shy (n., u.m.)	write
-stitched (u.m.)	block	sorter	-shyness	back (n., u.m.)
#stitcher	board	sorting	site	-in (n., u.m.)
-stitching (u.m.)	bound	sower	slip	off (n., u.m.)
tail (duck)	box	#stapler	#song	up (n., u.m.)
-tailed (u.m.)	-built (u.m.)	space	stock	writing
tap	-cased (u.m.)	spacing	staple	#desk
tapped	chat (bird)	-stained (u.m.)	stand	#room
tapper	chopper	stone	stream	wrong
tapping	chuck	table	time	doer
walker	cock	time	up (n., u.m.)	doing
walking	craft	ways	-weary (u.m.)	-ended (u.m.)
way	crafter	week	wise	#font
work	cut	woman	woman	headed
worker	cutter	worn	yard	hearted
working	cutting	yard	working	-minded (u.m.)
works	#engraver	#blind (u.m.)	#day	-thinking (u.m.)
worm	#engraving	book	#load	wrought
-wound (u.m.)	fish	bound	man	#iron
wise	grub	builder	#room	-up (u.m.)
acre	hole	building	woman	wry
crack	horse	catcher	world	bill
cracked	house	catching	beater	-billed (u.m.)
cracker	hung (u.m.)	-clad (u.m.)	beating	-faced (u.m.)
cracking	jobber (bird)	#class	-conscious (u.m.)	-looking (u.m.)
head (n.)	land	craft	#consciousness	mouth (fish)
-headed (u.m.)	-lined (u.m.)	craftsman	#line	-mouthed (u.m.)
hearted	lot	-deaf (u.m.)	maker	neck
-spoken (u.m.)	man	jobber	making	-set (u.m.)
wishbone	#nymph	list	#power	tail (bird)
witch	-paneled (u.m.)	maker	proof	X
#burner	#paper	making	quake	-body
craft	pecker	man	-self	-disease
#hazel	pile	manship	-weary (u.m.)	-ray
#hunt	-planing (u.m.)	monger	wise	-virus
#hunter	print	mongering	worm	X-shaped
-hunting (u.m.)	pulp	-perfect (u.m.)	-eaten (u.m.)	xantho (c.f.)
man	ranger	play	-eating (u.m.)	all one word
work	-rip (bird)	seller	#gear	xeno (c.f.)
with	rock	slinger	hole	all one word
draw	#rot	slinging	holed	xero (c.f.)
drawal	shed	smith	proof	all one word
drawer	shop	aday (n., u.m.)	-riddled (u.m.)	xylo (c.f.)
drawing	side	-and-turn (u.m.)	-ripe (u.m.)	all one word
hold	skin	away (n., u.m.)	seed	
holding	stock	bag	shaft	Y
in	stone	basket	#wheel	-chromosome
indoors (adv.)	#stove	bench	wood	-potential
out	#thrush	book	worn	Y
outdoors (adv.)	#tick	box	down (u.m.)	-joint
stand	turner	card	out (u.m.)	-level
wither	-turning (u.m.)	#cure	outness	-shaped
band	wall (bird)	day	worrywart	-track
tip	-walled (u.m.)	-driven (u.m.)		-tube
-wrung (u.m.)	wind (music)	fellow		yachts
within	work			man
-bound (u.m.)	worker			woman
-named (u.m.)				
ward				

Yankee	yellow	yellow—con.	young—con.	zero—con.
-Doodle	back	throat (bird)	-looking (u.m.)	-dimensional (u.m.)
land	-backed (u.m.)	-throated (u.m.)	-manlike	gravity
yard	-bellied (u.m.)	top	-old	#hour
arm	belly	ware	-womanhood	zig
-deep (u.m.)	#berry	yes	youth	zag
-long (u.m.)	bill (bird)	-man	like	zagged
man	-billed (u.m.)	-no	tide	zinc
master	bird	yester	yule	-coated (u.m.)
stick	crown (bird)	day	#log	#etching
-wide (u.m.)	#fever	year	tRie	-white (u.m.)
yaw	fin (fish)	yoke		zoo (c.f.)
meter	fish	fellow		<i>all one word</i>
-sighted (u.m.)	-green (u.m.)	mate	Z-bar	zoologico (c.f.)
year	hammer (bird)	mating	Z-chromosome	<i>all one word</i>
bird	head (bird)	-toed (u.m.)		zygo (c.f.)
book	-headed (u.m.)	wood	zebra	<i>all one word</i>
day	legs (bird)	young	fish	zygomatico (c.f.)
end	#race	eyed (u.m.)	like	-orbital
-hour (u.m.)	rump (bird)	-headed (u.m.)	zero	<i>rest one word</i>
long (u.m.)	tail (fish)	hearted	axial	zymo (c.f.)
-old (u.m.)	-tailed (u.m.)	-ladylike	#beat	<i>all one word</i>
-round (u.m.)				

8. PLANT AND INSECT NAMES

PLANT NAMES AND ADJECTIVE FORMS

8.1. The following list of plant names, some of which vary in form from those given in Webster's Third International Dictionary, has been compiled with the cooperation of the Department of Agriculture. The name of the kinds of agricultural and vegetable crops are given in the "Rules and Regulations Under the Federal Seed Act."

8.2. In general, derivatives of proper names with acquired independent common meaning are not capitalized. (See rule 3.4, p. 23.) However, in plant names, if the capital letter is retained, either the hyphenated or the two-word form is used, depending on predominant usage. Such names as English ivy, Dutchmans-pipe, Cupids-dart, flower-of-Jove, and apple-of-Peru retain the capital letter. On the other hand, such names as Charlie, Jack, and Susan lose their capital letter in fanciful names; e.g., creeping-charlie, jack-in-a-box, and brown-eyed-susan.

8.3. The apostrophe is omitted in names with a possessive element; thus: babysbreath, Grays lily, devils-paintbrush, etc.

8.4. To indicate preferred usage, there are also included adjective forms, such as night-blooming, straight-stem, three-color, two-wing, etc., not by themselves plant names.

8.5. Except as indicated in the list, plant names ending in *bane*, *bark*, *bean*, *berry*, *bine*, *brush*, *cup*, *fern*, *flower*, *grass*, *leaf*, *lily*, *nut*, *pea*, *plant*, *pod*, *root*, *seed*, *thorn*, *tree*, *vine*, *weed*, *wood*, and *wort* are printed solid, unless the preceding word is a proper name which retains its capitalized form. (See rule 8.2.) All such one-word forms were excluded from the list, along with two-word forms listed in Webster's Third.

Aarons-beard
addersmouth
adderstongue
adzuki bean
African-violet
airpotato
alfalaria
alpenerec
Alpine-azalea
Amazon-lily
anatto-tree
angel-trumpet
antelope-brush
Apache-plume
apple-of-Peru
Arab-primrose
arar-tree
arrow-arum
atamasco-lily
Australian-pea
autumn-crocus
avalanche-lily
awl-leaf

baby-blue-eyes
babysbreath
babytears
baldcypress
baldhip
baldrush
ballmustard
balm-of-Gilead
balsam-apple
balsam-of-Peru
balsam-pear

banana-shrub
Barbados-cherry
barestem
barnyard #grass
barrenground
barren-strawberry
bastardbox
batterdock
baycedar
beak-rush
bearcabbage
bearmat
bears-tail
beavertail
beebalm
beefsteak-plant
bee-sage
beggarticks
belladonna-lily
bigcone-spruce
bigfruit
bigmoon
bigstem
bigtooth
birdseye bean
bird-of-paradise-flower
birdpepper
birdseye
birdsfoot
birdsnest
bishops-cap
bishops-hood
bittercress
bittervetch
blackbead
blackberry-lily

blackbox
black-bryony
blackbud
black-calabash
black-eyed-susan
blackfoot
blackgum
blackhaw
blackjoint
blacklaurel
black-mangrove
blackpurple
blackspot
blackstem
black-salsify
bladder-senna
blade-apple
blazing-star
bleedingheart
blistercress
bloodball
bloodred
bloodtwig
bloodvein
blowwives
bluebeard
bluebell-creeper
bluebells
bluebunch
bluecrown
bluecurls
blueclids
blue-eyed-grass
blue-eyed-mary
blueflag
bluegreen

bluelips
bluestar
bluestem
bog-orchid
bog-rosemary
bonytip
bouncing-bet
bowbells
bowstring-hemp
boxelder
brassbuttons
Brazilian-cherry
brickred
bridal-veil
bridalwreath
Brisbane-box
bristletooth
bronzebells
broom-crowberry
broomrape
broomsedge
brown-eyed-susan
Browns (lily, etc.)
brownstain
brownstem
brush-cherry
brushtip
buckbeard
buckwheat-tree
buffalo-bur
bullfist
bullfoot
bullhorn
bullnettle
bullthistle

- bunny-mouth
 burclover
 bur-marigold
 burreed
 bur-sage
 bur-snakeroot
 bushclover
 bush-cranberry
 bush-honeysuckle
 bushmint
 bushpepper
 bushpoppy
 butchersbroom
 butterbough
 butterfly-pea
 buttonclover
 button-snakeroot
- cajuput-tree
 calabash-tree
 calaba-tree
 California-laurel
 California-nutmeg
 California-poppy
 camphor-tree
 canarybalm
 candlenut-tree
 Canterbury-bells
 canyon-poppy
 cape-cowslip
 cape-gooseberry
 cape-honeysuckle
 cape-jasmine
 cape-marigold
 cape-pondweed
 cape-weddingflower
 Carolina-jessamine
 Carolina-vanilla
 cassiabark-tree
 cassiaflower-tree
 castor-aralia
 catchfly-gentian
 catclaw
 catjang
 cats-ear
 catsfoot
 cattail
 cavenia
 celandine-poppy
 chainfern
 chalice-vine
 chaste-tree
 checker-mallow
 cherryblossom
 cherry-laurel
 cherry-orange
 cherrystone
 chickpea
 Childs (gladiolus, etc.)
 Chile-ageratum
 Chile-bells
 Chile-guava
 Chile-jasmine
 Chile-nettle
 Chiloe (strawberry, etc.)
 China-aster
 China-fir
 China-laurel
 Chinese-houses
 Chinese-poppy
 Christ-eye
 Christ-thorn
 Christmas-rose
 cigar-box-cedar
 cliffbrake
 cliffrose
 cloth-of-gold
 cloven-lip
 clubmoss
 cluster-amaryllis
 cobblesthumb
 cocaine-tree
 cockscomb-yam
 cocks-eggs
 cocoplum
 conehead
 confederate-jasmine
- coontail
 cootamundra
 coppertip
 coralbells
 coralblow
 coraldrops
 corkwing
 corkcockle
 cornelian-cherry
 corn-marigold
 cornsalad
 cotton-sedge
 cottonthistle
 Coventry-bells
 cowcockle
 cowparsley
 cowparsnip
 cowpea
 cowslip
 cowtongue
 cow-tree
 cove-wheat
 cradle-orchid
 cranberry-gourd
 cranesbill
 crape-jasmine
 crapemyrtle
 crawfoot
 creamcups
 creamfruit
 creamstacs
 creeping-charlie
 creeping-devil
 creeping-jenny
 Cretan-mullein
 cricketbat
 crimson-eye
 crimson-flag
 crowfoot
 crownbeard
 crown-daisy
 crown-imperla
 crown-vetch
 crowpoison
 crucifixion-thorn
 crystal-tea
 cucumber-root
 culvers-physic
 Cupids-dart
 custard-apple
 cutcollar
 cypress-pine
- dallisgrass
 dames (rocket, etc.)
 dammarpine
 damblood
 dark-eye
 darling-plum
 dateplum
 dawnrose
 dayglow
 deadnettle
 death-camas
 deerhair
 deerstongue
 deviltooth
 desert-beauty
 desert-candle
 desertyholly
 desert-primrose
 desert-willow
 devilsclaw
 devilsclub
 devils-paintbrush
 devils-pincushion
 devils-shoestring
 devilstongue
 devils-walkingstick
 Diels (cotoneaster, etc.)
 dimplecone
 ditchfoot
 ditch-sunflower
 dogbrler
 dogfennel
 dogtail
 doublefile
 doubleflowering
- doubleray
 doubletooth
 Douglas-fir
 dovefoot
 doveplum
 dracena
 dragonhead
 duckpotato
 duncecap
 dusty-miller
 Dutchmans-breeches
 Dutchmans-pipe
 dwarf-dandelion
- eardrops
 earthgall
 earthstar
 earthtongue
 Easter-bells
 Eca (rose, etc.)
 edible-podded #pea
 clephanthead
 elkslip
 epaulette-tree
 evening-primrose
 evening-snow
 evening-star
 evergold
 evergreen-grape
 everlasting
 eyebalm
 eyebright
- fairybells
 fairywand
 fall-daffodil
 fall-dandelion
 false-arborvitae
 false-azalea
 false-camomile
 false-carrot
 false-dragonhead
 false-flax
 false-hellebore
 false-indigo
 false-mastic
 false-mesquite
 false-olive
 false-spirea
 false-tamarix
 false-yarrow
 fanscale
 farewell-to-spring
 featherfleece
 featherfoil
 feather-hyacinth
 featherpetal
 feathertop
 fernbrake
 fernshaw
 field #bean
 fieldcress
 fieldmadder
 field #pea
 figmarigold
 finetooth
 firemoss
 firepink
 fishhooks
 fishpoison-tree
 five-blade
 five-coil
 five-finger
 five-stamen
 flamboyant-tree
 flamepoppy
 flameray
 flat-sedge
 floatingheart
 floptop
 Florida-boxwood
 flowerfence
 flowering-rush
 flower-of-an-hour
 flower-of-Jove
 frogfruit
 forget-me-not
- four-color
 four-o'clock
 four-stamen
 four-wing
 foxchop
 foxfeet
 foxglove
 foxtail #grass
 Franciscan-nightshade
 fringebell
 fringe-orchid
 frogbit
 frogfoot
 fullers #teasel
 fullmoon
- gallwind
 garambullo
 garden #bean
 garden #pea
 gayfeather
 gaywings
 ghostpipe
 giantfennel
 giantgroundsel
 gill-over-the-ground
 gill-edge
 globe-amaranth
 globe-cone
 globedaisy
 globemallow
 globethistle
 globe-tulip
 glorybower
 goatsbeard
 goatsrue
 goldband
 goldbeard
 goldblotch
 gold-dust
 gold-edge
 golden-aster
 golden-back
 goldenball
 goldenbeard
 goldenbowl
 goldenchain
 goldenchub
 golden-eyed-grass
 goldenfeather
 goldenfleece
 goldenglow
 golden-larch
 goldenlocks
 goldenmoon
 goldenpert
 goldenplume
 golden-rain-tree
 goldenrod
 goldenseal
 golden-shower
 goldenstar
 goldentop
 goldentuft
 goldentwig
 goldenwave
 golden-yarrow
 gold-eye-grass
 goldfields
 goldhair
 Goldie (fern, etc.)
 goldmoss
 goldspot
 goldstripe
 goldthead
 goldtip
 goldtwig
 goldvein
 good-King-Henry
 gooseberry-tree
 goosefoot
 goosetongue
 grains-of-paradise
 grape-hyacinth
 grass-pink
 grasswidow
 gravel-blind
 graybox

- Grays (lily, etc.)
 Greek-valerian
 greenbrier
 green-ebony
 greenfire
 greenheart
 green-net
 greenscale
 greensides
 greenstem
 greenthread
 greentwig
 greenvein
 groundcedar
 groundcherry
 ground-ivy
 groundpine
 groundsmoke
 Guiana-chestnut
 gumbo-limbo
 gum-myrtle
 gunbright
 guttapercha

 hair-grass
 hairyhead
 halfhigh
 halfmoon
 halfskirt
 hardbeam
 hardhack
 hard-iron
 hardshell
 harebell
 harebottle
 hares-ear-mustard
 harestalk
 hartstongue
 hawksbeard
 healbite
 heartpetal
 hedgehog-coneflower
 hedgemustard
 hedgestraw
 Hercules-club
 heronbill
 Hicks (yew, etc.)
 Himalaya-berry
 Himalaya-honeysuckle
 Hinds (walnut, etc.)
 hoarycress
 hogpeanut
 hogfennel
 hollowstem
 hollyaster
 hollygrape
 honeybell
 honeybind
 honeybloom
 honeylocust
 honeysuckle
 hophornbeam
 hopsage
 hornpoppy
 horsebalm
 horsechestnut
 horse-eye
 horsegentian
 horsemint
 horse-nettle
 horse-pipe
 horseradish
 horseradish-tree
 horsetail
 horsetail-tree
 houndstongue
 house-amaryllis
 houseleek
 hummingbird-trumpet
 hyacinth-bean
 hydrangea-vine

 incense-cedar
 India-almond
 India-elm
 India-hawthorn
 India-mulberry

 Indian-fig
 Indian-physic
 Indian-pipe
 Indian-potato
 Indian-tobacco
 Indian-warrior
 Indian-wheat
 ivory-leaves
 ivy-arum
 ivybells
 ivy-gourd
 ivy-vine

 jaburan
 jackfrost
 jackfruit
 Jacobs-rod
 jambolan-plum
 Jersey-tea
 Jerusalem-artichoke
 Jerusalem-cherry
 Jerusalem-oak
 Jerusalem-sage
 Jerusalem-thorn
 jobs-tears
 joe-pye-weed
 jointfir
 jointvetch
 Josephs-coat
 Joshua-tree
 Judas-tree
 jungle-plum
 jungle-rice
 Jupiters-beard

 kafircorn
 karanda
 Kartaba (iris, etc.)
 kasumi (cherry, etc.)
 kasura-tree
 kauri-pine
 kei-apple
 kidney bean
 kidneyvetch
 kittentails
 kohlrabi
 kolomikta
 kousa
 kudzu
 kwanso (daylily, etc.)
 kyushu (azalea, etc.)

 Labrador-tea
 lacquer-tree
 ladies-tresses
 ladybell
 ladyslipper
 ladysmantle
 ladysthumb
 lambsquarters
 lap-lova
 largetooth
 lavender-cotton
 leaf-flower
 lemon-verbena
 lignumvitae
 lilybasket
 lily-of-the-valley
 lions-ear
 little-pickles
 live-ever
 liveforever
 liver-balsam
 living-rock
 lizardtail
 loblolly-bay
 loggerheads
 London-pride
 longbarb
 longcluster
 longlip
 long-spine
 long-stalk
 Longs (grape, etc.)
 longtube
 lookingglass
 loveman

 Madden-cherry
 Madeira-bay
 Madeira-vine
 Magdalena (mock
 orange, etc.)
 mahala-mats
 maidencane
 maidenhair-tree
 Malabar-nut
 Malabar-plum
 Malay-apple
 malu-creper
 mame (cherry, etc.)
 mandacaru
 Mangles (everlasting,
 etc.)
 marestalk
 Mardin (iris, etc.)
 Maries (fir, etc.)
 marshcress
 marsh-elder
 marshfire
 marshmallow
 marshmarigold
 Martens (selaginella,
 etc.)
 Mascarene (grass, etc.)
 matilija-poppy
 Matreed
 matrimony-vine
 mayapple
 maybloom
 maypear
 Mays (brake, etc.)
 meadowbeauty
 meadowfoam
 meadowtrue
 mealyrat
 Meiwa (kumquat, etc.)
 merrybells
 Mexican-buckeye
 Mexican-clover
 Mexican-orange
 Mexican-star
 Mexican-tea
 Michaelmas-daisy
 milkthistle
 milkvetch
 mistmaiden
 miyama
 mock-cucumber
 mockorange
 mock-strawberry
 Molucca-balm
 momi
 monkeycomb
 monkeypuzzle
 monks-hood-vine
 monreale
 Moores (agapanthus,
 etc.)
 moosetongue
 morning-glory
 moso
 mosquitotrap
 moss #rose
 moth #bean
 moth-orchid
 mountain-ash
 mountain-bluet
 mountain-dandelion
 mountain-heath
 mountain-holly
 mountain-laurel
 mountain-lilac
 mountain-mahogany
 mountain-mint
 mouse-ear
 mouselet
 Moyes (rose, etc.)
 mudbank
 mullein
 mung #bean
 mundi-root
 Mupin (cotoneaster,
 etc.)
 muskphlox
 myrtle-of-the-river

 Narbonne (flax, etc.)
 narihira
 Natal-ebony
 navy #bean
 needle-and-thread
 needlerush
 netvein
 nightblooming
 nightjasmine
 nightphlox
 nimblewill
 ningala
 Nippon-bells
 nodfruit
 nosesmart

 ocean-spray
 Ocomee-bells
 oldman (fern, etc.)
 one-spike
 orange-eye
 orange-jasmine
 orange-rose
 organpipe
 orobus
 Osage-orange
 otaksa
 owclover
 oxe-eye-daisy

 painted-cup
 palma #dulce
 paloblanco
 pansy-orchid
 paper-mulberry
 paradise-tree
 parrotleather
 Parsons (arborvitae, etc.)
 partridgefoot
 pawpaw
 pear-hip
 pearfruit
 pearl-stripe
 peashrub
 peatpink
 pea-tree
 pennyrot
 pheasanteye
 pinebarren
 pinemat
 pinkbells
 pink-edge
 pinkscale
 pink-shell
 pinkshower
 pink-star
 pinkstem
 pinkstripe
 pinkwax
 pinpillow
 pinpoint
 pinxterbloom
 plumepoppy
 plum-pine
 poets (narcissus, etc.)
 pointvetch
 poison-hemlock
 poison-ivy
 poison-oak
 poison-sumac
 poisonvetch
 pond-apple
 pondcypress
 ponyfoot
 poor-robins-plantain
 popglove
 poppy-mallow
 Portugal-laurel
 possumhaw
 Potts (tritonia, etc.)
 prairie-clover
 prairie-gentian
 prairie-mallow
 prairie-smoke
 pricklepoppo
 prickly-ash
 pricklypear

- prickly-thrift
 pricktimber
 pride-of-Madeira
 primrose-willow
 princesfeather
 princesplume
 princess-pine
 puckneedle
 purplebell
 purplecane
 purplecone
 purple-eye
 purple-lady
 purplenet
 purple-spot
 purplestem
 purple-stripe
 purplewreath
 pussy-ears
 pussypaws
 pussytoes
- quakerladies
 Queen-Annes-lace
 queen-of-the-night
 Queensland-nut
 quill-leaf
- rabbitear
 rabbitfoot
 rabbittail
 ragged-robin
 ramsherd
 Rangoon-creeper
 rattlesnake-plantain
 rattlesnake-root
 redbay
 redbead
 redbox
 redecedar
 red-devil
 redfresh
 redflowering
 redhelmet
 redmajds
 red-osier
 redpepper
 redrim
 redscale
 redshanks
 redshoot
 redspot
 redspray
 redspur
 redstem
 redtip
 redtwig
 redwool
red-white-and-blue-
flower
 Reeves (spirea, etc.)
 rice bean
 ricepaper-plant
 Rivers (beech, etc.)
 rockbeauty
 rockbrake
 rockcross
 rockjasmine
 rockmat
 rockpurslane
 rockspirea
 rockspray
 rosa-montana
 rosarypea
 rose-acacia
 rosegay
 rose-gentian
 rosemallow
 rosemyrtil
 rose-of-heaven
 rose-of-Jericho
 rosepink
 rose-ring
 roundbud
- round-eared
 roundheart
 roundlobe
 roundtop
 runningpine
 Russian-olive
 Russian-thistle
- sacred-lily
 saffron-plum
 sagerose
 St. Augustine (grass,
 etc.)
 St.-Bernards-lily
 St.-Brunos-lily
 St.-James-lily
 St. Johns (coontie, etc.)
 St. Johns-wort
 salad-rocket
 saltcedar
 saltmarsh
 saltmeadow
 salt-tree
 sandheath
 sandmint
 sandmyrtle
 sandreed
 sandverbena
 sappan
 sapsuck-bush
 satinpoppy
 saw-palmetto
 sawpelt
 scarboro-lily
 scarlet-bugler
 scarletfunnel
 scarletplume
 scorpion-senna
 Scotch-broom
 scouring-rush
 screwpine
 scurf-pea
 sea-buckthorn
 seagrape
 seaholly
 seakale
 sea-lavender
 seamoss
 sea-onion
 seaplum
 sea-urchin
 seawife
 selfheal
 Seneca-snakeroot
 senna-pea
 sensitive-pea
 seven-lobe
 seven-stars
 seven-year-apple
 shadescale
 sharp-lobe
 sharpscale
 shell #bean
 shepherds-purse
 shooting-star
 shortbeak
 shortcluster
 short-hair
 short-spine
 shrub-althea
 sidebells
 side-oats
 silk-oak
 silktassel
 silktassel-bush
 silverbell
 silverdust
 silver-edge
 silverline
 silvermargin
 silvernerve
 silverplume
 silverpurple
 silverstar
 silvervein
- singhara-nut
 six-weeks
 skunkcabbage
 skylblue
 skydrop
 Smalls (penstemon, etc.)
 snailclover
 snakebeard
 snakegourd
 snakepipe
 snap #bean
 snowcloud
 snowgarland
 snowhill
 snowpoppy
 snow-wreath
 soapbloom
 Solomon-plume
 Solomons-seal
 sourclover
 southernplume
 sowthistle
 Spanish-bayonet
 Spanish-dagger
 Spanish-moss
 Spanish-needles
 spectacle-pod
 speedwell
 spider-orchid
 spiderweb
 spikeheath
 spikerush
 spike-sedge
 spine-date
 spinemallow
 spirea
 spongegourd
 springbeauty
 spurgall
 spurge-nettle
 spurge-olive
 spur-valerian
 squaw-apple
 squawcarpet
 squirrelcorn
 squirting-cucumber
 star-apple
 star-bur
 star-gooseberry
 starjasmine
 star-thistle
 stiffstem
 stinging-nettle
 stinkbell
 stonebreak
 stonegall
 stonemint
 straightstem
 strawberry-blite
 strawberry-tree
 string #bean
 sugar-apple
 sugar #beet
 sugarbird
 sugar #pea
 sugar-root
 summer-cypress
 summer-fir
 summer-hyacinth
 summersweet
 sunn-hemp
 sunray
 Surinam-cherry
 swampbay
 swampcandle
 swamp-laurel
 swamp-pink
 swamp-privet
 swan-orchid
 sweet-anise
 sweetbay
 sweet-calabash
 sweetclover
 sweetflag
 sweetgale
 sweetgum
- sweetpotato
 sweetshrub
 sweetspire
 sweet-sultan
 sweetvetch
 sweetwater
 sweet-william
 Syrian-privet
- tailgrape
 tangletail
 tanoak
 tansymustard
 tansy-ragwort
 tea-olive
 Teas (catalpa, etc.)
 teaselgourd
 tea-tree
 telegraph-plant
 Tennessee-indigo
 tefary #bean
 Texas-plume
 thickspike
 thintail
 thornapple
 thoroughgrowth
 threadstalk
 three-coil
 three-color
 three-lobe
 three-seed
 three-spine
 three-tip
 throughgrow
 tickclover
 tick-trefoil
 tidemارش
 tigerfoot
 tigertail
 tipu-tree
 tonka-bean
 toring
 towelgourd
 trailing-arbutus
 travelers-joy
 travelers-tree
 treacle-mustard
 treebeard
 treehair
 treemallow
 treepoppy
 tree-spirea
 tree-tomato
 true-dwarf (box)
 trumpetreeper
 tumblemustard
 tung-oil tree
 turbantop
 turkeymullein
 turkeysbeard
 Turks-cap
 Turks-rug
 turnip-chervil
 twinbloom
 twist-arum
 twocolor
 two-groove
 two-row
 two-wing
- umbrella-pine
 umbrellasedge
 umbrella-tree
 undergreen
 urd #bean
- valley-mahogany
 Vanhoutte (elm, etc.)
 vegetable-oyster
 Venus-button
 vi-apple
 vinespinach
 Virginia-creeper
 virgins-bower

wakerobin	water-stargrass	winter-aconite	yellowband
walkingstick	waterwillow	wintercress	yellowbeard
wallcress	waxgourd	winterfat	yellowbell
wandering-Jew	waxmyrtle	winterhazel	yellow-cedar
waterchestnut	wayfaring-tree	wintersweet	yellowcress
watercreeper	weakleaf	wirelettuce	yellow-edge
water-elm	weavers-broom	wirestem	yelloweye
waterhemlock	wedgescale	witchbells	yellow-eyed-grass
waterhemp	Welsh-poppy	witch-hazel	yellowflag
water-hyacinth	whisperingbells	wolftail	yellowflax
waterhyssop	whitebud	woodbetony	yellowfruit
waterlemon	white-cedar	wood-gossip	yellowheart
waterlettuce	white-edge	woodland-star	yellownet
waterlocust	white-eye	woodnymph	yellow-oleander
watermarigold	white-ironwood	woodrush	yellow-poplar
watermilfoil	whitemat	Woods (rose, etc.)	yellow-rocket
waterparsnip	white-sapote	woodsorrel	yellowspot
waterpepper	whitespike	woodwaxen	yellowstripe
waterplantain	whitespot	woollybutt	yellowtip
waterpoppy	whitestem	woollyhead	yellowvein
waterprimrose	whitestripe	woolwitch	yellow-vetch
watershield	wildcelery	woundwort	yerba-buena
watershrub	wildgoose		yerba-del-venado
water-snowflake	wild-inchigo	yate-tree	yerba-santa
watersoldier	wildrice	Yeddo-hawthorn	Youngs (cypress, etc.)
waterstar	wingstem		

INSECT NAMES

8.6. The following list of insect names is taken from the list of names approved by the Entomological Society of America and serves as a guide to compounding for these specialized terms.

8.7. Except as indicated in the list, names ending in *bug*, *fly*, *hopper*, *roach*, and *worm* are set solid; names with a final element of *ant*, *aphid*, *beetle*, *borer*, *caterpillar*, *louse*, *maggot*, *midge*, *miner*, *mite*, *mosquito*, *moth*, *roller*, *scale*, *thrips*, *tick*, and *weevil* are set as two words.

achemon sphinx	cabbage curculio	dog flea	grape leaf skeletonizer
African mole cricket	cabbage looper	Douglas-fir engraver	grape phylloxera
alfalfa looper	cabbage seedstalk cur- culio	dusky stink bug	grape seed chalcid
alfalfa plant bug	cadelle		grapevine looper
angular-winged katydid	California pear-slug	eastern subterranean termite	grasshopper bee fly
apple and thorn skele- tonizer	California prionus	eggplant lace bug	great ash sphinx
apple curculio	California tortoise-shell	eight-spotted forester	greenhouse leaf tier
apple leaf skeletonizer	caragana plant bug	elm calligrapha	greenhouse orthea cricket
apple red bug	Carolina mantid	elm casebearer	greenhouse stone cricket
apple seed chalcid	carpenter bee	elm cockscomb aphid gall	green meadow locust
apple sucker	carrot rust fly	elm lace bug	green rose chafer
Argentine ant	catapla sphinx	elm sphinx	green stink bug
Arizona cotton stainer	cat flea	eupatorium gall fly	hackberry engraver
ash plant bug	celery leaf tier	European chafer	hackberry lace bug
azalea lace bug	celery looper	European chicken flea	hackberry nipple gall maker
	chain-spotted geometer	European earwig	hairy chinch bug
bald-faced hornet	changa	European fruit leca- nium	harlequin bug
balsam-fir sawyer	cheese skipper	European mantid	hawthorn lace bug
banded woollybear	cherry casebearer		hellgramite
basswood lace bug	cherry fruit fly	false chinch bug	hemlock looper
basswood leaf roller	chigger	false stable fly	hessian fly
bean leaf skeletonizer	chigoe	field cricket	hickory horned devil
bed bug	chinch bug	fiery hunter	hickory plant bug
beech scale	Chinese mantid	fig wasp	hollyhock plant bug
birch casebearer	chrysanthemum lace bug	filament bearer	honey bee
birch skeletonizer	cigar casebearer	firebrat	hop looper
birch tube maker	Clear Lake gnat	fir engraver	hop plant bug
black blow fly	clouded sulphur	forage looper	horned passalus
black cherry fruit fly	clover looper	fork-tailed bush katy- did	horned squash bug
black-horned tree cricket	clover root curculio	Formosan subterranean termite	horn fly
black horse fly	clover seed chalcid	four-lined plant bug	horse bot fly
black swallowtail	cluster fly	four-spotted tree cricket	house centipede
black widow spider	cochineal insect	frit fly	house cricket
bloodsucking conenose	common cattle grub		house fly
blue horntail	conchuela	garden springtail	human bot fly
book louse	cotton lace bug	garden symphyan	human flea
boxelder bug	cotton leaf perforator	giant hornet	Japanese broad-winged katydid
boxelder psyllid	cotton stainer	giant water bug	Jerusalem cricket
boxwood psyllid	coulee cricket	golden-eye lacewing	
bristly rose-slug	cowpea curculio	grape cane gall maker	khapra beetle
broad-winged katydid	cranberry girdler	grape colaspis	
brown-banded roach	currant fruit fly	grape curculio	lantana gall fly
brown stink bug	currant stem girdler	grape leaf folder	lantana lace bug
bumelia fruit fly			

- lantana seed fly
larch casebearer
large aspen tortrix
large milkweed bug
latrine fly
leaf crumpler
leaf-footed bug
lesser bulb fly
linden looper
little house fly
Madeira roach
maple leaf cutter
maple petiole borer
maple trumpet skeletonizer
masked hunter
meadow plant bug
Mediterranean fruit fly
melon fly
Mexican fruit fly
Mormon cricket
mossy rose gall
narcissus bulb fly
narrow-winged mantid
negro bug
northeastern sawyer
northern cattle grub
northern masked chafer
northern mole cricket
northern rat flea
nose bot fly
oak lace bug
oak skeletonizer
olive fruit fly
omnivorous leaf tier
one-spot stink bug
onion plant bug
orange-dog
orange tortrix
Oregon fir sawyer
oriental fruit fly
oriental house fly
oriental rat flea
painted beauty
pear-slug
palm leaf skeletonizer
papaya fruit fly
pea leaf miner
pear plant bug
pear psylla
pear-slug
pecan cigar casebearer
pecan leaf casebearer
pecan leaf phylloxera
pecan nut casebearer
pecan phylloxera
periodical cicada
persimmon psylla
phlox plant bug
pigeon fly
pigeon tremex
pine chafer
pine engraver
pipevine swallowtail
pistol casebearer
plum curculio
plum gouger
poplar tent maker
potato psyllid
potato scab gnat
poultry bug
pyramid ant
quince curculio
ragweed plant bug
range crane fly
rapid plant bug
red-admiral
resplendent shield bearer
rhododendron lace bug
rhubarb curculio
rice stink bug
ring-legged earwig
rose chafer
rose curculio
rose root wasp gall
rose-slug
rose stem girdler
saddled prominent
sagebrush defoliator
Say stink bug
screw-worm
secondary screw-worm
sheep bot fly
sheep ked
silverfish
silver-spotted skipper
small milkweed bug
snowy tree cricket
southern buffalo gnat
southern green stink bug
southern masked chafer
southern mole cricket
southern pine sawyer
Spanish-fly
spice-bush swallowtail
spined soldier bug
spotted garden slug
spotted Mediterranean
cockroach
spotted pine sawyer
spotted-wing antlion
squash bug
stable fly
sticktight flea
striped horse fly
Surinam cockroach
swallow bug
sycamore lace bug
tarnished plant bug
three-cornered alfalfa hopper
throat bot fly
tiger swallowtail
tile-horned prionus
toad bug
tomato psyllid
turkey gnat
twig girdler
twig pruner
two-spotted stink bug
two-striped walkingstick
vagabond crambus
vedalia
vetch bruchid
viceroy
Virginia-creeper sphinx
walkingstick
walnut husk fly
walnut sphinx
waterlily leaf cutter
western chicken flea
western chinch bug
western grape leaf skeletonizer
western hemlock looper
western oak looper
West Indian fruit fly
wheat straw-worm
wheel bug
white-lined sphinx
white-spotted sawyer
yellow woollybear
yucca plant bug
zebra caterpillar

9. PUNCTUATION

9.1. Punctuation is a device to clarify the meaning of written or printed language. Well-planned word order requires a minimum of punctuation. The trend toward less punctuation calls for skillful phrasing to avoid ambiguity and to insure exact interpretation. The MANUAL can only offer general rules of text treatment. A rigid design or pattern of punctuation cannot be laid down, except in broad terms. The adopted style, however, must be consistent and be based on sentence structure.

9.2. The general principles governing the use of punctuation are (1) that if it does not clarify the text it should be omitted, and (2) that in the choice and placing of punctuation marks the sole aim should be to bring out more clearly the author's thought. Punctuation should aid in reading and prevent misreading.

Apostrophe

(See "Possessives and apostrophes," pp. 70-71.)

Brace

9.3. The brace is used to show the relation of one line or group of lines to another group of lines. The point of the brace is placed toward the fewer number of lines; or if the number of lines is the same, toward the single group. For examples of braces used in tabular matter, see rule 14.35, page 187.

Supervision of timber sales.	{	1-hour jobs	{	District 1	} 1½ hours' travel-----	} Sales conducted monthly from May to July.
		2-hour jobs	District 7			
			District 6			
		3-hour jobs	District 4	1 hour's travel-----		
District 2	District 3		2 hours' travel-----			
			{	District 5		

Brackets

Brackets, in pairs, are used—

9.4. To indicate a correction, a supplied omission, an interpolation, a comment, or a caution that an error is reproduced literally. (For use of parentheses, see rule 9.80, p. 144.)

He came on the 3d [2d] of July.

Our conference [lasted] 2 hours.

The general [Washington] ordered him to leave.

The paper was as follows [reads]:

I do not know. [Continues reading:]

[Chorus of "Mr. Chairman."]

They fooled only themselves. [Laughter.]

Our party will always serve the people [applause] in spite of the opposition [loud applause]. (If more than one bracketed interpolation, both are included within the sentence.)

The WITNESS. He did it that way [indicating].

Q. Do you know these men [handing witness a list]?

The bill had *not* been paid. [Italic added.] or [Emphasis added.]

The statue [sic] was on the statute books.

The WITNESS. This matter is classified. [Deleted.]

[Deleted.]

Mr. JONES. Hold up your hands. [Show of hands.]

Answer [after examining list]. Yes; I do.

Q. [Continuing.]

A. [Reads:]

A. [Interrupting.]

- 9.5. In bills, contracts, etc., to indicate matter that is to be omitted.
- 9.6. In mathematics, to denote that enclosed matter is to be treated as a unit. (For examples, see p. 178.)
- 9.7. A single bracket may be used to indicate matter overrun into an adjoining blank space.

[of all.]

Till one man's weakness grows the strength

Argentina: [710]

Wireless, regulations of— 93, 682, 703,

- 9.8. When matter in brackets makes more than one paragraph, start each paragraph with a bracket and place the closing bracket at end of last paragraph.

Colon

The colon is used—

- 9.9. Before a final clause that extends or amplifies preceding matter. (See also rule 9.49, p. 142.)

Give up conveniences; do not demand special privileges; do not stop work: these are necessary while we are at war.

Railroading is not a variety of outdoor sport: it is service.

- 9.10. To introduce formally any matter which forms a complete sentence, question, or quotation.

The following question came up for discussion: What policy should be adopted?

He said: [if direct quotation of more than a few words follows]. (See also rule 9.49, p. 142.)

There are three factors, as follows: First, military preparation; second, industrial mobilization; and third, manpower.

- 9.11. After a salutation.

MY DEAR SIR:

Ladies and Gentlemen:

To Whom It May Concern:

- 9.12. In expressing clock time.

2:40 p.m. (use thin colon; if not available, do not use thin space on right of colon)

- 9.13. After introductory lines in lists, tables, and leaderwork, if subentries follow.

Seward Peninsula:

Council district:

Northern Light Mining Co.

Wild Goose Trading Co.

Fairhaven district: Alaska Dredging Association (single subitem runs in).

Seward Peninsula: Council district (single subitem runs in):

Northern Light Mining Co.

Wild Goose Trading Co.

- 9.14. In Biblical and other citations (full space after colon).

Luke 4: 3.

I Corinthians xiii: 13.

Journal of Education 3: 342-358.

- 9.15. In bibliographic references, between place of publication and name of publisher.

Congressional Directory. Washington: U.S. Government Printing Office.

- 9.16. To separate book titles and subtitles.

Financial Aid for College Students: Graduate

Germany Revisited: Education in the Federal Republic

9.17. In imprints before the year (en space each side of colon).

U.S. Government Printing Office
Washington : 1966

9.18. In proportions.

Concrete mixed 5:3:1 (use 9-unit center colons)
but 5-2-1 (when so in copy)

9.19. In double colon as ratio sign.

1:2::3:6 (use 9-unit center colon for single colons; thin colons to make double colon, with thin space each side of double colon)

Comma

The comma is used—

9.20. To separate two words or figures that might otherwise be misunderstood.

Instead of hundreds, thousands came.

Instead of 20, 50 came.

February 10, 1929.

In 1930, 400 men were dismissed.

To John, Smith was very kind.

What the difficulty is, is not known; *but* he suggested that that committee be appointed.

9.21. Before a direct quotation of only a few words following an introductory phrase. (See also rule 9.10, p. 138.)

He said, "Now or never."

9.22. To indicate the omission of a word or words.

Then we had much; now, nothing

9.23. After each of a series of coordinate qualifying words:

short, swift streams; *but* short tributary streams

9.24. Between introductory modifying phrase and subject modified.

Beset by the enemy, they retreated.

9.25. Before and after *Jr.*, *Sr.*, *Esq.*, *Ph. D.*, *F.R.S.*, etc., within a sentence.

Henry Smith, Jr., chairman
Peter Johns, F.R.S., London
Washington, D.C., schools
Motorola, Inc., factory

Brown, A. H., Jr. (*not* Brown, Jr.,
A. H.)
but John Smith 2d (*or* II); Smith, John, II
Mr. Smith, Junior, also spoke (where
only last name is used)

9.26. To set off parenthetical words, phrases, or clauses.

Mr. Jefferson, who was then Secretary of State, favored the location of the National Capital at Washington.

It must be remembered, however, that the Government had no guarantee.

It is obvious, therefore, that this office cannot function.

The atom bomb, which was developed at the Manhattan project, was first used in World War II.

Their high morale might, he suggested, have caused them to put success of the team above the reputation of the college.

The restriction is laid down in title IX, chapter 8, section 15, of the code.

but:

The man who fell [restrictive clause] broke his back.

The dam which gave way [restrictive clause] was poorly constructed.

He therefore gave up the search.

9.27. To set off words or phrases in apposition or in contrast.

Mr. Green, the lawyer, spoke for the defense.
 Mr. Jones, attorney for the plaintiff, signed the petition.
 Mr. Smith, not Mr. Black, was elected.
 James Roosevelt, Democrat, of California.

9.28. After each member within a series of three or more words, phrases, letters, or figures used with *and*, *or*, or *nor*.

red, white, and blue
 horses, mules, and cattle; *but* horses and mules and cattle
 by the bolt, by the yard, or in remnants
 a, b, and c
 six, seven, and 10
 neither snow, rain, nor heat
 2 days, 3 hours, and 4 minutes (series); *but* 2 days 3 hours 4 minutes (age)

9.29. Before the conjunction in a compound sentence with an independent clause.

Fish, mollusks, and crustaceans were plentiful in the lakes, and turtles frequented the shores.
 The boy went home alone, and his sister remained with the crowd.

9.30. After a noun or phrase in direct address.

Senator, will the measure be defeated?
 Mr. Chairman, I will reply to the gentleman later.

9.31. After an interrogative clause, followed by a direct question.

You are sure, are you not? You will go, will you not?

9.32. Between title of person and name of organization in the absence of the words *of* or *of the*. (See also rule 9.45, p. 141.)

Chief, Division of Finance
 chairman, Committee on Appropriations
 colonel, 7th Cavalry
 president, Yale University

9.33. Inside closing quotation mark. (This is not intended to change existing practice in bills and other legislative work.) (See also rules 9.130-9.131, p. 150.)

He said "four," not "five."
 "Freedom is an inherent right," he insisted.
 Items marked "A," "B," and "C," inclusive, were listed.

9.34. To separate thousands, millions, etc., in numbers of four or more digits. (See also rule 9.39, p. 141.)

4,230 50,491 1,000,000

9.35. After year in complete dates within sentence.

The reported dates of September 11, 1943, to June 12, 1944, were proved erroneous; *but* production for June 1950 was normal.

The comma is omitted—**9.36. Before ZIP (zone improvement plan) postal-delivery number.**

Government Printing Office, Washington, D.C. 20401
 Washington, D.C. 20401, is the * * *

For single lines, see rule 17.1, p. 221.

9.37. Between month and year in dates.

June 1938; 22d of May 1938; February and March 1938; January, February, and March 1938; January 24 A.D. 1938; 15th of June A.D. 1938; 150 B.C.; Labor Day 1966; Easter Sunday 1966; 5 January 1944 (military usage)

9.38. Between the name and number of an organization.

Columbia Typographical Union No. 101
General U. S. Grant Post No. 25

9.39. In built-up fractions, in decimals, and in serial numbers, except patent numbers.

$\frac{1}{2500}$
1.0947
page 2632
Metropolitan 5-9020 (telephone number)
1721-1727 St. Clair Avenue
Executive Order 11242
motor No. 189463
1450 kilocycles; 1100 meters (no comma unless more than four figures radio only)

9.40. Between superior figures or letters in footnote references.

Numerous instances may be cited.^{1 2}
Data are based on October production.^{a b}

9.41. Between two nouns one of which identifies the other.

The Children's Bureau's booklet "Infant Care" is a bestseller.

9.42. Before ampersand (&). (For exception, see rule 16.32, p. 219.)

Brown, Wilson & Co.
Mine, Mill & Smelter Workers

9.43. Before a dash.**9.44. In bibliographies, between name of publication and volume or similar number.**

American Library Association Bulletin 34: 238, April 1940.

9.45. Wherever possible without danger of ambiguity.

\$2 gold
\$2.50 U.S. currency
\$3.50 Mexican
Executive Order No. 21
General Order No. 12; *but* General Orders, No. 12
Public Law 85-1
My age is 30 years 6 months 12 days
John Lewis 2d (*or* II)
Martin of Alabama; Martin of Massachusetts; *but* Robert F. Kennedy, of New York; Kennedy of Massachusetts (duplicate names of Senators or Representatives in U.S. Congress)
Carroll of Carrollton; Henry of Navarre (places closely identified with the persons); *but* John Anstruther, of New York; President Hadley, of Yale University
James Bros. et al.; *but* James Bros., Nelson Co., et al. (last element of series)

Dash

The em dash is used—

9.46. To mark a sudden break or abrupt change in thought. (See also rule 9.81, p. 145.)

He said—and no one contradicted him—"The battle is lost."
If the bill should pass—which God forbid!—the service will be wrecked.
The auditor—shall we call him a knave or a fool?—approved an inaccurate statement.

9.47. To indicate an interruption or an unfinished word or sentence. A 2-em dash will be used when the interruption is by a person other than the speaker and a 1-em dash will show self-interruption. (Note that extracts must begin with a true paragraph. Following extracts, 10 point must start as a paragraph, as example shown.)

"Such an idea can scarcely be——"
 "The word 'donation'——"
 "The word 'dona——'"
 He said: "Give me lib——"
 The bill reads "repeal," not "am——"
 Q. Did you see——A. No, sir.

Mr. BROWN (reading):
 The report goes on to say that—
 Observe this closely—
 during the fiscal year * * *.

9.48. Instead of commas or parentheses, if the meaning may thus be clarified.

These are shore deposits—gravel, sand, and clay—but marine sediments underlie them.

9.49. Before a final clause that summarizes a series of ideas. (See also rule 9.9, p. 138.)

Freedom of speech, freedom of worship, freedom from want, freedom from fear—these are the fundamentals of moral world order.

9.50. After an introductory phrase reading into the following lines and indicating repetition of such phrase.

I recommend—
 That we accept the rules;
 That we also publish them; and
 That we submit them for review.

9.51. With a preceding question mark, in lieu of a colon.

How can you explain this?—"Fee paid, \$5."

9.52. Sometimes, in lieu of opening quotation mark, in French, Spanish, and Italian dialog.

9.53. To precede a credit line or a run-in credit or signature.

Still achieving, still pursuing,
 Learn to labor and to wait.
 —Longfellow.

Every man's work shall be made manifest.—I Corinthians 3: 13.
 This statement is open to question.—GERALD H. FORSYTHE.

9.54. After a run-in sidehead. (For examples, see rule 9.96, p. 146.)

9.55. To separate run-in questions and answers in testimony. (See also rule 18.27, p. 230.)

Q. Did he go?—A. No.

The em dash is not used—

9.56. At the beginning of any line of type, except as indicated in paragraphs 9.51 and 9.52.

9.57. Immediately after a comma, colon, or semicolon.

The en dash is used—

9.58. In a combination of figures, letters, or figures and letters. (An en dash, not a hyphen, is used, even when such terms are adjective modifiers.) (See also rule 6.44, p. 79.)

exhibit 6-A
 5-20 bonds
 DC-14; *but* Convair 340
 Public Law 85-1, *but* Public Laws 85-1—
 85-20 (note em dash between two
 elements with en dashes)

4-H Club
 LK-66-A(2)-74
 \$15-\$20
 CBS-TV network
 AFL-CIO merger
but ACF-Brill Motors Co.

9.59. In the absence of the word *to* when denoting a period of time. (See also rule 11.8c, p. 170.)

1935-37

January-June

Monday-Friday

The en dash is not used—

9.60. For *to* when the word *from* precedes the first of two related figures or expressions. (See also rule 11.8c, p. 170.)

From January 1 to June 30, 1951; *not* from January 1-June 30, 1951.

9.61. For *and* when the word *between* precedes the first of two related figures or expressions.

Between 1923 and 1929; *not* between 1923-29

Ellipsis

9.62. Three asterisks, separated by en quads, are used to denote an ellipsis within a sentence, at the beginning or end of a sentence, or in two or more consecutive sentences (see also rule 9.69). If periods are used instead of asterisks, they are also separated by en quads. To achieve faithful reproduction of excerpt material, editors should indicate placement of terminal period in relation to an ellipsis at the end of a sentence.

He called * * * and left.# * * #When he returned the * * *.

* * * called * * * and left.# * * * he returned the * * *.

He called * * * and * * *. □ When he returned the * * *.

He called * * * and * * * he returned the * * *. (Two or more consecutive sentences, including intervening punctuation)

9.63. Three periods may be used to indicate ellipsis; four periods, when sentence is brought to a close.

He called . . . and left.#. . #When he returned the

. . . called . . . and left.#. . he returned the

He called . . . and . . . □ When he returned the

He called . . . and . . . he returned the (Two or more consecutive sentences, including intervening punctuation)

9.64. Neither asterisks nor periods are overrun alone at the end of a paragraph.

9.65. When both asterisks and periods for ellipsis occur in the copy and periods are not specifically requested, use asterisks throughout.

9.66. A line of asterisks (or periods) indicates an omission of one or more entire paragraphs. In 26½-pica or wider measure, a line of "stars" means 7 asterisks indented 2 ems at each end of the line, with the remaining space divided evenly between the asterisks. In measures less than 26½ picas, 5 stars are used. Quotation marks are not used on line of asterisks or periods in quoted matter. Where line of asterisks ends complete quotation, no closing quote is used.

* * * * *

9.67. Indented matter in 26½-pica or wider measure also requires a 7-star line to indicate the omission of one or more entire paragraphs.

9.68. An extra indention is added in indented matter; except where there are too many varying indentions, then all the asterisks (or periods) have the same alinement.

9.69. If an omission occurs in the last part of a paragraph immediately before a line of stars, three stars are used, in addition to the line of stars, to indicate such an omission.

9.70. If two or more sizes of type are used on a page, 10-point asterisks are indented 2 ems, 8 point and 6 point being alined with the 10-point asterisks.

9.71. Equalize spacing above and below a line of stars.

Exclamation point

9.72. The exclamation point is used to mark surprise, incredulity, admiration, appeal, or other strong emotion, which may be expressed even in a declarative or interrogative sentence.

He acknowledged the error!

What!

How beautiful!

Who shouted, "All aboard!" (Note omission of question mark.)

"Great!" he shouted. (Note omission of comma.)

9.73. In direct address, either to a person or a personified object, *O* is used without an exclamation point, or other punctuation; but if strong feeling is expressed, an exclamation point is placed at the end of the statement.

O my friend, let us consider this subject impartially.

O Lord, save Thy people!

9.74. In exclamations without direct address or appeal, *oh* is used instead of *O*, and the exclamation point is omitted.

Oh, but the gentleman is mistaken.

Oh dear; the time is so short.

Hyphen

The hyphen (a punctuation mark, not an element in the spelling of words) is used—

9.75. To connect the elements of certain compound words. (See "Compound Words," pp. 73-80.)

9.76. To indicate continuation of a word divided at end of a line. (See Word Division, supplement to STYLE MANUAL; for brief description of supplement, see p. 2. For foreign languages, see separate foreign languages.)

9.77. Between the letters of a spelled word.

c-e-n-t-s

h-o-l-d-u-p

9.78. To separate elements of chemical formulas. (See rule 6.44, p. 79.)

9.79. If a break in six digits or over is unavoidable, divide on the comma, retain it, and use a hyphen.

Parentheses

Parentheses are used—

9.80. To set off matter not intended to be part of the main statement or not a grammatical element of the sentence, yet important enough to be included. (For use of brackets, see rule 9.4, p. 137.)

This case (124 U.S. 329) is not relevant.

The result (see fig. 2) is most surprising.

The United States is the principal purchaser (by value) of these exports (23 percent in 1955 and 19 percent in 1956).

(Discussion off the record.)

(Pause.)

The WITNESS (interrupting). It is known * * *.

Mr. JONES (continuing). Now let us take the next item.

Mr. SMITH (presiding).

Mr. JONES (interposing).

(The matter referred to is as follows:)

The CHAIRMAN (to Mr. Smith).

The CHAIRMAN (reading):

Mr. KELLEY (to the chairman). From 15 to 25 percent.

(Objected to.)

(Mr. Smith nods.)

(Mr. Smith aside.)

(Mr. Smith makes further statement off the record.)

Mr. JONES (for Mr. Smith).

A VOICE FROM AUDIENCE. (Use of caps and small caps in hearings.)

SEVERAL VOICES. (Use of caps and small caps in hearings.)

9.81. To enclose a parenthetical clause where the interruption is too great to be indicated by commas. (See also rule 9.46, p. 141.)

You can find it neither in French dictionaries (at any rate, not in Littré) nor in English.

9.82. To enclose an explanatory word not part of the statement.

the Erie (Pa.) News; *but* the News of Erie, Pa.

Portland (Oreg.) Chamber of Commerce; *but* Washington, D.C., schools.

9.83. To enclose letters or numbers designating items in a series, either at beginning of paragraphs or within a paragraph.

The order of delivery will be: (a) Food, (b) clothing, and (c) tents and other housing equipment.

You will observe that the sword is (1) old fashioned, (2) still sharp, and (3) unusually light for its size.

Paragraph 7(B)(1)(a) will be found on page 6. (Note parentheses closed up (see rule 2.9, p. 8).)

9.84. To enclose a figure inserted to confirm a statement given in words if double form is specifically requested. (See also rule 11.18, p. 173.)

This contract shall be completed in sixty (60) days.

9.85. A reference in parentheses at the end of a sentence is placed before the period, unless it is a complete sentence in itself.

The specimen exhibits both phases (pl. 14, A, B).

The individual cavities show great variation. (See pl. 4.)

9.86. If a sentence contains more than one parenthetical reference, the one at the end is placed before the period.

This sandstone (see pl. 6) occurs in every county of the State (see pl. 1).

9.87. When a figure is followed by a letter in parentheses, no space is used between the figure and the opening parenthesis; but if the letter is not in parentheses and the figure is repeated with each letter, the letter is closed up with the figure.

15(a). Classes, grades, and sizes.

15a. Classes, grades, and sizes.

9.88. If both a figure and a letter in parentheses are used before each paragraph, a period and an en space are used after the closing parenthesis; if the figure is not repeated before each letter in parentheses but is used only before the first, the period is placed after the figure.

15(a). When the figure is used before the letter in each paragraph—

15(b). The period is placed after the closing parenthesis.

15. (a) When the figure is used before letter in first paragraph but not repeated with subsequent letters—

(b) The period is used after the figure only.

9.89. Note position of period relative to closing parenthesis:

The vending stand sells a variety of items (sandwiches, beverages, cakes, etc.).

The vending stand sells a variety of items (sandwiches, beverages, cakes, etc. (sometimes ice cream)).

The vending stand sells a variety of items. (These include sandwiches, beverages, cakes, etc. (6).)

9.90. To enclose bylines in congressional work.

(By Sylvia Porter, staff writer)

9.91. When matter in parentheses makes more than one paragraph, start each paragraph with a parenthesis and place the closing parenthesis at end of last paragraph.

Period

The period is used—

9.92. After a declarative sentence that is not exclamatory or after an imperative sentence.

Stars are suns.

He was employed by Sampson & Co.

Do not be late.

On with the dance.

9.93. After an indirect question or after a question intended as a suggestion and not requiring an answer.

Tell me how he did it.

May we hear from you.

May we ask prompt payment.

9.94. In place of parentheses after a letter or number denoting a series.

a. Bread well baked.

b. Meat cooked rare.

c. Cubed apples stewed.

1. Punctuate freely.

2. Compound sparingly.

3. Index thoroughly.

9.95. Sometimes to indicate ellipsis. (See rule 9.63, p. 143.)

9.96. After a run-in sidehead.

Conditional subjunctive.—The conditional subjunctive is required for all unreal and doubtful conditions.

2. Peacetime preparation.—*a.* The Chairman of the National Security Resources Board, etc.

2. Peacetime preparation.—*Industrial mobilization plans.*—The Chairman of the National Security Resources Board, etc.

2. Peacetime preparation.—*Industrial mobilization.*—The Chairman of the National Security Resources Board, etc.

62. Determination of types.—*a. Statement of characteristics.*—Before types of equipment, etc.

Steps in planning for procurement.—(1) *Determination of needs.*—To plan for the procurement of such arms, etc.

62. Determination of types.—(a) *Statement of characteristics.*—Before types of, etc.

DETERMINATION OF TYPES.—Statement of characteristics.—Before types of, etc.

NOTE.—The source material was furnished.

but Source: U.S. Department of Commerce, Bureau of the Census.

9.97. Paragraphs and subparagraphs may be arranged according to the scheme below. The sequence is not fixed, and variations, in

addition to the use of center and side heads or indented paragraphs, may be adopted, depending on the number of parts.

I. (Roman numeral)

A.

1.

a.

(1)

(a)

(i) (lowercase Roman numeral)

(aa)

9.98. To separate integers from decimals in a single expression.

3.75 percent \$3.50 1.25 meters

9.99. In continental European languages, to indicate thousands.

1.317 72.190.175

9.100. After abbreviations, unless otherwise specified. (See "Abbreviations," p. 153.)

gal.

NE.

m. (meter)

qt.

N.Y.

kc. (kilocycle)

9.101. After legends and explanatory matter beneath illustrations. However, legends without descriptive language do not require periods.

FIGURE 1.—Schematic drawing.

FIGURE 1.—Continued.

but FIGURE 1 (no period)

9.102. Rarely, to indicate multiplication. (The multiplication sign is preferable for this purpose.)

ab ($a \times b$)

9.103. After *Article 1, Section 1, etc.*, at beginning of paragraphs. A period and en space are used after such terms.

The period is omitted—

9.104. After—

Lines in title pages.

Center, side, and running heads.

Continued lines.

Boxheads of tables.

Scientific, chemical, or other symbols.

This rule does not apply to abbreviation periods.

9.105. After a quotation mark that is preceded by a period. (See also rule 9.131, p. 150.)

He said, "Now or never."

9.106. After letters used as names without specific designation.

A said to B that all is well.

Mr. A told Mr. B that the case was closed.

but Mr. A. (for Mr. Andrews). I do not want to go.

Mr. K. (for Mr. King). The meeting is adjourned.

9.107. After a middle initial which is merely a letter and not an abbreviation of a name.

Daniel D Tompkins

Ross T McIntire

9.108. After a short name which is not an abbreviation of the longer form. (See also rule 10.23, p. 156.)

Alex

Ed

Sam

9.109. After Roman numerals used as ordinals.

George V

9.110. After words and incomplete statements listed in columns. Full-measure matter is not to be regarded as a column.

9.111. After explanatory matter set in 6 point under leaders or rules.

 (Name) (Address) (Position)

9.112. Immediately before leaders, even if an abbreviation precedes the leaders.

Question mark

The question mark is used—

9.113. To indicate a direct query, even if not in the form of a question.

Did he do it?

He did what?

Can the money be raised? is the question.

Who asked, "Why?" (Note single question mark)

"Did you hurt yourself, my son?" she asked.

9.114. To express more than one query in the same sentence.

Can he do it? or you? or anyone?

9.115. To express doubt.

He said the boy was 8(?) feet tall. (No space before question mark)

The statue(?) was on the statute books.

Quotation marks

Quotation marks are used—

9.116. To enclose direct quotations. (Each part of an interrupted quotation begins and ends with quotation marks.)

The answer is "No."

He said, "John said 'No.'"

"John," said Henry, "why do you go?"

9.117. To enclose any matter following the terms *entitled, the word, the term, marked, designated, classified, named, endorsed, or signed*; but are not used to enclose expressions following the terms *known as, called, so-called, etc.*, unless such expressions are misnomers or slang.

Congress passed the act entitled "An act * * *"

After the word "treaty," insert a comma.

Of what does the item "Miscellaneous debts" consist?

The column "Imports from foreign countries" was not * * *.

The document will be marked "Exhibit No. 21"; *but* The document may be made exhibit No. 2.

The check was endorsed "John Adamson."

It was signed "John."

Beryllium is known as glucinium in some European countries.

It was called profit and loss.

The so-called investigating body.

9.118. To enclose titles of addresses, articles, books, captions, chapter and part headings, editorials, essays, headings, headlines, motion pictures and plays (including TV and radio programs), papers, short poems, reports, songs, subheadings, subjects, and themes. All principal words are to be capitalized. (See also rule 3.52, p. 31.)

An address on "Uranium-235 in the Atomic Age"

The article "Germany Revisited," appeared in the last issue

"The Conquest of Mexico," a published work (book)

Under the caption "Long-Term Treasurys Rise"

The subject was discussed in "Courtwork" (chapter heading)

It will be found in "Part XI: Early Thought"

The editorial "Haphazard Budgeting"

"Compensation," by Emerson (essay)

"United States To Appoint Representative to U.N." (heading or headline)

In "Search for Paradise" (motion picture); "South Pacific" (play)

A paper on "Constant-Pressure Combustion" was read

"O Captain! My Captain!" (short poem)

The report "Atomic Energy: What It Means to the Nation"; *but* annual report of the Public Printer

This was followed by the singing of "The Star-Spangled Banner"

Under the subhead, "Sixty Days of Turmoil," will be found * * *

The subject (or theme) of the conference is "Peaceful Uses of Atomic Energy"

also Account 5, "Management fees."

Under the heading "Management and operation."

Under the appropriation "Building of ships, Navy."

9.119. If poetry is quoted, each stanza should start with quotation marks, but only the last stanza should end with them. The lines of the poem should range on the left, those that rhyme taking the same indentation, and the quotation marks should be cleared. Poems are centered on the longest line; overs 3 ems; 2 leads between stanzas.

"Rest is not quitting
The busy career;
Rest is the fitting
Of self to one's sphere.

"'Tis the brook's motion,
Clear without strife,
Fleeing to ocean
After its life."

—*John Sullivan Dwight.*

9.120. At the beginning of each paragraph of a quotation, but at the end of the last paragraph only.

9.121. To enclose a letter or other communication, which bears both date and signature, within a letter. (See rule 9.126.)

9.122. To give greater emphasis to a word or a phrase. (For better typographical appearance and legibility, such use of quotation marks should be kept to a minimum.)

9.123. To enclose misnomers, slang expressions, sobriquets, or ordinary words used in an arbitrary way. (See also rule 6.26, p. 76.)

He voted for the "lameduck" amendment.

His report was "bunk."

It was a "gentlemen's agreement."

The "invisible government" is responsible.

George Herman "Babe" Ruth.

9.124. Quotation marks will not be borne off from adjacent characters except when they precede a fraction or an apostrophe or precede or follow a superior figure or letter, in which case a thin space will be used. A thin space will also be used to separate double and single quotation marks.

Quotation marks are not used—

9.125. To enclose names of newspapers or magazines.

9.126. To enclose complete letters having date and signature.

9.127. To enclose extracts that are indented or set in smaller type, or solid extracts in leaded matter; but indented matter in text that is already quoted carries quotation marks.

9.128. In indirect quotations.

Tell her yes.

He could not say no.

9.129. Before a display initial which begins a quoted paragraph.

9.130. The comma and the final period will be placed inside the quotation marks. Other punctuation marks should be placed inside the quotation marks only if they are a part of the matter quoted. (See rule 9.33, p. 140.)

Ruth said, "I think so."

"The President," he said, "will veto the bill."

The trainman shouted, "All aboard!"

Who asked, "Why?"

The President suggests that "an early occasion be sought * * *."

Why call it a "gentlemen's agreement"?

9.131. In congressional and certain other classes of work showing amendments, and in courtwork with quoted language, punctuation marks are printed after the quotation marks when not a part of the quoted matter.

Insert the words "growth", "production", and "manufacture".

To be inserted immediately after the words "cadets, U.S. Coast Guard;".

Change "February 1, 1951", to "June 30, 1951".

"Insert in lieu thereof 'July 1, 1953,'."

9.132. When occurring together, quotation marks should precede the footnote reference number.

The commissioner claimed that the award was "unjustified."¹

His exact words were: "The facts in the case prove otherwise."²

9.133. Quotation marks should be limited, if possible, to three sets (double, single, double).

"The question in the report is, 'Can a person who obtains his certificate of naturalization by fraud be considered a "bona fide" citizen of the United States?'"

Semicolon

The semicolon is used—

9.134. To separate clauses containing commas. (See also rule 9.137, p. 151.)

Donald A. Peters, president of the First National Bank, was also a director of New York Central; Harvey D. Jones was a director of Oregon Steel Co. and New York Central; Thomas W. Harrison, chairman of the board of McBride & Co., was also on the board of Oregon Steel Co.

Reptiles, amphibians, and predatory mammals swallow their prey whole or in large pieces, bones included; waterfowl habitually take shellfish entire; and gallinaceous birds are provided with gizzards that grind up the hardest seeds.

Yes, sir; he did see it.

No, sir; I do not recall.

9.135. To separate statements that are too closely related in meaning to be written as separate sentences, and also statements of contrast.

Yes; that is right.

No; we received one-third.

It is true in peace; it is true in war.

War is destructive; peace, constructive.

9.136. To set off explanatory abbreviations or words which summarize or explain preceding matter.

The industry is related to groups that produce finished goods; i.e., electrical machinery and transportation equipment.

There were involved three metal producers; namely, Jones & Laughlin, Armco, and Kennecott.

9.137. The semicolon is to be avoided where a comma will suffice.

Regional offices are located in New York, N.Y., Chicago, Ill., and Dallas, Tex.

Single punctuation

9.138. Single punctuation is used wherever possible without ambiguity.

124 U.S. 321 (no comma)

SIR: (no dash)

Joseph replied, "It is a worthwhile effort." (no outside period)

Type

9.139. Parentheses, brackets, and superior reference figures are always set in roman, not in italic. All other punctuation marks match the type of the words which they adjoin. A lightface dash is used after a run-in boldface sidehead followed by lightface matter. In boldface matter, punctuation, parentheses, brackets, dashes, shilling marks, and fractions are all set in boldface, if available. (See rule 12.16, p. 176.)

NOTES

10. ABBREVIATIONS

(See also Foreign Languages; Numerals; Symbols)

10.1. Abbreviations are used to save space and to avoid distracting the mind of the reader by a needless spelling out of repetitious words or phrases.

10.2. The nature of the publication governs the extent to which abbreviations are used. In text of technical and legal publications, and in parentheses, brackets, footnotes, sidenotes, tables, leaderwork, and bibliographies, many words are frequently abbreviated. Cut-in sideheads, legends, tables of contents, and indexes follow the style of the text.

10.3. Some scientific, technical, and industrial groups have adopted definite forms of abbreviations in their specialized fields. These forms, which omit internal and terminal punctuation, are acceptable for use in publications falling within the respective classes. In such cases, abbreviations are to be marked "Follow." This does not apply to such common abbreviations as in., No., ft. b.m., ft.-c., ft.-lb., etc., even when used in a technical connotation.

10.4. Standard and easily understood forms are preferable, and they should be uniform throughout a job. Abbreviations not generally known should be followed in the text by the spelled-out forms in parentheses the first time they occur; in tables and leaderwork such explanatory matter should be supplied in a footnote. As the printer cannot rewrite the copy, the author should supply these explanatory forms.

10.5. In technical matter, abbreviations for units of measure should be used only with figures; similarly, many other abbreviations should not appear in isolation; for example, energy is measured in foot-pounds, *not* energy is measured in ft.-lb.

Capitals, hyphens, periods, and spacing

10.6. In general, an abbreviation follows the capitalization and hyphening of the word or words abbreviated. It is followed by a period unless otherwise indicated.

c.o.d.

ft.-lb.

St.

10.7. Abbreviations with points are set without spaces. However, initials of a personal name, or abbreviations composed of contractions and initials or numbers, will retain space.

U.S.

U.S.S.R.

U.N.

U.S.C. (*but* Rev. Stat.)

N.Y. (*but* N. Mex.)

r.p.m. (*but* ft. b.m.)

B.S., LL.D. (*but* Ph. D., B. Sc.)

H.R. 116 (*but* S. 116, S. Con.

Res. 116)

C.A.D.C. (*but* App. D.C.)

A. B. Secrest, D.D.S.

A.F. of L.-CIO (*or* AFL-CIO preferred)

A. T. & T.

Texas A. & M.

R. & D.

A.D., B.C.

e.s.t.

i.e., e.g. (*but* op. cit.)

N.Y., N.H. & H. RR.; B. & O. R.

10.8. Except as otherwise designated, points and spaces are omitted after initials used as shortened names of governmental agencies and of other organized bodies. "Other organized bodies" shall be interpreted to mean organized bodies which have become popularly identified with a symbol, such as MIT (Massachusetts Institute of Technology), GM (General Motors), GMAC (General Motors Acceptance Corp.), etc. (See rule 10.48, p. 159.) Symbols, when they appear in copy, may be used for acts of Congress. Example: ARA (Area Redevelopment Act).

MIT
NLRB
TVA

AFL-CIO
ARC
ASTM

but A.F. of L.-CIO
A.T. & T.
U.N.

Geographic terms

10.9. *U.S.* (for United States) will be used when preceding the word *Government* or the name of a Government organization, except in formal writing (treaties, Executive orders, proclamations, etc.); congressional bills; legal citations and courtwork; covers and title pages (unless abbreviation is requested); and in association with name or names of other countries.

U.S. Government

U.S. Congress

U.S. Senate

U.S. Treasury

U.S. Department of Agriculture

U.S. Department of Health, Education, and Welfare

U.S. district court

U.S. Supreme Court (*but* Supreme Court of the United States)

U.S. Army (*but* Army of the United States)

U.S. monitor *Nantucket*

U.S.S. *Brooklyn* (note abbreviation for ship)

U.S.-NATO assistance

U.S.-U.S.S.R. meeting

U.S. Government efforts to control inflation must be successful if the United States is to have a stable economy.

but British, French, and United States Governments; United States-British talks

10.10. With the exceptions in the above rule, the abbreviation *U.S.* is used in the adjective position, but is spelled out when used as a noun.¹

U.S. foreign policy

U.S. farm-support program

U.S. dollars

U.S. economy

U.S. attorney

U.S. attitude

but Foreign policy of the United States

Farm-support program of the United States

The United States is dedicated to peace

United States Code (official title)

United States Steel Corp. (legal title)

10.11. The names of foreign countries, except U.S.S.R. (to avoid too long a name), are not abbreviated.

10.12. In other than formal usage, States of the United States (except Alaska, Hawaii, Idaho, Iowa, Maine, Ohio, Utah) and Canal Zone, Puerto Rico, and Virgin Islands are abbreviated immediately following any capitalized geographic term (see p. 45), including armory, arsenal, airbase, airport, barracks, depot, fort, Indian agency, military

¹ The adjectival use of *U.S.* received careful and serious consideration. The adoption of this form recognizes current usage and word-treatment trends. It extends the fluidity of the language without burdening the text or lowering the dignity of the U.S. Government in its printing. Also, Government editors overwhelmingly endorsed this usage. The exceptions laid down in rule 10.9 are deemed sufficiently broad to avoid objection.

camp, national cemetery (also forest, historic site, memorial, seashore, monument, park), naval shipyard, proving ground, reservation (forest, Indian, or military), and reserve or station (military or naval).

Richmond, Va.	Arlington National Cemetery, Va.
Anne Arundel County, Md.	Aberdeen Proving Ground, Md.
Mount Rainier National Forest, Wash.	Friendship Airport, Md.
Stone Mountain, Ga.	Redstone Arsenal, Ala.
National Naval Medical Center, Bethesda, Md.	but Leavenworth freight yards, Kansas Altoona sidetrack, Wisconsin

10.13. Approved forms of abbreviations:

Ala.	Ga.	Miss.	N.Y.	Va.
Ariz.	Ill.	Mo.	Okla.	V.I.
Ark.	Ind.	Mont.	Oreg.	Vt.
Calif.	Kans.	N.C.	Pa.	Wash.
Colo.	Ky.	N. Dak.	P.R.	Wis.
Conn.	La.	Nebr.	R.I.	W. Va.
C.Z.	Mass.	Nev.	S.C.	Wyo.
D.C.	Md.	N.H.	S. Dak.	
Del.	Mich.	N.J.	Tenn.	
Fla.	Minn.	N. Mex.	Tex.	

10.14. The names of other insular possessions, trust territories, and *Long Island, Staten Island*, etc., are not abbreviated.

10.15. The names of Canadian Provinces and other foreign political subdivisions are not abbreviated.

Addresses

(For use of numerals in addresses, see rule 11.11, p. 172.)

10.16. The words *street, avenue, place, road, square, boulevard, terrace, drive, court, and building*, following name or number, are abbreviated in footnotes, sidenotes, tables, and leaderwork.

10.17. In addresses, the abbreviations *NW., SW., NE., SE.*, indicating sectional divisions of cities, are used following name or number, but *North, South, East, and West* are spelled out at all times.

10.18. The word *Street* or *Avenue* as part of a name is not abbreviated even in parentheses, footnotes, sidenotes, tables, and leaderwork.

14th Street Bridge

Ninth Avenue Bldg.

10.19. The words *county, fort, mount, point, and port* are not abbreviated.

Descriptions of tracts of land

10.20. In the description of tracts of public land the following abbreviations are used (periods are omitted after abbreviated compass directions that immediately precede and close up on figures):

SE $\frac{1}{4}$ NW $\frac{1}{4}$ sec. 4, T. 12 S., R. 15 E., of the Boise meridian
lot 6, NE $\frac{1}{4}$ sec. 4, T. 6 N., R. 1 W.
N $\frac{1}{2}$ sec. 20, T. 7 N., R. 2 W., sixth principal meridian
Tps. 9, 10, 11, and 12 S., Rs. 12 and 13 W.
T. 2 S., Rs. 8, 9, and 10 E., sec. 26
T. 3 S., R. 1 E., sec. 34, W $\frac{1}{2}$ E $\frac{1}{2}$, W $\frac{1}{2}$, and W $\frac{1}{2}$ SE $\frac{1}{4}$ SE $\frac{1}{4}$
sec. 32 (with or without a township number)

10.21. If fractions are spelled out in land descriptions, *half* and *quarter* are used (not *one-half* nor *one-quarter*).

south half of T. 47 N., R. 64 E.

10.22. In case of an unavoidable break in a land-description symbol group at end of a line, use no hyphen and break after fraction.

Names and titles

10.23. The following forms are not always abbreviations, and copy should be followed as to periods:

Al	Ben	Fred	Will
Alex	Ed	Sam	

10.24. In signatures the form used by the signer must be retained.

George Wythe	Geo. Taylor
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10.25. In company and other formal names, if it is not necessary to preserve the full legal title, the forms *Bro.*, *Bros.*, *Co.*, *Corp.*, *Inc.*, *Ltd.*, and *&* are used. *Association* and *Manufacturing* are not abbreviated.

Smith & Bro.	U.S. News & World Report
Jones Bros. & Co.	Baltimore & Ohio Railroad
American Telephone & Telegraph Co.	Mine, Mill & Smelter Workers
Hough Shade Corp.	Radio Corp. of America
Vic Sport Shop, Inc.	Aluminum Co. of America
Maryland Steamship Co., Ltd.	Standard Oil Co. of New Jersey
Chesapeake & Delaware Canal	<i>but</i> Little Theater Company
Fairmount Building & Loan Association	Department of Health, Education, and Welfare
Electronics Manufacturing Co.	Senate Banking and Currency Committee
Texas College of Arts & Industries	Federal Savings and Loan Insurance Corporation (Federal unit)
National Barrel & Drum Association	
Robert Wilson & Associates, Inc.	

10.26. *Company* and *Corporation* are not abbreviated in names of Federal Government units.

Panama Railroad Company	Commodity Credit Corporation
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10.27. In parentheses, footnotes, sidenotes, tables, and leaderwork, abbreviate the words *railroad* and *railway* (*RR.* and *Ry.*), except in such names as "Washington Railway & Electric Co." and "Florida Railroad & Navigation Corp." *SS* for *steamship*, *MS* for *motorship*, etc., preceding name are used at all times. (See rule 12.6, p. 175.)

10.28. In the names of informal companionships the word *and* is spelled out.

Gilbert and Sullivan	Currier and Ives
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10.29. In other than formal usage, a civil, military, or naval title preceding a name is abbreviated if followed by Christian, or given name or initial; but *Mr.*, *Mrs.*, *M.*, *MM.*, *Messrs.*, *Mlle.*, *Mme.*, and *Dr.* are abbreviated with or without Christian or given name or initial.

Adj.	1st Lt.	M. Sgt.
Adj. Gen.	1st Sgt.	Orderly Sgt.
Adm. (admiral)	Gen.	Ord. Sgt. (ordnance sergeant)
A1c. (airman, first class)	Gov.	Passed Asst. Surg.
Asst. Surg.	Hosp. Sgt.	Pfc. (private, first class)
Brig. Gen.	Hosp. Steward	PO (petty officer)
Bvt. (brevet)	Insp. Gen.	Prof.
Capt.	Judge Adv. Gen.	Pvt.
Col.	Lt.	Q.M. Gen.
Comdr.	Lt. Col.	Q.M. Sgt.
Cpl.	Lt. Comdr.	Rdm3c. (radarman, third class)
CWO (chief warrant officer)	Lt. Gen.	Rear Adm.
En1c. (engineman, first class)	Lt. Gov.	
Ens.	Lt. (jg.)	
	Maj.	
	Maj. Gen.	

S1c. (seaman, first class)	Sp3c. (specialist, third class)	T2g. (technician, second grade)
2d Lt.	S. Sgt.	T. Sgt.
Sfc. (sergeant, first class)	Supt.	Vice Adm.
Sgt.	Surg.	WO (warrant officer)
Sgt. Maj.	Surg. Gen.	WO (jg.)

10.30. The titles *Senator*, *Representative*, *commodore*, and *commandant* are not abbreviated.

10.31. Unless preceded by *the*, abbreviate *honorable*, *reverend*, and *monsignor* when followed by the first name, the initials, or the title.

Hon. Elihu Root; the Honorable Elihu Root; the Honorable Mr. Root
 Rev. Allen A. Stockdale; the Reverend Dr. Stockdale; Rev. Dr. Stockdale
 (not Rev. Stockdale, nor the Reverend Stockdale)

Rt. Rev. James E. Freeman; the Right Reverend James E. Freeman
 Very Rev. Henry Boyd; the Very Reverend Henry Boyd
 Rt. Rev. Msgr. John Bird; the Right Reverend Monsignor John Bird

10.32. The following and similar abbreviations are used after a name:

Esq., Jr., Sr.

2d, 3d (or II, III) (not preceded by comma)

Degrees: LL.D., M.A., Ph. D., etc.

Fellowships, orders, etc.: F.R.S., K.C.B., C.P.A., etc.

10.33. The abbreviation *Esq.*, not generally used in the United States, and the other complimentary titles, such as *Mr.*, *Mrs.*, and *Dr.*, should not appear in combination with any other title or with abbreviations indicating scholastic degrees.

John L. Smith, Esq., not Mr. John L. Smith, Esq., nor John L. Smith, Esq., A.M.; but James A. Jones, Jr., Esq.

Ford Maddox, A.B., Ph. D., not Mr. Ford Maddox, A.B., Ph. D.

George Gray, M.D., not Mr. George Gray, M.D., nor Dr. George Gray, M.D.

10.34. *Sr.* and *Jr.* should not be used without Christian or given name or initials, but may be used in combination with any title. (See also rule 9.25, p. 139.)

A. K. Jones, Jr., not Jones, Jr., nor Mr. Jones, Jr. (See rule 9.26, p. 139.)
 President J. B. Nelson, Jr.

10.35. When name is followed by abbreviations designating religious and fraternal orders and scholastic and honorary degrees, their sequence is as follows: Orders, religious first; theological degrees; academic degrees earned in course; and honorary degrees in order of bestowal.

Henry L. Brown, D.D., A.M., D. Lit.

T. E. Holt, C.S.C., S.T. Lr., LL.D., Ph. D.

10.36. Academic degrees standing alone may be abbreviated.

John was graduated with a B.A. degree; but bachelor of arts degree (lowercase if spelled out).

He earned his Ph. D. by hard work.

10.37. In addresses, signatures, and lists of names, including leadership but not in tables nor in centerheads, *Mr.*, *Mrs.*, and other titles preceding a name, and *Esq.*, *Jr.*, *Sr.*, *2d*, and *3d* following a name, are set in roman caps and lowercase if the name is in caps and small caps. If the name is in caps, they are set in caps and small caps, if small caps are available—otherwise in caps and lowercase. (See also rule 17.3, p. 221.)

Parts of publications

10.38. For parts of publications mentioned in parentheses, brackets, footnotes, sidenotes, lists of references, synonymies, tables, and leaderwork, and followed by figures, letters, or Roman numerals, the following abbreviations are used:

app., apps. (appendix, appendixes)	pt., pts. (part, parts)
art., arts. (article, articles)	sec., secs. (section, sections)
bull., bulls. (bulletin, bulletins)	subch., subchs. (subchapter, subchapters)
ch., chs. (chapter, chapters)	subpar., subpars. (subparagraph, subparagraphs)
col., cols. (column, columns)	subsec., subsecs. (subsection, subsections)
ed., eds. (edition, editions)	supp., supps. (supplement, supplements)
fig., figs. (figure, figures)	vol., vols. (volume, volumes)
No., Nos. (number, numbers)	
p., pp. (page, pages)	
par., pars. (paragraph, paragraphs)	
pl., pls. (plate, plates)	

10.39. The word *article* or *section* at the beginning of a paragraph is abbreviated and set in caps and small caps followed by a period and an en space, except that the first of a series is spelled out.

ART. 2; SEC. 2; etc.; *but* ARTICLE 1; SECTION 1
ART. II; SEC. II; etc.; *but* ARTICLE I; SECTION I

10.40. At the beginning of a legend, the word *Figure* preceding the legend number is not abbreviated.

FIGURE 4.—Landscape.

Terms relating to Congress

10.41. The words *Congress* and *session*, when accompanied by a numerical reference, are abbreviated in parentheses, brackets, and text footnotes. In sidenotes, lists of references, synonymies, tables, leaderwork, and footnotes to tables and leaderwork, the following abbreviations are used:

82d Cong., 1st sess.	Public Law 84, 88th Cong.
1st sess., 82d Cong.	Private Law 68, 88th Cong.

10.42. In references to bills, resolutions, documents, and reports in parentheses, brackets, footnotes, sidenotes, tables, and leaderwork, the following abbreviations are used:

H.R. 416 (House bill)	S.J. Res. 45 (Senate joint resolution)
S. 116 (Senate bill)	H. Conf. Rept. 10 (House conference report)
The above two examples may be used in either abbreviated or spelled-out form in text.	H. Doc. 35 (House document)
H. Res. 5 (House resolution)	S. Doc. 62 (Senate document)
H. Con. Res. 10 (House concurrent resolution)	H. Rept. 214 (House report)
H.J. Res. 21 (House joint resolution)	S. Rept. 410 (Senate report)
S. Res. 50 (Senate resolution)	Ex. Doc. B (Executive document)
S. Con. Res. 17 (Senate concurrent resolution)	Ex. F (89th Cong., 2d sess.)
	Ex. Rept. 9 (89th Cong., 1st sess.)
	Misc. Doc. 16 (miscellaneous document)
	Public Res. 47

10.43. References to statutes in parentheses, footnotes, sidenotes, tables, leaderwork, and congressional work are abbreviated as follows (for references in courtwork, see rule 18.33, p. 231):

Rev. Stat. (Revised Statutes); 43 Rev. Stat. 801; 18 U.S.C. 38
Supp. Rev. Stat. (Supplement to the Revised Statutes)
Stat. L. (Statutes at Large)

but Public Law 85-1

Calendar divisions

10.44. Names of months followed by the day, or day and year, are abbreviated in footnotes, tables, leaderwork, and sidenotes, and in bibliographies. (See examples, rule 10.45.) *May, June, and July* are always spelled out. Preferred forms follow:

Jan.	Apr.	Oct.
Feb.	Aug.	Nov.
Mar.	Sept.	Dec.

10.45. In text only, dates as part of a citation or reference within parentheses or brackets are also abbreviated.

(Op. Atty. Gen., Dec. 4, 1925)

(Congressional Record, Dec. 15, 1950)

[From the New York Times, Mar. 4, 1958]

[From the Mar. 4 issue]

On Jan. 25 (we had commenced on Dec. 26, 1957) the work was finished.
(In footnotes, tables, leaderwork, and sidenotes)

On January 25, a decision was reached (Op. Atty. Gen., Dec. 4, 1925).
(Text, but with citation in parentheses)

but On January 25 (we had commenced on December 26, 1957) the work was finished. (Not a citation or reference in text)

10.46. In narrow columns of tables, the names of months may be abbreviated even if standing alone.

10.47. The names of days of the week are preferably not abbreviated, but the following forms are used, if necessary, in lists or in narrow columns in tables:

Sun.	Wed.	Fri.
Mon.	Thurs.	Sat.
Tues.		

Standard abbreviations. (See also "Coined words and symbols," rule 10.49, p. 166.)

(For a comprehensive list of standard abbreviations of legal and other Latin phrases, see pp. 446-449; for similar abbreviations in other languages, see section on abbreviations in the language desired, pp. 387-492.)

10.48. If abbreviations are required, use these forms:

a., ampere; are	AFL-CIO, American Federation of Labor and Congress of Industrial Organizations
A., angstrom	AID, Agency for International Development (formerly ICA)
AA, antiaircraft	a.k.a., also known as
AAA, antiaircraft artillery	Ala., Alabama
A.B. or B.A., bachelor of arts	A.L.R., American Law Reports
abbr., abbreviation	AM (no periods), amplitude modulation
ABC, atomic, biological, and chemical	A.M. (anno mundi), in the year of the world
abs., absolute; abstract	A.M. or M.A., master of arts
a.c., alternating current	a.m. (ante meridiem), before noon
acct., account	A.M.C., American Maritime Cases
ACTH, adrenocorticotrophic hormone	Am. Dec., American Decisions
A.D. (anno Domini), in the year of our Lord	AMG, Allied Military Government
Adj., adjutant	Am. Repts., American Reports
Adj. Gen., Adjutant General	AMVETS, American Veterans of World War II; Amvet(s) (individual)
Adm., admiral	antilog (no period), antilogarithm
AEC, Atomic Energy Commission	API, American Petroleum Institute
AEF, American Expeditionary Forces	APO (no periods), Army post office
AF, audiofrequency	
AFB, and similar military symbols (with name), Air Force Base	
Alc., airman, first class	

- app., apps., appendix, appendixes
 App. D.C., District of Columbia Ap-
 peal Cases
 App. Div., Appellate Division
 APPR, Army package power reactor
 approx., approximately
 Apr., April
 ARC, American Red Cross
 Ariz., Arizona
 Ark., Arkansas
 ARPA, Advanced Research Projects
 Agency
 art., article
 ASME, American Society of Mechan-
 ical Engineers
 A.S.N., Army service number
 Asst. Surg., assistant surgeon
 A.s.t., Atlantic standard time
 ASTM, American Society for Testing
 Materials
 A.t., Atlantic time
 Atl., Atlantic Reporter; A. (2d), At-
 lantic Reporter, second series
 atm., atmosphere
 at. wt., atomic weight
 Aug., August
 AUS, Army of the United States
 avdp., avoirdupois
 Ave., avenue
 a.w.l., absent with leave
 a.w.o.l., absent without official leave
 B., Baumé
 BAE, Bureau of Agricultural Eco-
 nomics
 bbl., barrel
 B.C., before Christ
 BCG (bacillus Calmette-Guérin), anti-
 tuberculosis vaccine
 bd. ft., board foot
 BDSA, Business and Defense Services
 Administration
 BEC, Bureau of Employees' Compen-
 sation
 Bev., billion electron volts
 bf., boldface
 b. hp., brake horsepower
 BIS, Bank for International Settle-
 ments
 Blatch. Pr. Cas., Blatchford's Prize Cases
 Bldg., building
 B. Lit(t). or Lit(t). B., bachelor of
 literature
 BLS, Bureau of Labor Statistics
 Blvd., boulevard
 b.m., board measure
 b.o., buyer's option
 b.p., boiling point
 b.p.d., barrels per day
 Brig. Gen., brigadier general
 B.S. or B. Sc., bachelor of science
 B.t.u., British thermal unit
 bu., bushel
 bull., bulletin
 Bvt., brevet
 C., Celsius ¹ (also centigrade)
- c., cycle (kc. only); curie
 ¢, c., ct., cent(s)
 ca. (circa), about; centiare
 CAB, Civil Aeronautics Board
 Calif., California
 c. and s.c., caps and small caps
 Capt., captain
 CARE, Cooperative for American Re-
 mittances to Everywhere, Inc.
 c.b.d., cash before delivery
 cc., cubic centimeter
 C.C.A., Circuit Court of Appeals
 CCC, Commodity Credit Corporation
 C. Cls., Court of Claims
 C. Cls. R., Court of Claims Reports
 C.C.P.A., Court of Customs and
 Patent Appeals
 CCR, Commission on Civil Rights
 cd.-ft., cord-foot
 C.E., Common Era
 CEA, Council of Economic Advisers
 cf. (confer), compare, or see
 c.f.m., cubic feet per minute
 CFR, Code of Federal Regulations
 CFR Supp., Code of Federal Regula-
 tions Supplement
 c.f.s., cubic feet per second
 cg., centigram
 ch., chapter
 c.-h., candle-hour
 CIA, Central Intelligence Agency
 CIC, Counterintelligence Corps
 c.i.f., cost, insurance, and freight
 C.J. (corpus juris), body of law; Chief
 Justice
 cl., centiliter
 c.m., circular mil (wire measure)
 cm., centimeter
 cm.², square centimeter
 cm.³, cubic centimeter
 CO, commanding officer
 Co., company
 c.o.d., cash on delivery
 Col., colonel
 col., column
 Colo., Colorado
 Comdr., commander
 Comp. Dec., Comptroller's Decisions
 (Treasury)
 Comp. Gen., Comptroller General De-
 cisions
 con., continued
 conelrad, control of electromagnetic
 radiation (civil defense)
 Conn., Connecticut
 Corp., corporation
 cos (no period), cosine
 cosh (no period), hyperbolic cosine
 cot (no period), cotangent
 coth (no period), hyperbolic cotangent
 cp., candlepower
 c.p., chemically pure
 C.P.A., certified public accountant
 CPI, Consumer Price Index
 Cpl., corporal
 c.p.m., cycles per minute
 c.p.s., cycles per second=Hertz (Hz)

¹ Preferred form approved by Ninth General Con-
 ference on Weights and Measures, October 1948.

- Cr., Cranch (U.S. Supreme Court Reports)
 cr., credit; creditor
 CRP, C-reactive protein
 csc (no period), cosecant
 csch (no period), hyperbolic cosecant
 CSS, Commodity Stabilization Service
 c.s.t., central standard time
 Ct., court
 c.t., central time
 cu. ft., cubic foot
 cu. in. or in.³, cubic inch
 CWO, chief warrant officer
 cwt., hundredweight
 C.Z., Canal Zone
 d., dyne; pence
 Dall., Dallas (U.S. Supreme Court Reports)
 DAR, Daughters of the American Revolution
 DATA, Defense Air Transportation Administration
 db (no period), decibel
 dbu (no period), decibel unit
 d.b.a., doing business as
 d.b.h., diameter at breast height
 d.c., direct current
 D.C., District of Columbia
 D.D., doctor of divinity
 D.D.S., doctor of dental surgery
 DDT, dichlorodiphenyltrichloroethane
 Dec., December
 Del., Delaware
 DEW, distant early warning (DEWline)
 dg., decigram
 Dist. Ct., District Court
 dkg., dekagram
 dkl., dekaliter
 dkm., dekameter
 dkm.², square dekameter
 dkm.³, cubic dekameter
 dl., deciliter
 DLF, Development Loan Fund
 D. Lit(t). or Lit(t). D., doctor of literature
 dm., decimeter
 dm.², square decimeter
 dm.³, cubic decimeter
 DMB, Defense Mobilization Board
 do. (ditto), the same
 dol., \$, dollar
 doz., dozen
 DP (no periods), displaced person
 D.P.H., doctor of public health
 D.P. Hy., doctor of public hygiene
 dr., debit; debtor; dram
 Dr., doctor; drive
 DV, distinguished visitor (Air Force) (see also VIP)
 D.V.M., doctor of veterinary medicine
 d.w.t., deadweight tons
 dwt., pennyweight
 E., east
 e., erg
 Ecosoc, Economic and Social Council
 e.d.t., eastern daylight time
 ed., eds., edition, editions
 EEE, eastern equine encephalitis
 e.g. (exempli gratia), for example
 EHF (no periods), extremely high frequency
 8°, octavo
 e.m.f., electromotive force
 Ens., ensign
 e.o.m., end of month
 ERP, European recovery program
 e.s.t., eastern standard time
 e.s.u., electrostatic unit
 et seq., and the following
 e.t., eastern time
 et al. (et alii), and others
 etc. (et cetera), and so forth
 Euratom, European Atomic Energy Community
 Ex. Doc. (with letter), executive document
 F., Fahrenheit
 f., farad
 f., ff., and following page (pages)
 FAA, Federal Aviation Agency
 FAO, Food and Agriculture Organization
 f.a.s., free alongside ship
 FAS, Foreign Agricultural Service
 FCA, Farm Credit Administration
 FCC, Federal Communications Commission
 FDA, Food and Drug Administration
 FDIC, Federal Deposit Insurance Corporation
 Feb., February
 Fed., Federal Reporter; F. (2d), Federal Reporter, second series
 FHA, Federal Housing Administration; Farmers Home Administration
 FHLBB, Federal Home Loan Bank Board
 FICA, Federal Insurance Contributions Act
 fig., figure
 1st Lt., first lieutenant
 1st Sgt., first sergeant
 Fla., Florida
 FLSA, Fair Labor Standards Act
 FM (no periods), frequency modulation
 FMB, Federal Maritime Board
 FMCS, Federal Mediation and Conciliation Service
 FNMA, Federal National Mortgage Association (Fannie Mae)
 fo, folio
 f.o.b., free on board
 4°, quarto
 FPC, Federal Power Commission
 FPIS, forward propagation ionospheric scatter
 f.p.m., feet per minute
 FPO (no periods), fleet post office
 f.p.s., feet per second; frames per second
 FPV, free piston vessel
 F.R., Federal Register
 Fri., Friday
 F.R.S., Fellows of the Royal Society
 FRS, Federal Reserve System

- FS, Forest Service
 FSA, Federal Security Agency
 F. Supp., Federal Supplement
 ft., foot
 ft. b.m., feet board measure
 ft.-c., foot-candle
 FTC, Federal Trade Commission
 ft.-l., foot-lambert
 ft.-lb., foot-pound
 g., gram; gravity
 Ga., Georgia
 gal., gallon
 GAO, General Accounting Office
 GAR, Grand Army of the Republic
 GARIOA, Government and Relief in Occupied Areas
 GAW, guaranteed annual wage
 GCA (no periods), ground control approach
 g.c.d., greatest common divisor
 GCI (no periods), ground control intercept
 G.c.t., Greenwich civil time
 Gen., general
 GI, general issue; Government issue
 G.m.a.t., Greenwich mean astronomical time
 G.M. & S., general, medical, and surgical
 G.m.t., Greenwich mean time
 GNP, gross national product
 Gov., governor
 g.p.m., gallons per minute
 g.p.s., gallons per second
 gr., grain; gross
 gr. wt., gross weight
 GSA, General Services Administration
 GTS, gas turbine ship
 h., henry
 ha., hectare
 H.C., House of Commons
 h.c.f., highest common factor
 H. Con. Res. (with number), House concurrent resolution
 H. Doc. (with number), House document
 HE (no periods), high explosive
 HEW, Department of Health, Education, and Welfare
 HF (no periods), high frequency
 hg., hectogram
 HHFA, Housing and Home Finance Agency
 H.J. Res. (with number), House joint resolution
 H.L., House of Lords
 hl., hectoliter
 hm., hectometer
 hm.², square hectometer
 hm.³, cubic hectometer
 Hosp. Sgt., hospital sergeant
 Hosp. Steward, hospital steward
 How., Howard (U.S. Supreme Court Reports)
 hp., horsepower
 hp.-hr., horsepower-hour
 H.R. (with number), House bill
 hr., hour
 H. Rept. (with number), House report
 H. Res. (with number), House resolution
 IADB, Inter-American Defense Board
 IAEA, International Atomic Energy Agency
 ibid. (ibidem), in the same place
 ICBM, intercontinental ballistic missile
 ICC, Interstate Commerce Commission
 id. (idem), the same
 IDA, International Development Association
 i.e. (id est), that is
 IF (no periods), intermediate frequency
 IFC, International Finance Corporation
 IFF (no periods), identification, friend or foe
 i. hp., indicated horsepower
 Ill., Illinois
 ILO, International Labor Organization
 IMCO, Intergovernmental Maritime Consultative Organization
 in., inch
 Inc., incorporated
 Ind., Indiana
 in.-lb., inch-pound
 Insp. Gen., Inspector General
 I O U (spaces, no periods), I owe you
 IQ, intelligence quotient
 IRAC, Interdepartment Radio Advisory Committee
 IRBM, intermediate range ballistic missile
 IRE, Institute of Radio Engineers
 IRO, International Refugee Organization
 IRS, Internal Revenue Service
 ITO, International Trade Organization
 ITU, International Telecommunication Union; International Typographical Union
 j., joule
 Jan., January
 jato (no periods), jet-assisted takeoff
 J.D. (jurum doctor), doctor of laws
 jg., junior grade
 Jr., junior
 Judge Adv. Gen., Judge Advocate General
 K., Kelvin
 Kans., Kansas
 kc., kilocycle
 k.c.p.s., kilocycles=kiloHertz (kHz)
 K.C.B., Knight Commander of the Bath
 Kev., kilo electron volts
 kg., kilogram
 kl., kiloliter
 km., kilometer
 km.², square kilometer
 km.³, cubic kilometer
 kt., carat; kiloton
 kv., kilovolt
 kv.-a., kilovolt-ampere
 kw., kilowatt
 kw.-hr., kilowatt-hour
 Ky., Kentucky

- l., liter
 La., Louisiana
 lat., latitude
 lb., pound
 lb. ap., pound, apothecary's
 lb. av., pound, avoirdupois
 lc., lowercase
 l.c.l., less-than-carload lot
 l.c.m., least common multiple
 l.c.t., long calcined ton
 l.d.t., long dry ton
 L. Ed., Lawyer's edition (U.S. Supreme Court Reports)
 lf., lightface
 LF (no periods), low frequency
 LL.B., bachelor of laws
 LL.D., doctor of laws
 loc. cit. (loco citato), in the place cited
 log (no period), logarithm
 long., longitude
 loran (no periods), long-range navigation
 lox (no periods), liquid oxygen
 LPG, liquefied petroleum gas
 L.S. (locus sigilli), place of the seal
 l.s.t., local standard time
 l.t., local time
 Lt., lieutenant
 Lt. Col., lieutenant colonel
 Lt. Comdr., lieutenant commander
 Ltd., limited
 Lt. Gen., lieutenant general
 Lt. Gov., lieutenant governor
 Lt. (jg.), lieutenant (junior grade)
 l.w.l., load waterline
 l.w.m., low watermark
 M., monsieur; MM., messieurs
 m., meter; (meridies), noon
 M (no period), thousand
 M, more
 ma., milliamperes
 m.², square meter
 m.³, cubic meter
 MA, Maritime Administration
 m.a.f., moisture and ash free (coal)
 MAG, Military Advisory Group
 Maj., major
 Maj. Gen., major general
 Mar., March
 Mass., Massachusetts
 MATS, Military Air Transport Service
 mb., millibar
 M b.m., thousand (feet) board measure
 mc., megacycle
 m.c.p.s., megacycles per second = Megahertz (MHz)
 m.c.p.s., millicycles per second = millihertz (mHz)
 M (no period) c.f., thousand cubic feet
 M.D., doctor of medicine
 Md., Maryland
 MDAP, mutual defense assistance program
 memo (no period), memorandum
 meq., milliequivalent
 Mev., million electron volts
 MF (no periods), medium frequency
 mf., millifarad
 mg., milligram
 mG, milligauss
 m.g.d., million gallons per day
 mh., millihenry
 Mich., Michigan
 min., minute
 Minn., Minnesota
 Misc. Doc. (with number), miscellaneous document
 Miss., Mississippi
 ml., milliliter
 Mlle., mademoiselle
 mm., millimeter
 mm.², square millimeter
 mm.³, cubic millimeter
 Mme., madam
 Mmes., mesdams
 m.m.f., magnetomotive force
 mmfd., micromicrofarad
 Mo., Missouri
 mo., month
 mol. wt., molecular weight
 Mon., Monday
 Mont., Montana
 MOS, military occupational specialty
 M.P., Member of Parliament
 MP (no periods), military police
 m.p., melting point
 m.p.h., miles per hour
 mr., milliroentgen
 Mr., mister
 Mrs., mistress
 ms., megasecond
 M.S., master of science
 MS, motorship
 MS., MSS., manuscript, manuscripts
 msec., millisecond
 Msgr., monsignor
 M. Sgt., master sergeant
 m.s.l., mean sea level
 m.s.t., mountain standard time
 mt., megaton
 m.t., mountain time
 MV, motor vessel
 MWD/T, megawatt-days per ton
 MWE, megawatts electrical
 mμ, millimicron
 μ, micron
 μa., microampere
 μf., microfarad (one-millionth of a farad)
 μg., microgram
 μsec., microsecond
 μv., microvolt
 μw., microwatt
 μ², square micron
 μ³, cubic micron
 μμ, micromicron (one-millionth of a micron)
 μμf., micromicrofarad (one-millionth of a millionth part)
 mya., myriare
 myg., myriagram
 myl., myrialiter
 mym., myriameter
 N., north
 N, normal
 NA, not available
 NAC, national agency check
 NASA, National Aeronautics and Space Administration

- NATO, North Atlantic Treaty Organization
 NBS, National Bureau of Standards
 N.C., North Carolina
 N. Dak., North Dakota
 NE., northeast
 Nebr., Nebraska
 n.e.c., not elsewhere classified
 n.e.s., not elsewhere specified
 Nev., Nevada
 N.F., National Formulary
 n.f.e., nitrogen-free extract
 N.H., New Hampshire
 N.J., New Jersey
 n.l., natural log or logarithm
 NLRB, National Labor Relations Board
 N. Mex., New Mexico
 No., Nos., number, numbers
 n.o.i.b.n., not otherwise indexed by name
 n.o.p., not otherwise provided (for)
 n.o.s., not otherwise specified
 Nov., November
 NOVS, National Office of Vital Statistics
 NS, nuclear ship
 NSA, National Shipping Authority
 NSC, National Security Council
 NSF, National Science Foundation
 n.s.p.f., not specifically provided for
 N.W., northwest
 N.Y., New York
 OASI, old-age and survivors insurance
 OCD, Office of Civil Defense
 Oct., October
 OD, officer of the day
 o.d., olive drab
 OEP, Office of Emergency Planning
 OIT, Office of International Trade
 OK, OK'd, OK'ing, OK's
 Okla., Oklahoma
 Op. Atty. Gen., Opinions of the Attorney General
 op. cit. (opere citato), in the work cited
 Orderly Sgt., orderly sergeant
 Ord. Sgt., ordnance sergeant
 Oreg., Oregon
 OSD, Office of the Secretary of Defense
 OTC, Organization for Trade Cooperation
 oz., ounce
 p., pp., page, pages
 Pa., Pennsylvania
 PA (no periods), public-address system
 Pac., Pacific Reporter; P. (2d), Pacific Reporter, second series
 par., paragraph
 Passed Asst. Surg., passed assistant surgeon
 PBS, Public Buildings Service
 pct., percent
 Pet., Peters (U.S. Supreme Court Reports)
 pF, water energy (p, logarithm; F, frequency)
 Pfc., private, first class
 Ph, phenyl
 pH, hydrogen-ion concentration
 ph., phase
 PHA, Public Housing Administration
 Phar. D., doctor of pharmacy
 Ph. B. or B. Ph., bachelor of philosophy
 Ph. D. or D. Ph., doctor of philosophy
 Ph. G., graduate in pharmacy
 PHS, Public Health Service
 pk., peck
 Pl., place
 pl., plate; plural
 p.m. (post meridiem), afternoon
 PO, petty officer
 p.o.d., pay on delivery
 p.o.r., pay on return
 POW (no periods), prisoner of war
 PP (no periods), pellagra preventive (factor)
 PPI (no periods), plan position indicator
 p.p.i., policy proof of interest
 p.p.m., parts per million
 p.q., previous question
 P.R., Puerto Rico
 Private Res. (with number), private resolution
 Prof., professor
 pro tem (pro tempore), temporarily
 P.S. (post scriptum), postscript
 p.s.f., pounds per square foot
 p.s.i., pounds per square inch
 p.s.i.a., pounds per square inch absolute
 p.s.i.g., pounds per square inch gage
 P.s.t., Pacific standard time
 P.t., Pacific time
 pt., part; pint
 PTA (no periods), parent-teachers' association
 p.t.o., please turn over
 Public Res. (with number), public resolution
 Pvt., private
 PX (no periods), post exchange
 q., qq., question, questions
 ql., quintal
 Q.M. Gen., Quartermaster General
 Q.M. Sgt., quartermaster sergeant
 QT, on the quiet
 qt., quart
 R., Reaumur
 racon (no period), radar beacon
 radar (no period), radio detection and ranging
 Rand Corp. (research and development)
 R. & D., research and development
 rato, rocket-assisted takeoff
 RB, Renegotiation Board
 Rd., road
 RDB, Research and Development Board
 REA, Rural Electrification Administration
 Rear Adm., rear admiral
 r.e.p., roentgen equivalent physical
 Rev., reverend
 Rev. Stat., Revised Statutes
 RF (no periods), radiofrequency
 R.F.D., rural free delivery

- Rh, Rhesus (blood factor)
 R.I., Rhode Island
 r.m.s., root mean square
 ROP, run of paper
 ROTC, Reserve Officers' Training Corps
 r.p.m., revolutions per minute
 r.p.s., revolutions per second
 RR., railroad
 RRB, Railroad Retirement Board
 Rt. Rev., right reverend
 Ry., railway
 s., shilling
 S., south; Senate bill (with number)
 SAC, Strategic Air Command
 SACEUR, Supreme Allied Commander Europe
 SAE, Society of Automotive Engineers
 SAGE, semiautomatic ground environment
 s. and s.c., sized and supercalendered
 SAR, Sons of the American Revolution
 Sat., Saturday
 SBA, Small Business Administration
 sc. (scilicet), namely (see also ss)
 s.c., sized and calendered; small caps; single circuit (electrical)
 S.C., South Carolina
 SCAP, Supreme Commander for the Allied Powers (Japan)
 S. Con. Res. (with number), Senate concurrent resolution
 s.d. (sine die), without date
 S. Dak., South Dakota
 S. Doc. (with number), Senate document
 SE., southeast
 SEATO, Southeast Asia Treaty Organization
 SEC, Securities and Exchange Commission
 sec., second; section
 sec (no period), secant
 sec.-ft., second-foot
 sech (no period), hyperbolic secant
 2d, 3d, second, third
 2d Lt., second lieutenant
 Slc., seaman, first class
 Sept., September
 ser., series
 Sf, Svedberg flotation
 Sfc., sergeant, first class
 Sgt., sergeant
 SHAPE, Supreme Headquarters Allied Powers (Europe)
 SHF (no periods), superhigh frequency shoran (no period), short range (radio)
 s. hp., shaft horsepower
 sic (no period), thus
 sin (no period), sine
 sinh (no period), hyperbolic sine
 S.J. Res. (with number), Senate joint resolution
 s.o., seller's option
 sofar (no period), sound fixing and ranging
 sonar (no period), sound, navigation and ranging
 SOP, standard operating procedure
 S O S (spaces, no periods), wireless distress signal
 s.p. (sine prole), without issue
 SP (no periods), shore patrol
 SPAR, Coast Guard Women's Reserve
 sp. gr., specific gravity
 Sp3c., specialist, third class
 Sq., square (street)
 sq. in. or in.², square inch
 Sr., senior
 S. Rept. (with number), Senate report
 S. Res. (with number), Senate resolution
 SS, steamship
 ss (no period) (scilicet), namely (in law) (see also sc.)
 SSA, Social Security Administration
 S.S.F., standard Saybolt furol
 S. Sgt., staff sergeant
 SSS, Selective Service System
 S.S.U., standard Saybolt universal
 St., Ste., SS., Saint, Sainte, Saints
 St., street
 Stat., Statutes at Large
 std. c.f., standard cubic foot (feet)
 subch., subchapter
 subpar., subparagraph
 subsec., subsection
 Sun., Sunday
 SUNFED, Special United Nations Fund for Economic Development
 Sup. Ct., Supreme Court Reporter
 supp., supplement
 Supp. Rev. Stat., Supplement to the Revised Statutes
 Supt., superintendent
 Surg., surgeon
 Surg. Gen., Surgeon General
 S.U.S., Saybolt universal second(s)
 SW., southwest
 S.W. (2d), Southwestern Reporter, second series
 T., Tps., township, townships
 tan (no period), tangent
 tanh (no period), hyperbolic tangent
 TB (no periods), tuberculosis
 tbsp., tablespoonful
 T.D., Treasury Decisions
 TDN, total digestible nutrients
 Tenn., Tennessee
 Ter., terrace
 Tex., Texas
 Thurs., Thursday
 t.l.o., total loss only
 t.m., true mean
 t.m.w., thermal megawatt
 TNT (no periods), trinitrotoluol
 T2g., technician, second grade
 T. Sgt., technical sergeant
 tsp., teaspoonful
 Tues., Tuesday
 TV, television
 TVA, Tennessee Valley Authority
 Twad., Twaddell
 2,4-D, insecticide
 uc., upercase
 UHF (no periods), ultrahigh frequency
 UMTS, Universal Military Training Service (or System)

U.N., United Nations	Vice Adm., vice admiral
UNESCO, United Nations Educational, Scientific, and Cultural Organization	VIP (no periods), very important person (see also DV)
UNICEF, United Nations Children's Fund	viz (no period) (videlicet), namely
URA, Urban Renewal Administration	VLF (no periods), very low frequency vol., volume
U.S., U.S. Supreme Court Reports	Vt., Vermont
U.S.A., United States of America	W., west
USA, U.S. Army	w., watt
USAF, U.S. Air Force	WAC, Women's Army Corps; a Wac w.a.e., when actually employed
USAREUR, U.S. Army, Europe	WAF, Women in the Air Force; a Waf
U.S.C., United States Code	Wall., Wallace (U.S. Supreme Court Reports)
U.S.C.A., United States Code Annotated	Wash., Washington
U.S.C. Supp., United States Code Supplement	WAVES, women accepted for volunteer emergency service; a Wave
USCG, U.S. Coast Guard	Wed., Wednesday
USES, U.S. Employment Service	wf (no periods), wrong font
U.S. 40, U.S. No. 40, U.S. Highway No. 40	Wheat., Wheaton (U.S. Supreme Court Reports)
USIA, U.S. Information Agency	WHO, World Health Organization
USMC, U.S. Marine Corps	w.-hr., watt-hour
USN, U.S. Navy	w.i., when issued
USNR, U.S. Naval Reserve	Wis., Wisconsin
U.S.P., United States Pharmacopeia	WMAL, WRC, etc., radio stations
U.S.S., U.S. Senate; U.S. ship	WO, warrant officer
U.S.S.R., Union of Soviet Socialist Republics	WO (jg.), warrant officer (junior grade)
u.t., universal time	w.o.c., without compensation
v., volt	W. Va., West Virginia
v. or vs. (versus), against	Wyo., Wyoming
Va., Virginia	Yale L.J., Yale Law Journal
VA, Veterans' Administration	yd., yard
VAR, visual-aural range	yr., year
VHF (no periods), very high frequency	
V.I., Virgin Islands	

Coined words and symbols

10.49. To obtain uniform treatment in the formation of coined words and symbols, the following formula, which conforms to current usage, will be applied:

When only first letter of each word is used to make up symbol, use all caps:
 APPR (Army package power reactor)
 MAG (Military Advisory Group)

When proper names are used in shortened form any word of which uses more than first letter of each word, use caps and lowercase:
 Pepco (Potomac Electric Power Co.)
 Inco (International Nickel Co.)
 Arameco (Arabian-American Oil Co.)

In common-noun combinations made up of more than first letter of lower-cased words, use lowercase:
 loran (*long-range navigation*)
 sonar (*sound navigation ranging*)

10.50. The words *infra* and *supra* are not abbreviated.

10.51. Even in commercial correspondence do not abbreviate *instant*, *proximo*, and *ultimo*.

Terms of measure

10.52. Compass directions are abbreviated as follows:

N.	E.	S.	W.	10° N. 25° W.
NE.	SW.	NNW.	ESE.	NW. by N. ¼ W.

10.53. The words *latitude* and *longitude*, followed by figures, are abbreviated in parentheses, brackets, footnotes, sidenotes, tables, and leaderwork, and the figures are always closed up.

lat. 52°33'05'' N.

long. 13°21'10'' E.

10.54. Avoid breaking latitude and longitude figures at end of line; space out line instead. In case of an unavoidable break at end of line, use hyphen.

10.55. Temperature and gravity are expressed in figures and the degree mark is used. Note the following abbreviations:

C.,¹ Celsius ² (also centigrade)
F., Fahrenheit
R., Reaumur
K., Kelvin
abs., absolute

B., Baumé
API, American Petroleum Institute
Twad., Twaddell
32° F.¹
273.1° K.
18° API

10.56. References to meridian in statements of time are abbreviated as follows:

10 a.m.

2:30 p.m. (use thin colon)

12 m. (noon)

12 p.m. (midnight)

10.57. The word *o'clock* is not used with abbreviations of time. (See rule 11.8b, p. 170.)

10.58. Metric abbreviations are set in lowercase, the same form being used for both singular and plural. The preferred abbreviation for *cubic centimeter* is *cc.*; use *cm.*³ only when requested.

Prefixes and their meaning

m. milli = one-thousandth (0.001)
c. centi = one-hundredth (0.01)
d. deci = one-tenth (0.1)
[The unit equals 1]
dk. deka = ten (10)
h. hecto = one hundred (100)
k. kilo = one thousand (1,000)

Metric units

m. meter (for length)
g. gram (for weight or mass)
l. liter (for capacity)

Length

mym. myriameter
km. kilometer
hm. hectometer
dkm. dekameter
m. meter
dm. decimeter
cm. centimeter
mm. millimeter
 μ micron (0.001 mm.)
m μ millimicron

Area

mya. myriare
km.² square kilometer
hm.² square hectometer
dkm.² square dekameter
m.² square meter
dm.² square decimeter
cm.² square centimeter
mm.² square millimeter
 μ^2 square micron

Volume

km.³ cubic kilometer
hm.³ cubic hectometer
dkm.³ cubic dekameter
m.³ cubic meter
dm.³ cubic decimeter
cm.³ cubic centimeter
mm.³ cubic millimeter
 μ^3 cubic micron

Weight

myg. myriagram
kg. kilogram
hg. hectogram
dkg. dekagram
g. gram
dg. decigram
cg. centigram
mg. milligram
 μ g. microgram

Land area

ha. hectare
a. are
ca. centiare

Capacity of containers

myl. myrialiter
kl. kiloliter
hl. hectoliter
dkl. dekaliter
l. liter
dl. deciliter
cl. centiliter
ml. milliliter

¹ Without figures preceding it, ° C. or ° F. (note space) should be used only in boxheads and over figure columns in tables.

² See footnote 1 on p. 160.

10.59. A similar plan of abbreviation applies to any unit based on the metric system.

a. ampere	mho (not abbreviated)	mh. millihenry
A. angstrom	ohm (not abbreviated)	μ f. microfarad (one-millionth of a farad)
c. cycle (kc. only)	v. volt	$\mu\mu$ micromicron (one-millionth of a micron)
d. dyne	w. watt	μ f. micromicrofarad (one-millionth of a millionth)
e. erg	kc. kilocycle	
f. farad	kv. kilovolt	
h. henry	kv.-a. kilovolt-ampere	
j. joule	kw. kilowatt	
mc. megacycle	mf. millifarad	

10.60. The following forms are used when units of English weight and measure and units of time are abbreviated, the same form of abbreviation being used for both singular and plural:

<i>Length</i>	<i>Area and volume</i>	<i>Weight</i>	<i>Capacity</i>
in., inch	sq. in., in. ² , square inch	gr., grain	gill(s), not abbreviated
ft., foot	cu. in., in. ³ , cubic inch	dr., dram	pt., pint
yd., yard	sq. mile(s), square mile(s)	oz., ounce	qt., quart
mile(s), not abbreviated	cu. ft., cubic foot	lb., pound	gal., gallon
<i>Time</i>		cwt., hundredweight	pk., peck
yr., year		dwt., pennyweight	bu., bushel
mo., month		ton(s), not abbreviated	bbl., barrel
day, not abbreviated			
hr., hour			
min., minute			
sec., second			

10.61. In astrophysical and similar scientific matter, magnitudes and units of time may be expressed as follows, if so written in copy. (See also "Clock time," rule 11.8b, p. 170.)

2^m35^b3^m9^a4.5^b

Money

10.62. The following are some of the abbreviations and symbols used for indicating money:

\$, dol. (dollar)	₱ (peso)
c., ct., ¢ (cent, cents)	£ (pound)
T£175 (Turkish)	s. (shilling)
US\$15,000	d. (pence)
Mex\$2,650	£12 16s. 8d. (not 12/16/8)

Use "US\$" if omission, in relatively rare instances, would result in confusion.

(For the abbreviations of other terms indicating foreign money, see p. 250.)

11. NUMERALS

(See also Tabular Work; Leaderwork)

11.1. Most rules for the use of numerals are based on the general principle that the reader comprehends numerals more readily than numerical word expressions, particularly in technical, scientific, or statistical matter. However, for special reasons numbers are spelled out in indicated instances.

11.2. The following rules cover the most common conditions that require a choice between the use of numerals and words. Some of them, however, are based on typographic appearance rather than on the general principle stated above.

11.3. Arabic numerals are generally preferable to Roman numerals.

NUMBERS EXPRESSED IN FIGURES

11.4. A figure is used for a number of 10 or more with the exception of the first word of the sentence. Numbers under 10 are to be spelled, except for time, measurement, and money. (See also rules 11.8, p. 170; 11.24, p. 173.)

50 ballots
10 guns

24 horses
nearly 10 miles

about 40 men
10 times as large

Each of 15 major commodities (nine metal and six nonmetal) was in supply. Petroleum came from 16 fields, of which eight were discovered in 1956.

That man has three suits, two pairs of shoes, and 12 pairs of socks.

Of the 13 engine producers, six were farm equipment manufacturers, six were principally engaged in the production of other types of machinery, and one was not classified in the machinery industry.

There were three six-room houses, five four-room houses, and three two-room cottages, and they were built by 20 men. (See rule 11.22, p. 173.)

There were three six-room houses, five four-room houses, and three two-room cottages, and they were built by nine men.

Only four companies in the metals group appear on the list, whereas the 1947 census shows at least 4,400 establishments.

but If two columns of sums of money add or subtract one into the other and one carries points and ciphers, the other should also carry points and ciphers.

At the hearing, only one Senator and one Congressman testified.

There are four or five things which can be done.

11.5. A unit of measurement, time, or money (as defined in rule 11.8, p. 170) is always expressed in figures.

Each of the five girls earned 75 cents an hour.

Each of the 15 girls earned 75 cents an hour.

A team of four men ran the 1-mile relay in 3 minutes 20 seconds.

This usually requires from two to five washes and a total time of 2 to 4 hours.

This usually requires nine to 12 washes and a total time of 2 to 4 hours.

The contractor, one engineer, and one surveyor inspected the 1-mile road.

but There were two six-room houses, three four-room houses, and four two-room cottages, and they were built by nine men in thirty 5-day weeks. (See rule 11.22, p. 173.)

11.6. Figures are used for serial numbers.

Bulletin 725	290 U.S. 325
Document 71	Genesis 39: 20 (full space after colon)
pages 352-357	Metropolitan 5-9020 (telephone number)
lines 5 and 6	the year 1931
paragraph 1	1721-1727 St. Clair Avenue
chapter 2	<i>but</i> Letters Patent No. 2,189,463

11.7. A colon preceding figures does not affect their use.

The result was as follows: 12 voted yea, four dissented.

The result was as follows: nine voted yea, four dissented.

Measurement and time

11.8. Units of measurement and time are expressed in figures.

a. Age:

6 years old
52 years 10 months 6 days
a 3-year-old

b. Clock time (see also Time):

4:30 p.m. (use thin colon)
10 o'clock *or* 10 p.m. (*not* 10 o'clock p.m.; 2 p.m. in the afternoon;
10:00 p.m.); 12 m. (noon); 12 p.m. (midnight)
half past 4
4^h30^m *or* 4.5^h, in scientific work, if so written in copy
0025, 2359 (astronomical and military time)

c. Dates:

June 1935; June 29, 1935 (*not* June, 1935, *nor* June 29th, 1935)
March 6 to April 15, 1935 (*not* March 6, 1935, to April 15, 1935)
May, June, and July 1935 (*but* June and July 1935)
15 April 1951 (military)
the 2d (*or* 3d) instant
4th of July (*but* Fourth of July, meaning the holiday)
the 1st [day] of the month (*but* the last of April or the first of May,
not referring to specific days)

In referring to a fiscal year, consecutive years, or a continuous period of 2 years or more, when contracted, the forms 1906-38, 1931-32, 1801-2, 1875-79 are used (*but* 1895-1914, 1900-1901); for two or more separate years not representing a continuous period, a comma is used instead of a dash (1875, 1879); if the word *from* precedes the year or the word *inclusive* follows it, the second year is not shortened and the word *to* is used in lieu of the dash (from 1933 to 1936; 1935 to 1936, inclusive).

In dates, *A.D.* precedes the year (*A.D.* 937); *B.C.* follows the year (254 *B.C.*).

d. Decimals: In text a cipher should be supplied before a decimal point if there is no unit, and ciphers should be omitted after a decimal point unless they indicate exact measurement.

0.25 inch; 1.25 inches
silver 0.900 fine
specific gravity 0.9547
gage height 10.0 feet

but .30 caliber (meaning 0.30
inch, bore of small arms);
30 calibers (length)

e. Degrees, etc. (spaces omitted):

longitude 77°04'06'' E.
latitude 49°26'14'' N.
35°30'; 35°30' N.
a polariscopic test of 85°
45.5° to 49.5° below zero
an angle of 57°
strike N. 16° E.

dip 47° W. *or* 47° N. 31° W.
gravity 16.6° B.
25.5' (preferred); *also* 25'.5 *or*
25'.5, as in copy
but two degrees of justice; 12
degrees of freedom
32d degree Mason

f. Market quotations:

4½-percent bonds
Treasury bonds sell at 95
Metropolitan Railroad, 109

gold is 109
wheat at 2.30
sugar, .03; *not* 0.03

g. Mathematical expressions:

multiplied by 3

divided by 6

h. Measurements:

7 meters	3 ems
about 10 yards	20/20 (vision)
8 by 12 inches	60 μ
8- by 12-inch page	2,500 horsepower
2 feet by 1 foot 8 inches by	15 cubic yards
1 foot 3 inches	6-pounder
1½ miles	80 foot-pounds
6 acres	10s (for yarns and threads)
9 bushels	<i>but</i> tenpenny nail; fourfold;
1 gallon	three-ply; five votes; six
	bales (see also rule 11.23)

i. Money:

\$3.65; \$0.75; 75 cents; 0.5 cent	£2 4s. 6d.
\$3 (<i>not</i> \$3.00) per 200 pounds	₹175
75 cents apiece	65 yen
Rs32,25,644 (Indian rupees)	₹265
2.5 francs <i>or</i> fr2.5	

j. Percentage:

12 percent; 25.5 percent; 0.5 percent (*or* one-half of 1 percent)
 3.65 bonds; 3.65s; 5-20 bonds; 5-20s; 4½s; 3s (see also rule 5.28, p. 71)
 50-50 (colloquial expression)
 5 percentage points

k. Proportion:

1 to 4
 1:62,500 (equal space each side of colon)
 1-3-5

l. Time (see also Clock time):

6 hours 8 minutes 20 seconds	<i>but</i> four centuries; three decades;
10 years 3 months 29 days	three quarters (9 months)
8 days	statistics of any one year
7 minutes	in a year or two
1 month	four afternoons

m. Unit modifiers:

5-day week	10-million-peso loan
8-year-old wine	a 5-percent increase
8-hour day	20th-century progress
10-foot pole	<i>but</i> two-story house
½-inch pipe	five-man board
5-foot-wide entrance	\$20 million airfield

n. Game scores:

1 up (golf)	7 to 6 (football), etc.
3 to 2 (baseball)	

Ordinal numbers

11.9. Except as indicated in rule 11.19, p. 173, and also for day preceding month, figures are used in text and footnotes to text for serial ordinal numbers beginning with *10th*. In tables, leaderwork, footnotes to tables and leaderwork, and in sidenotes, figures are used at all times. Military units are expressed in figures at all times when not the beginning of sentence, except *Corps*. (For ordinals in addresses, see rule 11.11, p. 172.)

29th of May, <i>but</i> May 29	77th Regiment
First Congress; 82d Congress	9th Naval District
ninth century; 20th century	7th Fleet
Second Congressional District;	7th Air Force
20th Congressional District	7th Task Force
seventh region; 17th region	<i>but</i> XII Corps (Army usage)
eighth parallel; 38th parallel	Court of Appeals for the Tenth
fifth ward; 12th ward	Circuit
ninth birthday; 66th birthday	Seventeenth Decennial Census
1st Army	(title)
2d Infantry Division	
323d Fighter Wing	

11.10. Ordinals and numerals appearing in a sentence are treated according to the separate rules dealing with ordinals and numerals standing alone or in a group. (See rules 11.4, p. 169; 11.9, p. 171; 11.24, p. 173.)

The fourth group contained three items.

The fourth group contained 12 items.

The eighth and 10th groups contained three and four items, respectively.

The eighth and ninth groups contained nine and 12 items, respectively.

11.11. Beginning with *10th*, figures are used in text matter for numbered streets, avenues, etc., but in tables, leaderwork, footnotes, and sidenotes, figures are used at all times, and *street, avenue, etc.*, are abbreviated. (See also rule 10.16, p. 155.)

First Street NW.; *also* in parentheses: (Fifth Street) (13th Street); 810 West 12th Street; North First Street; 1021 121st Street; 2031 18th Street North; 711 Fifth Avenue; 518 10th Avenue; 51-35 61st Avenue

Fractions

(For spelled-out fractions, see rule 11.28, p. 174.)

11.12. Piece and em fractions ($\frac{1}{4}$, $\frac{1}{2}$, $\frac{3}{4}$, $\frac{2}{3}$, $\frac{5}{8}$, $\frac{7}{8}$, $\frac{1}{2954}$) are used in text, but the shilling mark with full-sized figures ($1/4$, $1/2954$) may be used if specially requested. A comma should not be used in any part of a built-up fraction of four or more digits or in decimals.

11.13. Fractions are used in a unit modifier.

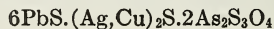
$\frac{1}{2}$ -inch pipe; *not* one-half-inch pipe $\frac{1}{4}$ -mile run $\frac{7}{8}$ -point rise

Punctuation

11.14. The comma is used in a number containing four or more digits, except in serial numbers, common and decimal fractions, astronomical and military time, and kilocycles and meters of not more than four figures pertaining to radio.

Chemical formulas

11.15. In chemical formulas full-sized figures are used before the symbol or group of symbols to which they relate, and inferior figures are used after the symbol. (See also rules 6.44, p. 79; 13.17, p. 179.)



NUMBERS SPELLED OUT

11.16. Numerals are spelled out at the beginning of a sentence or head. Rephrase a sentence or head to avoid beginning with figures.

Five years ago * * * ; *not* 5 years ago * * *

Five hundred and fifty men are employed * * * ; *not* 550 men are employed * * *
"Five-Year Plan Announced"; *not* "5-Year Plan Announced" (head)

Although 1965 may seem far off, it * * * ; *not* 1965 may seem far off, it * * *

Government employees numbering 207,843 * * * ; *not* 207,843 Government employees * * *

Benefits amounting to \$69,603,566 * * * ; *not* \$69,603,566 worth of benefits * * *

11.17. In testimony, hearings, transcripts, and Q. and A. matter, figures are used immediately following Q. and A. or name of interrogator or witness for years (e.g., 1958), sums of money, decimals, street numbers, and for numerical expressions beginning with *101*.

Mr. SMITH. 1957 was a good year.

Mr. JONES. \$1 per share was the return. Two dollars in 1956 was the alltime high. Nineteen hundred and seventy-eight may be another story.

Mr. JONES. 92 cents.

Mr. SMITH. 12.8 people.

Mr. JONES. 1240 Pennsylvania Avenue.

Mr. SMITH. Ninety-eight persons.

Q. 101 years? *But* Q. One hundred years?

A. 200 years.

Mr. SMITH. Ten-year average would be how much?

11.18. A spelled-out number should not be repeated in figures, except in legal documents. In such instances these forms will be observed:

five (5) dollars, *not* five dollars (5)
ten dollars (\$10), *not* ten (\$10) dollars

11.19. Numbers mentioned in connection with serious and dignified subjects such as Executive orders, legal proclamations, and in formal writing are spelled out.

the Thirteen Original States
in the year nineteen hundred and forty-four
the Seventy-eighth Congress
millions for defense but not one cent for tribute
threescore years and ten

11.20. Numbers expressing time, money, or measurement separated from their unit descriptions by more than two words are spelled out if under 10.

two and more separate years	<i>but</i> 5 successive years
whether five or any number of years	4 calendar years
	6 hard-earned dollars
	5 up to 10 dollars

11.21. Numbers larger than 1,000, if spelled out, should be in the following form:

two thousand and twenty
one thousand eight hundred and fifty
one hundred and fifty-two thousand three hundred and five
eighteen hundred and fifty (serial number)

11.22. Numbers of less than 100 preceding a compound modifier containing a figure are spelled out.

two ¼-inch boards	three four-room houses
twelve 6-inch gins	<i>but</i> 120 8-inch boards

11.23. Indefinite expressions are spelled out.

the seventies; the early seventies;	twelvefold; fortyfold; hundredfold,
<i>but</i> the early 1870's or 1870's	twentyfold to thirtyfold
a thousand and one reasons	<i>but</i> 1 to 3 million
between two and three hundred	mid-1951
horses ¹	40-odd people; nine-odd people
midthirties	40-plus people
in the eighties, <i>not</i> the '80's	100-odd people
<i>nor</i> 80's	3½-fold; 250-fold; 2.5-fold; 41-fold

The words *nearly*, *about*, *around*, *approximately*, etc., do not constitute indefinite expressions.

11.24. Except as indicated in rule 11.8 (p. 170), a number less than 10 is spelled out within a sentence. (See rule 11.4, p. 169.)

six horses	<i>but</i> 3½ cans
five wells	2½ times or 2.5 times
eight times as large	

11.25. For typographic appearance and easy grasp of large numbers beginning with *million*, the word *million* or *billion* is used.

¹ Better: Between 200 and 300 horses.

The following are guides to treatment of figures as submitted in copy. If copy reads—

- \$12,000,000, *change to \$12 million*
- 2,750,000,000 dollars, *change to \$2,750 million*
- 2.7 million dollars, *change to \$2.7 million*
- 2¾ million dollars, *change to \$2¾ million*
- two and a half million dollars, *do not change to \$2½ million.*
- two and one-half million dollars, *change to \$2½ million*
- but \$2,700,000, do not change to \$2.7 million*
- also \$10 to \$20 million; 10 or 20 million; between 10 and 20 million; \$10 million or \$20 million; if in copy, follow*
- 4 millions of assets
- amounting to 4 millions
- \$1,270,000
- \$1,270,200,000
- \$2¾ billion; \$2.75 billion; \$2,750 million
- \$500,000 to \$1 million
- 300,000; *not* 300 thousand
- ½ billion to \$1¼ billion (note full figure with second fraction); \$1¼ to \$1½ billion.
- three-quarters of a billion dollars
- 5 or 10 billion dollars' worth (see rule 5.31, p. 71)

11.26. Related numbers close together at the beginning of a sentence are treated alike.

Fifty or sixty miles away is snowclad Mount McKinley.

11.27. Round numbers are spelled out.

- a hundred cows
- a thousand dollars
- a million and a half
- two thousand million dollars
- less than a million dollars

11.28. Fractions standing alone, or if followed by *of a* or *of an*, are generally spelled out. (See also rule 11.13, p. 172.)

- three-fourths of an inch; *not* ¾ inch *nor* ¾ of an inch
- one-half inch
- one-half of a farm; *not* ½ of a farm
- one-fourth inch
- or, if copy so reads:*
- three-quarters of an inch
- half an inch
- a quarter of an inch
- one-tenth
- one-hundredth
- two one-hundredths
- one-thousandth
- five one-thousandths
- thirty-five one-thousandths
- but* ½ to 1¼ pages
- ½-inch pipe
- ½-inch-diameter pipe
- 3½ cans; 2½ times

ROMAN NUMERALS

11.29. A repeated letter repeats its value; a letter placed after one of greater value adds to it; a letter placed before one of greater value subtracts from it; a dashline over a letter denotes multiplied by 1,000.

I.....	1	XXIX.....	29	LXXV.....	75	DC.....	600
II.....	2	XXX.....	30	LXXIX.....	79	DCC.....	700
III.....	3	XXXV.....	35	LXXX.....	80	DCCC.....	800
IV.....	4	XXXIX.....	39	LXXXV.....	85	CM.....	900
V.....	5	XL.....	40	LXXXIX.....	89	M.....	1,000
VI.....	6	XLV.....	45	XC.....	90	MD.....	1,500
VII.....	7	XLIX.....	49	XCV.....	95	MM.....	2,000
VIII.....	8	L.....	50	XCIX.....	99	MMM.....	3,000
IX.....	9	LV.....	55	C.....	100	MMMM or MV.....	4,000
X.....	10	LIX.....	59	CC.....	150	V.....	5,000
XV.....	15	LX.....	60	CC.....	200	M.....	1,000,000
XIX.....	19	LXV.....	65	CCC.....	300		
XX.....	20	LXIX.....	69	CD.....	400		
XXV.....	25	LXX.....	70	D.....	500		

Dates

MDC.....	1600	MCMX.....	1910	MCML.....	1950
MDCC.....	1700	MCMXX.....	1920	MCMLX.....	1960
MDCCO.....	1800	MCMXXX.....	1930		
MCM or MDCCO.....	1900	MCMXL.....	1940		

12. ITALIC

(See also Courtwork; Symbols; Datelines, Addresses, and Signatures)

12.1. Italic is sometimes used to differentiate or to give greater prominence to words, phrases, etc. However, an excessive amount of italic defeats this purpose, and its use in general work should be restricted as indicated.

Emphasis, foreign words, titles of publications

12.2. Italic is not used for mere emphasis, foreign words, or the titles of publications unless it is specially requested and the copy is edited therefor.

12.3. In nonlegal work, *ante*, *post*, *infra*, and *supra* are italicized only when part of a legal citation. Otherwise these terms, as well as the abbreviations *id.*, *ibid.*, *op. cit.*, *et seq.*, and other foreign words, phrases, and their abbreviations, are printed in roman. (See also rule 18.29, p. 230.)

12.4. When "emphasis supplied," "emphasis added," or "emphasis ours" appears in copy, it should not be changed; but "underscore supplied" should be changed to "italic supplied."

12.5. When copy is submitted with instructions to set "all roman (no italic)," these instructions will not apply to *Ordered*, *Resolved*, *Be it enacted*, etc.; titles following signatures or addresses; or the parts of datelines which are always set in italic.

Names of vessels, aircraft, and spacecraft

12.6. The names of vessels and aircraft are italicized unless otherwise indicated; in lists set in columns and in stubs and reading columns of tables consisting entirely of names of vessels and aircraft, they will be set in roman. Manned and unmanned spacecraft and missiles will be caps and lowercase and will not be italicized.

SS *America*; the liner *America*
the *Friendship*
the Bermuda *Clipper*
U.S.S. *Nautilus* (submarine)
U.S.S. *Wisconsin*
ex-U.S.S. *Savannah*
USCGS (U.S. Coast and Geodetic Survey) ship *Pathfinder*
USCG (U.S. Coast Guard) cutter *Thetis*; CG cutter *Thetis*
the *U-7*
destroyer *31*
H.M.S. *Hornet*
HS (hydrofoil ship) *Denison*

MS (motorship) *Richard*
FPV (free piston vessel) *James*
GTS (gas turbine ship) *Alexander*
NS (nuclear ship) *Savannah*
MV (motor vessel) *Havtroll*
Forrestal (proposed name of vessel)
the *Missouri's* (roman "s") turret
the *U-7's* (roman "s") deck
West Virginia class or type
but B-50 (type of plane)
LST-1155
DD-822
Mig; Mig-21

12.7. Names of vessels are quoted in matter printed in other than lowercase roman.

Sinking of the "Lusitania"
SINKING OF THE "LUSITANIA"

Sinking of the "Lusitania"
SINKING OF THE "LUSITANIA"

Names of legal cases. (See rule 18.33, p. 231.)

12.8. The names of legal cases are italicized, except the *v.* When requested, the names of such cases may be set in roman with italic *v.*

"The Hornet" and "The Hood," 124

F. (2d) 45

Smith v. Brown et al.

Smith Bros. case (172 App. Div. 149)

Smith Bros. case, supra

Smith Bros. case

As cited in *Smith Bros.*

John Doe v. Richard Roe

but *John Doe against Richard Roe*

the *Cement case*

SMITH *v.* BROWN *ET AL.* (heading)

SMITH *v.* BROWN *ET AL.*

(heading)

Durham rule

Scientific names

12.9. The scientific names of genera, subgenera, species, and subspecies (varieties) are italicized, but are set in roman in italic matter; the names of groups of higher rank than genera (phyla, classes, orders, families, tribes, etc.) are printed in roman.

A.s. perpallidus

Tsuga canadensis

Cypripedium parviflorum var. *pubescens*

the genera *Quercus* and *Liriodendron*

the family Leguminosae

Measurements of specimens of Cyanoderma erythroptera neocara

12.10. Quotation marks should be used in place of italic for scientific names appearing in lines set in caps, caps and small caps, or bold-face, even if there is italic type available in the series.

Words and letters

12.11. The words *Resolved*, *Resolved further*, *Provided*, *Provided, however*, *Provided further*, *And provided further*, and *ordered*, in bills, acts, resolutions, and formal contracts and agreements are italicized; also the words *To be continued*, *Continued on p. —*, *Continued from p. —*, and *See* and *see also* (in indexes and tables of contents only).

Resolved, That (resolution)

Resolved by the Senate and House of Representatives of the United

States of America in Congress assembled, That

[*To be continued*] (centered; no period)

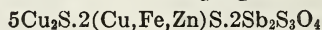
[*Continued from p. 3*] (centered; no period)

see also Mechanical data (index entry)

12.12. All letters (caps, small caps, lowercase, superiors, and inferiors) used as symbols are italicized, but in italic matter roman letters are used. Chemical symbols (even in italic matter) and certain other standardized symbols are set in roman. (See also rules 6.44, p. 79, and 13.8, p. 177.)

*n*th degree; *x* dollars

$$D \div 0.025 V_m^{2.7} = \frac{0.042}{G-1} V_m^{2.7}$$



12.13. Letter designations in mathematical and scientific matter, except chemical symbols, are italicized.

12.14. Letter symbols used in legends to illustrations, drawings, etc., or in text as references to such material, are set in italic without periods and are capitalized if so shown in copy.

12.15. Letters (*a*), (*b*), (*c*), etc., and *a*, *b*, *c*, etc., used to indicate sections or paragraphs are italicized in general work but not in laws and other legal documents. (See rule 9.85, p. 145, where stated to be in parentheses.)

12.16. Parentheses, brackets, and superior reference figures adjoining italicized words are always set in roman. In italic matter, a punctuation mark immediately following a roman parenthesis or bracket is also set in roman. Other punctuation marks match the type of the words they adjoin. (See also rule 9.139, p. 151.)

13. SIGNS AND SYMBOLS

13.1. The increased use of signs and symbols and their importance in technical and scientific work have emphasized the necessity of standardization on a national basis and of the consistent use of the standard forms.

13.2. Certain symbols are well standardized—number symbols (the digits, 0, 1, 2, 3, 4, 5, 6, 7, 8, 9); letter symbols (the letters of the alphabet, a, b, c, d, etc.); and graphic symbols (the mathematical signs +, −, ±, ×, ÷).

13.3. The Government Printing Office will furnish at cost new special symbols for technical matter when necessary.

13.4. The signs +, −, ±, ×, and ÷, etc., are closed against accompanying figures and symbols. When the × is used to indicate “crossed with” (in plant or animal breeding) or magnification, it will be separated from the accompanying words by a space.

i–viii + 1–288 pages
The equation $A+B$
The result is 4×4

20,000 ± 5,000
Early June × Bright (crossed with)
× 4 (magnification)

Symbols with figures

13.5. The degree mark is always used in lieu of the word *degree* following a figure denoting measurement.

13.6. Any symbol that is set close up to figures, such as the degree mark, Greek mu, dollar mark, or commercial c (°, μ, \$, ¢), is used before or after each figure in a group or series.

45° to 65° F., not 45 to 65° F.
30μ and 50μ
\$5 to \$8 price range
5'–7' long, not 5–7' long

3¢ to 5¢ (no spaces)
±2 to ±7; 2° ± 1°; 3 ohms ± 1
but § 12 (thin space)
from 15 to 25 percent

Letter symbols

13.7. Letter symbols are set in italic without periods and are capitalized only if so shown in copy, since the capitalized form may have an entirely different meaning. However, a few symbols are set in roman if so indicated in copy.

Equations

13.8. In mathematical equations, use italic for all letter symbols—capitals, lowercase, small capitals, and superiors and inferiors (exponents and subscripts); use roman for figures, including superiors and inferiors.

13.9. If an equation or a mathematical expression needs to be divided, break before +, −, =, etc. However, the equal sign is to clear on the left of other beginning mathematical signs. (See example (6), p. 178.)

13.10. A short equation in text should not be broken at the end of a line. Space out the line so that the equation will begin on the next line; or better, center the equation on a line by itself.

13.11. An equation too long for one line is set flush on the left, the second half of the equation is set flush on the right, and the two parts are balanced as nearly as possible.

13.12. Two or more equations in series are alined on the equal signs and centered on the longest equation in the group.

13.13. Connecting words of explanation, such as *hence*, *therefore*, and *similarly*, are set flush either on the same line with the equation or on a separate line.

13.14. If a built-up fraction occurs in one part of an equation, all other fractions in that line must be built up.

13.15. Parentheses, braces, brackets, integral signs, and summation signs should be of the same height as the mathematical expressions they include.

13.16. Inferiors precede superiors if they appear together; but if either inferior or superior is too long, the two are alined on left.

$$\sqrt{\Phi} = \sum_{k=0}^m c_k (A_k \cos k\psi + B_k \sin k\psi) \quad (1)$$

$$\frac{e}{e_0} = \frac{1}{\sqrt{\left[1 - (f/f_M)^2 + \frac{C_M}{c}\right]^2 + \left[\frac{r}{X C_M}\right]^2}} \quad (2)$$

$$\begin{aligned} Q &= A_2 \rho^1 \left(\frac{p_2}{p_1}\right)^{\frac{1}{\gamma}} \left\{ 2g p_1 v_1 \left(\frac{\gamma}{\gamma-1}\right) \left[1 - \left(\frac{p_2}{p_1}\right)^{\frac{\gamma-1}{\gamma}}\right] \right\}^{\frac{1}{2}} \\ &= A_2 \left\{ 2g \frac{p_1}{v_1} \left(\frac{\gamma}{\gamma-1}\right) \left[\left(\frac{p_2}{p_1}\right)^{\frac{2}{\gamma}} - \left(\frac{p_2}{p_1}\right)^{\frac{\gamma+1}{\gamma}} \right] \right\}^{\frac{1}{2}} \end{aligned} \quad (3)$$

$$\begin{aligned} \omega_n(x, \theta_x) &= \frac{1}{\sqrt{r_1 r_2}} \int_0^x dx_2 \int_0^{x_2} dx_1 \cos n\psi_x(x_1, x_2) \\ &\quad \left[\frac{r_1 r_2}{p_1 p_2} (\phi_{n-1}(k_1) + \phi_{n+1}(k_1)) + 2\phi_n(k_1) \right] \end{aligned} \quad (4)$$

$$\begin{aligned} m_{s_1 s_2} &= \int_{x_{i_1}}^{x_{s_1}} dx_1 \int_{x_{i_2}}^{x_{s_2}} dx_2 \int_0^{2\pi} \frac{d\theta_1}{2\pi} \\ &\quad \int_0^{2\pi} \frac{d\theta_2}{2\pi} \frac{\frac{r_1 r_2}{p_1 p_2} \cos(\theta_2 - \theta_1) + 1}{\sqrt{(x_2 - x_1)^2 + R^2(\theta_2 - \theta_1)}} \\ &= \int_{x_{i_1}}^{x_{s_1}} dx_1 \int_{x_{i_2}}^{x_{s_2}} dx_2 \int_0^{2\pi} \frac{d\psi}{2\pi} \frac{\frac{r_1 r_2}{p_1 p_2} \cos \psi + 1}{\sqrt{(x_2 - x_1)^2 + R^2(\psi)}} \end{aligned} \quad (5)$$

$$\begin{aligned} \sum_2 (\psi_n, c_n) &= 2c_2 \frac{\tan(2\psi_2 - \psi_1)}{\cos(2\psi_3 - \psi_2)} + 6c_3 \frac{\tan(2\psi_3 - \psi_2)}{\cos(2\psi_4 - \psi_3)} \\ &\quad + 14c_4 \frac{\tan(2\psi_4 - \psi_3)}{\cos(2\psi_5 - \psi_4)} + \dots \\ &\quad + 2(2^{1+n} - 1)c_{n+2} \frac{\tan(2\psi_{n+2} - \psi_{n+1})}{\cos(2\psi_{n+3} - \psi_{n+2})} \dots \end{aligned} \quad (6)$$

Chemical symbols

13.17. The chemical elements are designated by the initial letter or a shortened form of the English or Latin name. They are set in roman, without periods. (For treatment of symbols, see rule 6.44, p. 79.)



Chemical elements

[Accepted names, symbols, atomic numbers, and atomic weights, as officially approved by the International Union of Pure and Applied Chemistry, 1957]

Element	Symbol	Atomic number	Atomic weight	Element	Symbol	Atomic number	Atomic weight
Actinium	Ac	89	(¹)	Mercury	Hg	80	200.61
Aluminum	Al	13	26.98	Molybdenum	Mo	42	95.95
Americium	Am	95	(¹)	Neodymium	Nd	60	144.27
Antimony	Sb	51	121.76	Neon	Ne	10	20.183
Argon	Ar	18	39.944	Neptunium	Np	93	(¹)
Arsenic	As	33	74.91	Nickel	Ni	28	58.71
Astatine	At	85	(¹)	Niobium	Nb	41	92.91
Barium	Ba	56	137.36	Nitrogen	N	7	14.008
Berkelium	Bk	97	(¹)	Nobelium	No	102	(¹)
Beryllium	Be	4	9.013	Osmium	Os	76	190.2
Bismuth	Bi	83	209.00	Oxygen	O	8	² 16
Boron	B	5	10.82	Palladium	Pd	46	106.4
Bromine	Br	35	79.916	Phosphorus	P	15	30.975
Cadmium	Cd	48	112.41	Platinum	Pt	78	195.09
Calcium	Ca	20	40.08	Plutonium	Pu	94	(¹)
Californium	Cf	98	(¹)	Polonium	Po	84	(¹)
Carbon	C	6	12.010	Potassium	K	19	39.100
Cerium	Ce	58	140.13	Praseodymium	Pr	59	140.92
Cesium	Cs	55	132.91	Promethium	Pm	61	(¹)
Chlorine	Cl	17	35.457	Protactinium	Pa	91	(¹)
Chromium	Cr	24	52.01	Radium	Ra	88	(¹)
Cobalt	Co	27	58.94	Radon	Rn	86	(¹)
Copper	Cu	29	63.54	Rhenium	Re	75	186.22
Curium	Cm	96	(¹)	Rhodium	Rh	45	102.91
Dysprosium	Dy	66	162.51	Rubidium	Rb	37	85.48
Einsteinium	Es	99	(¹)	Ruthenium	Ru	44	101.1
Erbium	Er	68	167.27	Samarium	Sm	62	150.35
Europium	Eu	63	152.0	Scandium	Sc	21	44.96
Fermium	Fm	100	(¹)	Selenium	Se	34	78.96
Fluorine	F	9	19.00	Silicon	Si	14	28.09
Francium	Fr	87	(¹)	Silver	Ag	47	107.880
Gadolinium	Gd	64	157.26	Sodium	Na	11	22.991
Gallium	Ga	31	69.72	Strontium	Sr	38	87.63
Germanium	Ge	32	72.60	Sulfur	S	16	³ 32.066
Gold	Au	79	197.0	Tantalum	Ta	73	180.95
Hafnium	Hf	72	178.50	Technetium	Tc	43	(¹)
Helium	He	2	4.003	Tellurium	Te	52	127.61
Holmium	Ho	67	164.94	Terbium	Tb	65	158.93
Hydrogen	H	1	1.0080	Thallium	Tl	81	204.39
Indium	In	49	114.82	Thorium	Th	90	232.05
Iodine	I	53	126.91	Thulium	Tm	69	168.94
Iridium	Ir	77	192.2	Tin	Sn	50	118.70
Iron	Fe	26	55.85	Titanium	Ti	22	47.90
Krypton	Kr	36	83.80	Tungsten	W	74	183.86
Lanthanum	La	57	138.92	Uranium	U	92	238.07
Lead	Pb	82	207.21	Vanadium	V	23	50.95
Lithium	Li	3	6.940	Xenon	Xe	54	131.30
Lutetium	Lu	71	174.99	Ytterbium	Yb	70	173.04
Magnesium	Mg	12	24.32	Yttrium	Y	39	88.92
Manganese	Mn	25	54.94	Zinc	Zn	30	65.38
Mendelevium	Md	101	(¹)	Zirconium	Zr	40	91.22

¹ These values are omitted because the elements do not occur in nature, and their atomic weight depends on which isotope is made.

² This is a defined value rather than an indicated one.

³ Because of natural variations in the abundance ratio of the isotopes of sulfur, the atomic weight of this element has a range of ± 0.003 .

Standardized symbols

13.18. Symbols duly standardized by any national scientific, professional, or technical group are accepted as preferred forms within the field of the group. The issuing office desiring or requiring the use of such standardized symbols should see that copy is prepared accordingly.

Signs and symbols

13.19. This list contains the signs and symbols frequently used in printing by this Office.

+	plus	[]	brackets	④	Vesta
-	minus	{ }	braces	⊕	rain
±	plus or minus	°	degree	✶	snow
∓	minus or plus	'	minute	☒	snow on ground
×	multiplied by	"	second	←	floating ice crystals
÷	divided by	HP	horsepower	▲	hail
=	equal to	Δ	increment	△	sleet
≈	or ≐ nearly equal to	ω	angular frequency, solid angle	▽	frostwork
≅	or ≐ nearly equal to			⊥	hoarfrost
≡	identical with	Ω	ohm	≡	fog
≢	not identical with	μΩ	microhm	∞	haze; dust haze
≅	equivalent	MΩ	megohm	⊚	thunder
∓	difference	Φ	magnetic flux; farad	⚡	sheet lightning
∩	congruent to	Ψ	dielectric flux; electrostatic flux	⊙	solar corona
∪	greater than	ρ	resistivity	⊕	solar halo
∩	not greater than	γ	conductivity	⚡	thunderstorm
∩	less than	Λ	equivalent conductivity	↖	direction
∩	or ≥ greater than or equal to	ℜ	reluctance	○	or ⊙ or ① annual
∩	or ≤ less than or equal to	→	direction of flow	⊙	or ② biennial
	absolute value	↔	electrical current	♁	perennial
∪	logical sum or union	⬡	benzene ring	♂	or ♂ male
∩	logical product or intersection	→	yields	♀	female
∩	is contained in	↔	reversible reaction	□	male, in charts
ε	is a member of; dielectric constant; mean error	↓	precipitate	○	female, in charts
:	is to; ratio	↑	gas	℞	take (from Latin <i>Recipe</i>)
::	as; proportion	‰	salinity	ĀĀ	or Ā or āā of each (doctor's prescription)
≐	approaches	☉	or ☉ Sun	lb	pound
→	approaches limit of	☾	or ☾ New Moon	℥	ounce
∞	varies as	☽	or ☽ First Quarter	℥	dram
∥	parallel	☾	or ☽ Full Moon	℥	scruple
⊥	perpendicular	☾	Last Quarter	○	pint
∠	angle	☿	Mercury	℥	fluid ounce
└	right angle	♀	Venus	℥	fluid dram
△	triangle	♁	or ⊕ Earth	℥	minim
□	square	♂	Mars	&	or & and; ampersand
▭	rectangle	♃	Jupiter	℥	per
▭	parallelogram	♄	Saturn	#	number
○	circle	♅	Uranus	/	virgule; solidus; separator; shilling
⌒	arc of circle	♆	or ♆ Neptune	%	percent
≡	equilateral	♇	Pluto	©	copyright
≡	equiangular	♁	Aries	©	care of
√	radical; root; square root	♂	Taurus	©	account of
∛	cube root	♊	Gemini	@	at
∜	fourth root	♋	Cancer	¢	cent
Σ	sum	♌	Leo	*	asterisk
!	or ! factorial product	♍	Virgo	†	dagger
∞	infinity	♎	Libra	‡	double dagger
∫	integral	♏	Scorpio	§	section
f	function	♐	Sagittarius	☞	index
∂	or δ differential; variation	♑	Capricornus	∧	acute
π	pi	♒	Aquarius	∨	grave
∴	therefore	♓	Pisces	~	tilde
∵	because	♈	or ♈ conjunction	∧	circumflex
—	vinculum (above letter)	♉	or ♉ opposition	—	macron
()	parentheses	♊	or ♊ trine	⋈	breve
		♋	or ♋ quadrature	∞	dieresis
		♌	or ♌ sextile	˘	cedilla
		♍	or ♍ dragon's head, ascending node	^	caret
		♎	or ♎ dragon's tail, descending node	ˆ	caron
		①	Ceres		
		②	Pallas		
		③	Juno		

Letter symbols

13.20. The standard letter symbols used by the Geological Survey on geologic maps consist of a capital letter, indicating the system, and one or more lowercased letters designating the formation and member where used. The letter symbols for the systemic terms are as follows:

Q	Quaternary	M	Mississippian
T	Tertiary	D	Devonian
K	Cretaceous	S	Silurian
J	Jurassic	O	Ordovician
ƒ	Triassic	Є	Cambrian
P	Permian	pЄ	Precambrian
P	Pennsylvanian		

NOTES

14. TABULAR WORK

(See also Abbreviations; Leaderwork)

(See pp. 206–207 for sample table and tabular terms)

14.1. The object of a table is to present in a concise and orderly manner information that could not be presented so clearly in any other way.

14.2. Tabular material should be kept as simple as possible, so that the meaning of the data could be easily grasped by the user. Tables should be stamped whether tabular matter leaders from top or bottom line to avoid any misunderstanding.

14.3. Unless otherwise specified, tables will be set 6-point solid, and 2-point hairline rules will be used.

Abbreviations

14.4. To avoid burdening tabular text, commonly known abbreviations (see rule 10.48, p. 159, and rules for abbreviations) are used in tables. Metric and unit-of-measurement abbreviations must be used with figures.

14.5. The names of months (except May, June, and July) when followed by the day are abbreviated; otherwise months are spelled. However, in narrow reading columns or boxheads consisting solely of single months, the months may be abbreviated. (For examples, see rules 14.41, p. 188; 14.60, 14.63, p. 190; table, pp. 206–207.)

14.6. The words *street*, *avenue*, *place*, *road*, *square*, *boulevard*, *terrace*, *drive*, *court*, and *building*, following name or number, are abbreviated. For the numbered streets, avenues, etc., figures are used.

14.7. Abbreviate the words *United States* if preceding the word *Government*, the name of any Government organization, or as an adjective generally. (See rules 10.9–10.10, p. 154.)

14.8. Use the abbreviations *RR.* and *Ry.* following name (except as indicated in rule 10.27, p. 156), and *SS*, *MS*, etc., preceding name.

14.9. Use *lat.* and *long.* with figures.

14.10. Abbreviate, when followed by figures, the various parts of publications, as *article*, *part*, *section*, etc. (See rule 10.38, p. 158.)

14.11. Use, generally, such abbreviations and contractions as *74th Cong.*, *2d sess.*, *H. Res. 5*, *H.J. Res. 21*, *S. Doc. 62*, *S. Rept. 410* (see rules 10.42–10.43, p. 158), *Rev. Stat.*, etc.

14.12. In columns containing names of persons, copy is followed as to abbreviations of given names.

14.13. Periods are not used after abbreviations followed by leaders, but are used before footnote references.

Bearoff. (See p. 206 and examples throughout chapter.)

14.14. An en space is used for bearoff from both rules in an inside reading or date column, from the rule on the right in a figure column, and from the adjacent rule in an outside reading or date column.

14.15. In a crowded table the bearoff may be omitted in figure columns.

14.16. Indicated clears and indentions are in addition to bearoff.

14.17. Fractions are set flush to the rule, as shown in example to rule 14.127, page 196, except in double-up tables in column preceding parallel rule and in tables in rules. (See rules 14.88, p. 193; 14.159, p. 200.)

14.18. Mathematical signs, parentheses, and brackets, when preceded by figures, are not borne off.

Boxheads

Horizontal

14.19. Periods are omitted after all boxheads, but a dash is used after any boxhead which reads into the following matter.

14.20. Boxheads run crosswise wherever practicable.

14.21. In 6- and 8-point modern boxheads, all horizontal rules are to be set with inferior low-line dashes. The shoulder on these dashes will take the place of the usual quad line above a rule.

14.22. Boxheads are set solid (even in leaded tables), and bear off an em space above and no bearoff below.

14.23. Boxheads are centered in columns up to 12 ems, inclusive, in width. The first line should be the longest, and should be set as full as possible; good appearance must not be sacrificed by dividing short words or making two-letter divisions.

14.24. Boxheads in columns over 12 ems in width are centered, with hanging indentation for heads of 3 lines or more. (See also rule 14.144, p. 198.)

14.25. Boxheads requiring leaders are set in the same style as the stub column. However, where the item consists of only one word or is very short, it may be centered linewise in the column, and followed by leaders.

Hours in additional storage.....	Percent moisture content					
	75	1 125	210	315	365	550
Package combustions:						
Impregnated—single lam.....	3.5	3.9	4.6	² 3.5	7.1	6.6
Plain—single lam.....	3.8	5.1	7.8	6.5	12.8	7.6

¹ Stored at intervals.

² Slight variance.

Moisture.....	Hours in storage					
	¹ 3.5	3.9	4.6	5.1	5.9	6.2
Package combustions:						
Impregnated—single lam.....	75	² 80	85	90	95	100
Plain—single lam.....	78	83	88	93	93	103

¹ Moisture content reduced under 75 hours' duration.

² Stored in 2 intervals of 40 hours each.

14.26. To avoid use of scabbards (dividing a quadline), boxheads will not be centered vertically with equal division of space top and bottom when such centering will require dividing a quadline. In such cases, scabbards will not be used, and the head will be offcenter 3 points in 6-point tables. Low-line or high dashes will be used.

Function	Ore containing 35		Ore and residuum also containing 10 to 35		Ore containing 5	
	Tons	Mn content	Short tons (percent)	Mn content (short tons)	Mn content	Mn content analysis (short tons)
	Domestic.....	126, 135	56	22. 11	200	151

14.27. If a single box exceeds the depth of a double or triple box, the extra space is placed in the lowermost boxes.

14.28. In compound boxes the greatest number of lines in a top box controls the depth of all the top boxes, unless the total depth of the head would thereby be increased; so also in each of the other boxes. The top box of a triple boxhead may be of such depth as to make a better appearance by alining its bottom rule with the bottom rule of the second box.

Sex and age	Employed boys and girls whose work records were obtained						
	Total		Time of year at beginning work [depth of this box governs depth of box on left, and head set with hanging indentation, as it is over 12 ems in width and over 2 lines deep]				Not reported
	Number	Distribution	June to August		September to May		
			Number	Distribution	Number	Distribution	
Boys (12 to 14).....	3, 869	Percent 45. 5	1, 415	Percent 9. 6	2, 405	Percent 15. 8	49

TABLE 9.—*Mine production of gold, silver, copper, lead, and zinc in 1953, by classes of concentrates and crude materials, in terms of recoverable metals*

Class of material	Short tons	Gold (fine ounces)	Silver (fine ounces)	Copper (pounds)	Lead (pounds)	Zinc (pounds)
Concentrate shipped to smelters and recoverable metals						
Copper.....	220, 346	763	70, 357	114, 242, 346	9, 950	6, 260
Lead.....	3, 931	392	48, 326	72, 500	5, 044, 750	290, 980
Zinc.....	25, 159	269	41, 073	263, 400	581, 590	26, 441, 270
Total:						
1953.....	249, 436	1, 424	159, 756	114, 578, 246	5, 636, 290	26, 733, 510
1952.....	367, 430	1, 789	432, 122	110, 622, 155	13, 544, 875	101, 923, 060
Crude material shipped to smelters						
Dry gold, dry gold-silver ore.....	134	52	2, 839	2, 200		
Copper:						
Crude ore.....	107, 270	844	39, 861	2, 442, 882	124, 100	2, 290
Slag.....	421	10	165	285, 421		
Lead.....	528	12	1, 693	5, 950	110, 870	300
Mill cleanings (lead-zinc).....	31		254	1, 450	8, 100	4, 300
Total:						
1953.....	125, 749	919	45, 444	30, 375, 754	249, 710	6, 890
1952.....	166, 184	1, 042	47, 176	41, 601, 845	497, 125	26, 940

TABLE 6.—*Mine production of gold, silver, copper, lead, and zinc in 1953, by counties, in terms of recoverable metals*

County	Mines producing		Material ¹ sold or treated (short tons)	Gold (lode and placer)		Silver (lode and placer)	
	Lode	Placer		Fine ounces	Value	Fine ounces	Value
Catron.....	2		48	37	\$1, 295	2, 433	\$2, 202
Grant.....	11		7, 888, 727	988	34, 580	81, 444	73, 711
Guadalupe.....	1		28, 985				
Santa Fe.....	4	1	119	3	105	685	620
Sierra.....	8	1	1, 301	271	9, 485	907	821
Socorro.....	15		64, 904	98	3, 430	18, 357	16, 614
Total:							
1953.....	55	2	8, 070, 056	2, 614	91, 490	205, 309	185, 815
1952.....	66	1	9, 120, 841	2, 949	103, 215	479, 318	433, 807
	Copper		Lead		Zinc		Total value
	Short tons	Value	Short tons	Value	Short tons	Value	
Catron.....							\$3, 497
Grant.....	69, 871	\$40, 105, 954	1, 524	\$399, 288	12, 837	\$2, 952, 510	43, 566, 043
Guadalupe.....	537	308, 238					308, 238
Santa Fe.....	2	1, 148	13	3, 406	10	2, 300	7, 579
Sierra.....			4	1, 048	5	1, 150	12, 504
Socorro.....	55	31, 570	1, 327	347, 674	519	119, 370	518, 658
Total:							
1953.....	72, 477	41, 601, 798	2, 943	771, 066	13, 373	3, 075, 790	45, 725, 959
1952.....	76, 112	36, 838, 208	7, 021	2, 260, 762	50, 975	16, 923, 700	56, 559, 692

¹ Does not include gravel washed or tonnage of precipitates shipped.

14.29. In parallel tables, and when so prepared in divide tables, a boxhead that is divided is repeated on subsequent pages with the word *Continued*. (See pp. 208-209.)

14.30. In referring to quantity of things, the word *Number* in boxheads is spelled if possible.

14.31. In an 8-point table with a 6-point boxhead, an 8-point quadline is inserted between head and body of table if no italic unit of quantity is given; if a unit of quantity is given, use a 6-point quadline and set unit of quantity in 6-point italic.

14.32. Column numbers or letters in parentheses may be set over or under boxheads and are separated by a quadline above or below the deepest head. These column references aline across the table. (See also rule 14.34, p. 187.)

States	Department of Agriculture				Department of Commerce		
	Commodity Credit Corporation, value of commodities donated	Special school milk program ¹	Value of commodities distributed within States	Disaster loans, etc. (payments to assist States in furnishing hay in drought-stricken areas) □ (4)	Civil Aeronautics Administration—Federal airport program—regular grants	Bureau of Public Roads: Highway construction	
						Regular grants ²	Emergency grants ³
(1)	(2)	(3)	(4)	(5)	(6)	(7)	
Alabama.....	\$4, 730, 154	\$1, 520, 362	\$7, 970, 875		\$79, 284	\$1, 176, 401	\$247, 515
Arizona.....	393, 484	269, 274	591, 487		297, 266	12, 366, 106	472, 749
Arkansas.....	4, 545, 983	823, 136	6, 512, 639		127, 749	9, 317, 853	

Runup

14.33. Runup boxheads are to be reduced to the minimum practical depth. Running up over stub, reading, and date columns is to be avoided. Boxheads need not run up in all parts of a table.

14.34. Runup heads are set flush, with en bearoff on top. However, heads of 12 ems or less are set ragged at the top to avoid letterspacing; heads over 12 ems are set full. All overruns, including heads making only two lines, are set with 1-em hanging indention. (See rule 14.144, p. 198; also table, pp. 206-207.)

State and division	Number					Production		Cash income from sales of cattle, calves, beef, and veal	Gross income	Value of cattle and calves slaughtered for foreign consumption	Cost of cattle shipped in for feeding
	Shipments and local slaughter		Cattle shipped for feeding and breeding	Farm slaughter		Quantity live weight	Value				
	1945	1946		1945	1946						
	Thou- sands	Thou- sands	Thou- sands	Thou- sands	Thou- sands	1,000 lb.	1,000 dol.				

[1947-49=100]

Year	(1) All commodities	(2) Farm products	(3) Processed foods	(4) All commodities other than farm and foods	(5) Textile products and apparel	(6) Furniture and other household durables	(7) Fuel, power, and lighting materials	(8) Chemicals and allied products	(9) Rubber and rubber products	(10) Lumber and wood products	(11) Pulp, paper, and allied products
1947.....	96.4	100.0	98.2	95.3	100.0	101.0	90.9	101.4	99.0	93.7	98.6
1948.....	104.4	107.3	106.1	103.4	104.4	102.1	107.1	103.8	102.1	107.2	102.9
1949.....	99.2	92.8	95.7	101.3	95.5	96.9	101.9	94.8	98.9	99.2	98.6

Braces

14.35. Braces are avoided if possible; if used, they are placed on the right of a rule and should extend to the complete depth of the group, including overruns. (See examples at bottom of p. 188.)

New Jersey.....		659,425	659,425	62.35		649,374	649,374	62.35
New York.....								
Pennsylvania, Delaware, Maryland, and the District of Columbia. ¹	2,900,499	(2)	2,900,499	{ 66.56 39.73 }	3,312,610	(3)	3,312,610	{ 66.92 39.64 }
Tennessee.....	23,187		23,187	{ 47.24 54.32 }	19,718			{ 53.60 46.00 }
Virginia.....		640	640	{ 51.03 51.50 }			19,718	{ 52.50 47.10 }
South Dakota.....	5,453		5,453	{ 45.02 54.97 }	355,006		208	{ 47.10 54.47 }
Texas.....								
Oklahoma.....	326,500		326,500				355,006	
Utah.....								

¹ Note absence of leaders.

Centerheads, flush entries, and subentries

14.36. Centerheads over solid tables are set solid, except heads set entirely in caps, which are leaded; heads are leaded over leaded tables. Heads follow the style of the tables as to the use of figures and abbreviations.

14.37. Heads and headnotes over parallel tables center over the two-page spread of tables, except short lines. In heads over parallel tables, words are not divided between pages. (See pp. 208-209.)

14.38. In divide tables that are made up parallel, the heads and headnotes are set over parallel tables; the heads but not the headnotes repeat on each succeeding page; the word *Continued* is used.

14.39. Punctuation is omitted after centerheads. Flush entries and subentries over subordinate items are followed by a colon (single subentry to run in, preserving the colon), but a dash is used instead of a colon when the entry reads into the matter below. (See also rules 14.132-14.133, p. 196.)

14.40. In reading columns if centerhead clears reading matter below at least an em and there are leaders, no space is used under the head; if there are no leaders below and centerhead clears at least an em, the quadline is omitted; if it clears less than an em, a full quadline is used. (See also rule 14.41.) However, if an overrun, dashline, etc., in another column, or in the same column, creates a blank space above the head, the extra quadline is not added.

25	Miscellaneous powerplant equipment.....	245,040.37
26	Roads, railroads, and bridges.....	275,900.34
	Total.....	520,940.71
TRANSMISSION PLANT		
42	Structures and improvements.....	26,253.53
43	Station equipment.....	966,164.41
	Total.....	992,417.94
GENERAL PLANT		
	General plant:	
	Norris.....	753,248.97
	Other.....	15,335.81
	Total.....	768,584.78
	Grand total.....	2,281,943.43

14.41. Units of quantity and years used as heads in reading and figure columns are set in italic with a quadline above and no space below. If an overrun, etc., in another column creates a blank space above the head, the extra quadline is not added. (See also rule 14.66, p. 191.)

<i>1941</i>			<i>1942—Con.</i>			<i>1942—Con.</i>		
Oct. 1.....	35.6	15	Jan. 16.....	45.2	15	May 8.....	46.5	15
Oct. 31.....	45.0	15	Feb. 4.....	50.2	15	May 22.....	45.1	18
Nov. 14.....	40.9	18	Feb. 17.....	43.4	15	June 9.....	47.1	14
Dec. 24.....	41.7	15	Mar. 4.....	45.6	15	June 24.....	48.2	16
			Mar. 19.....	42.7	15	July 9.....	46.6	17
<i>1942</i>			Apr. 2.....	40.9	15	July 24.....	45.9	16
Jan. 3.....	43.9	15	Apr. 28.....	47.7	13	Aug. 6.....	46.5	16

14.42. Where the logical construction of a table requires, it is permissible to insert subheads between page-width cross rules within the table to indicate class groups to which the data refer. The box-head and units of quantity are not repeated.

C-302	{Chehalis silty clay loam.}	1	{PK.....	2.58	9.13	1.62	0.255	2.21	0.95
			{PKCa.....	2.45	8.78	1.24	.257	2.30	.95
			{NPKCa.....	2.54	10.08	.95	.240	2.07	.89
SOILS DERIVED FROM ORGANIC MATERIAL									
C-303	Peat.....	1	{Check.....	3.31	7.77	1.41	0.268	1.14	0.55
			{P.....	3.14	6.66	1.42	.358	.83	.73
			{PK.....	3.92	7.25	1.49	.310	1.78	.59
			{PKCa.....	3.84	8.44	1.40	.289	1.83	.64

Ciphers

14.43. Where the first number in a column or under a cross rule is wholly a decimal, a cipher is added at the left of its decimal point. A cipher used alone in a money or other decimal column is placed in the unit row and is not followed by a period. In mixed units the cipher is repeated before each decimal unless the group is totaled.

January.....	+26.4	0	0	0	0	0	+0.7	27.1+	+40.4
February.....	+66.7	0	0	0	0	0	-.9	65.8+	+98.1
March.....	+143.1	+2.6	-7.5	0	0	0	+12.4	150.6	+224.1
April.....	+168.4	+6.9	-19.1	-1.1	+1.7	+4.4	+33.0	194.2+	+289.5

14.44. In columns containing both dollars and cents, ciphers will be supplied on right of decimal point in the absence of figures.

14.45. Where column consists of single decimal, supply cipher on right.

0. 6
0
3. 0
4. 2
5. 0

14.46. Where column has mixed decimals of two or more places, do not supply ciphers but follow copy (see table, p. 252).

0. 22453
1. 263
4
2. 60
3. 4567
5. 3
7
78
12. 6

114. 44423

14.47. Copy is followed in the use of the word *None* or a cipher to indicate *None* in figure columns. If neither one appears in the copy, leaders are inserted.

14.48. In columns of figures under the heading £ s. d., if a whole number of pounds is given, one cipher is supplied under s. and one under d.; if only shillings are given, one cipher is supplied under d.

14.49. In columns of figures under Ft. In., if only feet are given, supply cipher under In.; if only inches are given, clear under Ft.; if ciphers are used for *None*, place one cipher under both Ft. and In.

14.50. In any column containing sums of money, the period and ciphers are omitted if the column consists entirely of whole dollars.

Continued heads

14.51. In continued lines an em dash is used between the head and the word *Continued*. The abbreviation *Con.* is used only to avoid an overrun. If the head is in small caps, the term *continued* or *con.* is not capitalized.

14.52. In all heads (including tabular) set in caps, caps and small caps, or italic, the word *Continued* is set in roman cap and lowercase; in a heading set in boldface caps or lowercase, the word *Continued* is set in cap and lowercase of the same font as the head. No period is carried after a continued line.

14.53. Continued heads over tables are to be condensed into one line if possible. Notes above tables are not repeated unless necessary to make the table clear; but footnote references are repeated in box-heads and in continued lines unless special instructions are given not to do so.

Dashes or rules

14.54. Dashes or rules are not carried in reading, date columns, or columns consisting of serial or tracing numbers, but are carried through all figure columns.

14.55. Parallel dashes are used to cut off figures from other figures below that are added or subtracted; also generally above a grand total. (For examples, see rules 14.40, p. 188; 14.84, p. 192; 14.136, p. 197; 14.152, p. 199; 14.169, p. 203.)

14.56. Rules may be used in place of dashes in a crowded table.

Date columns

14.57. There are two kinds of standard date columns: (1) Each item contains month and day, and (2) each item is made up of month, day, and year.

14.58. In 6-point tables, standard date columns with month and day are cast $4\frac{1}{2}$ ems for outside and 5 ems for inside columns; with month, day, and year, 7 and $7\frac{1}{2}$ ems, respectively.

14.59. Standard date columns with month and day in 8- and 10-point tables are cast 4 ems for outside and $4\frac{1}{2}$ ems for inside columns; with month, day, and year, $6\frac{1}{2}$ and 7 ems, respectively.

14.60. The figures are alined on the right, and extra space, if any, is inserted between the month and day. An en comma is used between the day and the year.

Black River, N.Y.-----	Flood Control Act, June 22, 1936.	Oct. 7, 1941	House, 405, 77th Cong., 1st sess.	Favorable.
Do-----	Flood Control Act, July 30, 1937.	July 23, 1941	House, 326, 77th Cong., 1st sess.	Do.
Cayuga Creek, N.Y.-----	do-----	do-----	do-----	Do.
Cazenovia Creek, Erie County, N.Y.	Flood Control Com- mittee resolution, Apr. 23, 1942.	do. ²		
Chagrin River and tribu- taries, Ohio.	Flood Control Act, June 28, 1938.	-----	-----	Unfavorable.

14.61. Military-style date columns will be set as standard date columns, with 6-unit space between day and month and remaining space between month and year. No punctuation will be used.

21 Jan 21
5 Jun 42
12 Jul 43
30 Sep 44

14.62. In 6-, 8-, and 10-point tables, military-style date columns are $5\frac{1}{2}$ ems wide for outside columns and 6 ems for inside columns.

14.63. In a standard date column of $4\frac{1}{2}$ ems or less that is the first column of a table, the month is cleared instead of being repeated or indicated by *do*.

Jan. 22	To the Minister in Liberia (tel.)-----	115
30	From the Minister in Liberia (tel.)-----	116
Feb. 5	To the Minister in Liberia (tel.)-----	117
7	From the Minister in Liberia (tel.)-----	117

14.64. A standard date column is not considered a reading column, and no period is used after the date if the column is the last one of the table; however, a column consisting entirely of dates but not a standard date column is considered a reading column.

14.65. In a standard date column, footnote references are placed at right against rule, with 3 units justified on such references (see table, pp. 206-207); but in a standard date column that is the last column of a table, footnote references are placed on left with 3 units justified on character following the references.

14.66. If the year is centered as a head in a standard date column, it is set in italic with a full quadline above but no space below. (See rule 14.41, p. 188.)

14.67. In columns consisting entirely of single or double years, figures are centered in columns without leaders.

1898 ¹
1898
1899-1900 ²
1901-2

Ditto

(See also "Units of quantity," rule 14.172, p. 204.)

14.68. The abbreviation *do.* is used in reading and date columns only, lowercased and preceded by leaders when figures or text is used in preceding column.

14.69. Capitalize *do.* in first and last columns.

14.70. Tracing columns are counted as the first and last columns of table.

14.71. All *do.*'s should be uniform throughout column; if any one is lowercased, all in the column should be lowercased and preceded by leaders. (For examples, see rules 14.60, p. 190; 14.171, p. 204; table, pp. 206-207.)

14.72. In mixed columns made up of figure and reading-matter items, *do.* is used only under the latter items.

14.73. *Do.* is not used—

- (1) In a figure or symbol column;
- (2) In the first line under a centerhead in the column in which the centerhead occurs;
- (3) Under a line of leaders, a dashline, or a rule;
- (4) Under an item italicized or set in boldface type for a specific reason (italic or boldface *do.* is never used; item is repeated);
- (5) Under an item consisting wholly of figures or combination of letters and figures;
- (6) In a reading column containing only *Yes* and *No*;
- (7) Under an abbreviated unit of quantity or other abbreviations;
- (8) Under a braced group; and
- (9) Under words of three letters or less.

14.74. *Do.* is used, however, under a blank space and under the word *None* in a reading column.

14.75. *Do.* does not apply to a reference mark on the preceding item. The reference mark, if needed, is added to *do.* (See rule 14.60, p. 190; table, pp. 206-207.)

14.76. Leaders are not used before *Do.* in the first column or before or after *Do.* in the last column.

14.77. In a first column 6 ems or less in width, a 1-em quad is used before *Do.*; in all other columns 6 ems or less in width, 1½ ems of

leaders are used, except in a last column, in which quads are used in place of leaders. Bearoff is included.

14.78. In a first column more than 6 ems in width, 2 ems of quads are used before *Do.*; in all other columns more than 6 ems in width, 2½ ems of leaders are used, except in a last column, in which quads are used in place of leaders; bearoff is included. If the preceding line is indented, the indentation of *do.* is increased accordingly.

14.79. *Do.* under an indented item in an inside reading column, with or without matter in preceding column, is preceded by 2 ems of leaders, which are indented to aline with item above.

14.80. *Do.*, followed by 2 ems of leaders, is used under a unit of quantity in a stub if the unit is spelled; if the unit is abbreviated, the abbreviation is repeated. (For example, see rule 14.171, p. 204.)

14.81. When so prepared, opening quotes may be used instead of the abbreviation *do.*

Divide tables. (See "Parallel and divide tables," p. 198.)

Dollar mark

14.82. The dollar mark or any other money symbol is placed close to the figure; it is used only at the head of the table and under cross rules when the same unit of value applies to the entire column.

14.83. In columns containing mixed amounts (as money, tons, gallons, etc.), the dollar mark, pound mark, peso mark, or other symbol, as required, is repeated before each sum of money.

14.84. If several sums of money are grouped together, they are separated from the nonmoney group by a parallel dash, and the symbol is placed on the first figure of the separated group only.

	1958	1957
Water supply available.....gallons ¹	4, 000, 000	3, 000, 000
Wheat production.....bushels ¹	9, 000, 000	8, 000, 000
Operations:		
Water-dispatching operations.....	\$442, 496	\$396, 800
Malaria control.....	571, 040	426, 600
Plant protection.....	134, 971	58, 320
Total.....	1, 148, 507	881, 720
Number of plants.....	642	525
Percent of budget.....	96.8	78.8

¹ When such designations are used in a unit column, they must be in the singular form.

[2 leads]

NOTE.—Preliminary figures.

[2 leads]

Source: U.S. Department of Commerce, Bureau of the Census.

14.85. In a double money column, dollar marks are used in the first group of figures only; en dashes or words are alined. (See also rule 14.155, p. 199.)

\$7-	\$9	\$15	\$10 to \$12
10-	12	\$16- 18	14 to 20
314-	316		
1, 014-	1, 016		

14.86. Dollar mark is omitted from a first item consisting of a cipher.

0	but	\$0. 12
\$300		13. 43
500		15. 07
700		23. 18

14.94. Plus or minus signs at the left of figures are placed close to the figures regardless of alinement; plus and minus signs at the right of figures are placed against the rule and are cleared. (For example, see rule 14.43, p. 189.)

14.95. Words and Roman numerals in figure columns are alined on the right with the figures, without period.

Median value of livestock.....		\$224	\$62	
Median value of machinery.....		\$54	Small	
Median value of furniture.....		\$211	\$100	
Possessing automobiles.....	percent.	25	17	
Median age.....	years			5.5
Median value.....				\$144
Fraternal membership:				
Men.....			IV	486
Women.....				None

14.96. For symbols and letters in columns, see rules 14.160-14.161, page 200.

14.97. Figures (including decimal and common fractions) expressing mixed units of quantity (feet, dollars, etc.) and figures in parentheses are alined on the right.

14.98. Decimal points are alined except in columns containing numbers that refer to mixed units (such as pounds, dollars, and percentage) and have irregular decimals.

14.99. Copy preparers should indicate at top of each folio the clear necessary for decimals; indicated clear does not include bearoff.

14.100. In a table that is doubled up, the maker-up should transpose unnecessary clearance space so that all columns will have the proper bearoff. (For examples, see rules 14.88-14.89, p. 193.)

Footnotes and references

14.101. Footnotes to tables are numbered independently from footnotes to text.

14.102. Superior figures are used for footnote references, beginning with 1 in each table.

14.103. If figures might lead to ambiguity (for example, in connection with a chemical formula), asterisks, daggers, or italic superior letters, etc., may be used.

14.104. When an item carries several reference marks, the superior-figure reference precedes an asterisk, dagger, or similar character used for reference. (See rule 16.15, p. 218.) These, in the same sequence, precede mathematical signs. A thin space is not used to bear off an asterisk, dagger, or similar character.

14.105. If a reference is repeated on another page, it should carry the original footnote; but, to prevent repetition, especially of a long note, it may carry instead, as a cross-reference, the words "See footnote 1 [or 2, 3, etc.], p. —."

14.106. Footnote references are repeated in boxheads or in continued lines over tables unless special orders are given not to do so.

14.107. References to footnotes are numbered consecutively across the page from left to right, and across both pages in a parallel table. (For examples, see pp. 206-209.)

14.108. Footnotes to a parallel table begin on the even page unless there are no references on that page. With references on each page, footnotes are made up in approximately equal depth on both pages.

14.109. In a divide table, references to footnotes are numbered consecutively across and down the first part of the divide, then similarly in the second part.

14.110. Footnote references are placed at the right in reading columns, symbol columns, and date columns, and at the left in figure columns (also at the left of such words as *None* in figure columns), and are borne off. However, if a date column is the last column, the references are placed at the left. (See also rule 14.65, p. 191; table, pp. 206-207.)

14.111. Two or more footnote references occurring together are separated by spaces, not commas. (For example, see rule 14.171, p. 204.)

14.112. In a figure or date column, a footnote reference standing alone is set in parentheses and centered. In a reading column, it is set at the left in parentheses and is followed by leaders, but in the last column it is followed by a period and quads, as if it were a word. In a symbol column it is set at left and cleared.

14.113. Numbered footnotes are placed immediately beneath the table. However, if a sign or letter reference in the heading of a table is to be followed, it is not changed to become the first numbered reference mark, and the footnote to it precedes all other footnotes. If the table runs over more than one page, the appropriate footnotes go with each page.

14.114. For better makeup or other reason, all footnotes may be placed at the end of a table making more than one page. It is then necessary to supply at the bottom of each page "See footnotes at end of table, p. —."

14.115. If the footnotes to both table and text fall together at the bottom of a page, the footnotes to the table are placed above the footnotes to the text, and the two groups are separated by a 50-point rule flush on left; but if there are footnotes to the text and none to the table, the 50-point rule is omitted.

14.116. Footnotes to cut-in and indented tables and tables in rules are set in full measure, except when footnotes are short, they can be set in 1 em under indented table (see p. 201).

14.117. Footnotes are set as paragraphs, but two or more short footnotes may be combined by the maker-up in one line, with the blank spaces equalized, provided the spaces are not less than 2 ems. (See rule 2.106, p. 16.)

14.118. In a series of short footnotes, the reference numbers are alined on the right.

14.119. Footnotes in measures 30 picas or wider are set doubled up.

14.120. The footnotes and notes to tables are set solid if the table is solid and leaded if the table is leaded.

14.121. Footnotes and notes to tables are usually set in type 2 points smaller than the table, but not smaller than 6 point.

14.122. Footnotes to tables follow tabular style in the use of abbreviations, figures, etc.

14.123. In footnotes, numbers are expressed in figures, even at the beginning of a note or sentence. (For fractions, see rule 14.129, p. 196.)

14.124. If a footnote consists entirely or partly of a table or leader-work, the table is indented 3 ems on left. It should always be preceded by introductory matter carrying the reference number; if necessary, copy preparer should add an introductory line, such as "1 See the following table:".

14.125. An explanatory paragraph without specific reference but belonging to the table rather than to the text follows the footnotes, if any, and is separated from them or from the table by 2 leads.

Fractions

14.126. Piece and em fractions are set flush to the rule on the right. Whole numbers clear the fractions throughout the columns except in columns containing numbers indicating mixed units (such as pounds, dollars, and percentages), which are alined on the right.

14.127. Where fractions of different length occur in the same column, the longest is set flush to the rule on the right and the others are set to aline with it on the left. Copy preparers should indicate at top of each column the clear necessary for fractions.

Total length.....	40¾	41	0.42	43	44	0.455	46	47	48	½ inch.
Sleeve length.....	10⅝	10	10	10	11	11	11	11	11	1 inch.
Armhole length.....	8⅞	8½	9	9½	9½	10	10½	10½	11	Do.
Sleeve cuff length (if cuff is used).....	5½	5½	5½	5½	5½	5½	5½	5½	5½	Maximum.
Neck opening.....	26½	26	27½	28	28	29	30	30	31	2 inches.
Waist:										
7, 8, 9, 10 cut.....	23½	24	25½	27½	28	29½	31	32	33½	6 percent.
11, 12, 14 cut.....	22½	23½	25	26½	27½	29	30½	31½	33	Do.

14.128. In a table that is continued or doubled up, the maker-up should transpose unnecessary clearance space so that all columns will have the proper bearoff. (See examples, rules 14.88–14.89, p. 193.)

14.129. Fractions standing alone are expressed in figures, even at the beginning of a line, but not at the beginning of a footnote.

Headnotes

14.130. Headnotes should be set in lowercase, 2 points smaller than the table but not smaller than 6 point, bracketed, and period omitted at end, even if the last statement is a complete sentence; but periods should not be omitted internally if required by sentence structure.

14.131. Headnotes are not repeated with continued heads unless necessary to make table clear. (See rule 14.152, p. 199.)

Indentions and overruns

Subentries

14.132. The indention of subentries is determined by the width of the stub or reading column. Subentries in columns more than 15 ems wide are indented in 2-em units; in columns 15 ems or less, with short entry lines and few overruns, 2-em indentions are also used. All overruns are indented 1 em more.

14.133. Subentries in columns of 15 ems or less are indented in 1-em units. Overruns are indented 1 em if there is no conflict, but are indented 2 ems to avoid conflict with following subentry. (See example, p. 197.)

Total, mean, and average lines

14.134. All total (also mean and average) lines are indented 3 ems. In very narrow stub columns, total lines may be reduced to 1- or 2-em indention, depending on length of line.

14.135. Where overrun of item above conflicts, the total line is indented 1 em more. Runovers of total lines are also 1 em more.

14.136. It is not necessary to maintain uniform indention of the word *Total* throughout the same table. The word *Total* is supplied when not in copy.

Wide stub column—subentries 2 ems				Total, all banks	National banks	Non-national banks	Building associations
ASSETS							
Loans and discounts:							
□□ Loans to banks.....				\$74, 518	\$1, 267, 493	\$947, 289	\$135, 619
Commercial and industrial loans.....				2, 753, 456	450, 916	211, 597	18, 949
□□□ Total (total lines generally indent 3 ems).....				2, 827, 974	1, 718, 409	1, 158, 886	154, 568
Real estate loans:							
□□ Secured by farmland.....				12, 532	29, 854	186, 223	19, 044
Secured by residential property other than rural and							
□□ farm.....				1, 011, 856	167, 765	1, 554, 084	3, 172, 837
□□□ Total (indent 1 em more to avoid conflict with line							
□□□□ above).....				1, 024, 388	194, 619	1, 740, 312	3, 191, 881
Securities:							
□□ U. S. Government obligations:							
□□□ Direct obligations:							
□□□□ U. S. savings bonds.....				1, 149, 764	3, 285, 721	2, 361, 796	23, 506
Nonmarketable bonds (including investment							
□□□□□ series A-1965).....				242, 500	490, 677	732, 689	167, 735
□□□□□ Total (indent 1 em more than runover							
□□□□□□ above).....				1, 392, 264	3, 776, 398	3, 094, 485	191, 241
Narrow stub column—subentries 1 em		Demand deposits	Time deposits	Other obligations			
LIABILITIES							
Domestic obligations:							
□ Notes payable locally.....		\$42, 381	\$131, 364	\$272, 615	92, 163	181, 235	346, 821
Obligations to States.....		135, 632	86, 429	183, 478	185, 421	37, 463	157, 980
□□ Total (indent 2 ems).....		178, 013	217, 793	456, 093	277, 584	218, 698	504, 801
Demand deposits (if							
□□ line runs over, indent 1 em more):							
□ U. S. Government obligations.....		2, 219, 787	1, 542, 192	3, 271, 486	1, 563, 315	1, 362, 419	997, 273
States and political							
□□ subdivisions:							
□ Obligations of for-							
□□ eign countries.....		621, 462	443, 618	321, 273	871, 516	973, 527	824, 619
□□ Time deposits.....		1, 796, 821	567, 392	986, 125	225, 381	446, 913	453, 316
□□□ Total (aline as be-							
□□□ low).....		4, 638, 070	2, 553, 202	4, 578, 884	2, 660, 212	2, 782, 859	2, 277, 208
Total, all sources.....		4, 816, 083	2, 770, 995	5, 034, 977	8, 182, 422	8, 690, 983	8, 314, 460
							6, 988, 247

Italic

14.137. Names of vessels and aircraft (except in reading columns consisting entirely of such names), titles of legal cases (except *v.* for *versus*), and certain scientific terms are set in italic. The word "Total" and headings in the column do not affect the application of this rule.

14.138. Set "See" and "see also" in roman. (See rule 16.22, p. 218.)

Leaders

14.139. Leaders run across the entire table except that they are omitted from a last reading column or a first or last date column. (For example, see rule 14.60, p. 190; table, pp. 206-207.)

14.140. If there is only one reading column in a table, leader from bottom line of an overrun, but when several items are listed on one item in stub, without brace and cleared, leader from top line.

14.141. If there is more than one reading column, leader from top line, and the overrun ends with a period. (For example, see rule 14.60, p. 190; table, pp. 206-207.)

14.142. A standard date column is not regarded as a reading column.

14.143. In parallel tables and in tables with tracing figures on left and right of page, leader from top line. (See example, pp. 206-207.)

Letterspaced words

14.144. To avoid letterspacing of lines, reading columns 18 ems or less are to be set ragged on right, with uniform 3-em spacing between words throughout. Lines are to be set as full as possible, in conformity with proper word division. Justify line if within 1 em of measure to make a full line. (See also rules 14.23-14.25, p. 184.)

In columns over 18 ems in width, words in a line are letterspaced if more than 1½ ems would be required between words. All of a short word is letterspaced rather than only part of a long one.

769	Columbus, Ohio (VOR), black skeleton tower, small white house, black base.	Columbus, Ohio (VOR), black skeleton tower, small white house, black base. Columbus, Ohio (VOR), black skeleton tower, small white house, black base.	Columbus, Ohio (VOR), black skeleton tower, small white house, black base. Columbus, Ohio (VOR), black skeleton tower, small white house, black base.
770	-----do-----	-----do-----	Columbus, Ohio (VOR), black skeleton tower, small white house, black base.
	← 10 ems →	← 18 ems →	← over 18 ems—set full →

Numerals in tables

14.145. Figures, ordinals, and fractions are used in all parts of a table, except fractions which will be spelled out at the beginning of a footnote. (See also rules 14.123, p. 195; 14.129, p. 196; 14.156, p. 199.)

Overruns. (See "Indentions and overruns," p. 196.)

Parallel and divide tables

Parallel tables. (For examples, see pp. 208-209.)

14.146. Parallel tables are set in pairs of pages, beginning on a left-hand page and running across to facing right-hand page; leader from top line.

14.147. Heads and headnotes center across the pair of pages, with 2-em hanging indention for 3 or more lines when combined measure exceeds 30 picas in width. Two-line heads are set across the pair of pages. A single-line head or headnote is divided evenly, each part set flush right and left, respectively. Words are not divided between pages.

14.148. Boxheads are set as described on pages 184-187. Boxheads and horizontal rules aline across both pages.

14.149. Boxheads are not divided but are repeated, with *Continued* added.

14.150. Vertical rules are used on the right of even pages and on the left of odd pages.

14.151. Tracing figures are carried through from the outside columns of both pages and are set to "leader from the top line."

Divide tables

14.152. In divide tables that are made up parallel, with stub column repeated, the head but not the headnote repeats on each succeeding page, with *Continued* added.

TABLE 1.—Data available in Source Book of Statistics of Income from corporation returns for the years 1965-66

[Excludes consolidated returns of inactive corporations]

Division and State	All industries	Agriculture, forestry, and fishery ¹	Mining	Construction	Manufacturing	Transportation, communication, and other public utilities	Wholesale and retail trade
United States.....	34,627,905	7,988,243	902,061	2,032,023	8,250,690	2,768,267	5,509,228
New England.....	328,287	54,315	841	20,801	118,074	22,664	50,112
Maine.....	204,215	38,756	533	11,906	68,160	15,062	31,473
New Hampshire.....	124,072	15,559	308	8,895	49,914	7,602	18,639
Middle Atlantic.....	7,059,570	442,137	235,385	453,940	2,210,034	700,217	1,329,225
New York.....	3,521,163	206,354	8,614	235,763	968,453	363,343	739,295

TABLE 1.—Data available in Source Book of Statistics of Income from corporation returns for the years 1965-66—Continued

[Headnotes are not repeated with continued headings unless necessary to make table clear]

Division and State	Finance, insurance, and real estate	Business and repair service	Personal service	Amusement, recreation, and related services	Professional and related services	Government	Industry not reported
United States.....	1,013,297	789,377	1,133,585	316,063	1,472,453	1,414,069	450,570
New England.....	5,900	9,369	10,973	2,310	13,815	13,735	6,376
Maine.....	3,586	5,179	6,504	1,457	8,253	9,295	4,029
New Hampshire.....	2,314	3,170	4,469	853	5,562	4,440	2,347
Middle Atlantic.....	341,574	183,586	290,986	14,541	374,017	309,017	123,832
New York.....	216,106	101,091	172,664	47,231	212,765	182,687	65,807

14.153. Tables with tracing figures or stub, or both, repeating on the left of odd pages, are divide tables and not parallel tables. Over such tables the heads are repeated, with *Continued* added. Outside vertical rules are not used.

Reading columns

14.154. Figures or combinations of figures and letters used to form a reading column aline on left and are followed by leaders. *Do.* is not used under such items.

14.155. The en dash is not to be used for *to* in a reading column; if both occur, change to *to* throughout.

14.156. Cut-in items following a colon are indented 2 ems in addition to the en quad used for bearoff.

14.157. Run in single entry under colon line; retain the colon.

14.158. The last word in a leader line must be followed by at least an en leader.

14.159. Numerical terms, including numbered streets, avenues, etc., are expressed in figures, even at the beginning of an item. (See also rule 10.16, p. 155, and rules 11.9-11.11, pp. 171-172.)

Symbol columns

14.160. A column consisting entirely of letters, letters and figures, symbols, or signs, or any combination of these, is called a symbol column. It should be set flush left and cleared and treated as a figure column for alinement. No closing period is used. Blank lines in a last column are cleared. *Do.* is not used in a symbol or figure column.

Symbol	Typical commercial designation	Army product symbol	Filing order symbol	General description	Specification symbol
GM(2)	Gasoline and diesel engine oil, SAE10 and SAE10W grades.	OR10	A	Fuel, grease, chassis, or soap base.	G. & D.
CG	Ball and roller bearing grease.....	41-X-59	N	Extreme pressure.....	BR
CW ¹	Wheel-bearing grease.....	OE20 ²	X	do.....	WBG ³
G090	Grease not typified.....			Further tests being conducted.	
	Universal gear lubricant.....	S. & T.	B	Water-pump grease.....	80D
	(Stub or reading column)			(Reading column)	

14.161. Columns composed of both symbols and figures are treated as figure columns and are set flush on right. In case of blank lines in a last column, leaders will be used as in figure columns.

Symbol or catalog No.	Typical commercial designation	Symbol or product No.	Symbol or filing order symbol	General description	Symbol or specification No.
WBD	Chassis grease, cup grease, under pressure.	961	A	Especially adapted to very cold climates.	1359
14L88	Water-pump bearing grease.....	SWA	352	Under moderate pressure.....	
5190	Exposed gear chain lubricant.....	12L	N	High-speed use.....	AE10
	E.P. hypoid lubricant.....	863	X	For experimental use only.....	NXL
376	Special grade for marine use.....		468	Free flowing in any weather.....	749
	(Stub or reading column)			(Reading column)	

Tables in rules

14.162. In tables (in rules or with rules) consisting entirely of figure columns, including fractions, figures are centered in each column and alined on right. Leader and dash lines are borne off 1 em from each side. In narrow columns, figures, leaders, and dashes are borne off an en space. First and last columns must always bear off a full em quad from outside rules.

The following statistics cover the average cost per head for the State after taxes in 1960

	Cattle and calves	Hogs	Sheep
Manager's salary ¹	\$0.0409	\$0.0259	\$0.0054
Yarding expenses.....	.1231	.0536	.0182
Office expenses.....	.0981	.0622	.0131
□ Administrative and general expense ²0973	.0617	.0129
Total unit costs.....	□ .3594 □	□ .2034 □	□ .0496 □
Number of head.....	110,305	91,330	108,221

¹ Manager's salary will be higher after Jan. 1, 1961.

² Administrative and general expenses which involve the construction of all necessary new buildings.

Statistical tables of performance and results—Bureau of School Medical Inspection
SCHOOL ENROLLMENT

	1946-47	1945-46	1944-45	1943-44	1942-43
□ Enrollment, October:					
White.....	63,360	61,825	62,118	63,965	52,693
Colored.....	41,355	39,532	38,786	37,462	35,400
Total.....	# 104,715	# 101,357	# 100,904	# 101,427	# 88,093
Number medical inspections during 1 year:					
White.....	19	19	19	19	19
Colored.....	10	10	10	10	10
Total.....	29	29	29	29	29
Pupils per inspection:					
White.....	3,334	3,254	(1)	#-----#	4,086
Colored.....	4,135	3,953	3,879	3,746	-----

¹ Records incomplete for 1944-45.

TABLE 2.—Variation of motor method ratings with pressure ¹

Chamber pressure	Venturi diameter	Detonation meter giving the octane number and micrometer reading		Bouncing pin	
		Rating octane No.	Micrometer	Rating octane No.	Micrometer
FUEL 1					
<i>Inch Hg</i>	<i>Inch</i>		<i>Inch</i>		<i>Inch</i>
29.6	$\frac{3}{16}$	□ 70.1 □	0.510	69.4	0.527
29.6	$\frac{3}{16}$	70.8	.484	69.4	.509
29.0	$\frac{3}{16}$	70.0	.450	68.5	.479
28.0	$\frac{3}{16}$	69.2	.420	68.2	.449
27.0	$\frac{3}{16}$				
26.0	$\frac{3}{4}$	68.9	.506	69.3	.499
25.0	1	68.6	.462	68.9	.472
23.0	$\frac{3}{4}$	68.0	.391	68.2	.398
21.0	$\frac{3}{4}$	-----	-----	67.8	.314

¹ Variation to nearest thousandth.

14.163. In a table with one or more reading columns, including stub column, the text is borne off an en space from all inside rules, but first and last columns must be borne off an em quad from outside rules. Leader and dash lines in stub or reading columns are set without bearoff, as in regular tabular composition.

TABLE 1.—Fuels used in test program

No.	Fuel composition	Nominal octane number	
		Motor method	Research method
1	#60% X-6, 40% n-heptane.....	69.6	80.3
2	86% X-6, 14% n-heptane.....	-----	100.0
3	52% isooctane, 48% n-heptane, 2 ml TEL blend/gallon.....	75.6	74.7
4	74% isooctane, 26% n-heptane, 2 ml TEL blend/gallon.....	75.3	-----
5	80 octane number commercial gasoline: catalytic cracked, thermal cracked, and straight-run components without lead.....	60.8	60.9

TABLE 2.—*Nutrient solution in relation to pycnospora of M. melonis*

Medium	Germination	Description of germ tubes
<input type="checkbox"/> Modified Duggar's solution.....	<i>Percent</i> 45	Spores swollen only slightly; germ tubes <input type="checkbox"/> short and no branches.
2-percent orange extract in modified Duggar's solution.	73	Spores swollen moderately; germ tubes longer than above and occasionally branched.
2-percent orange extract in distilled water.	98	Spores swollen normally; germ tubes vigorous, long and profusely branched.

14.164. In half-measure, double-up table, the inside stub or reading column on right half of table is borne off an em quad from the parallel dividing rule.

TABLE 2.—*Varietal reactions of pea and bean to the Wisconsin pea stunt virus tested in 1950*¹

Bean variety	Plants inoculated	Plants diseased	Bean variety	Plants inoculated	Plants diseased
<input type="checkbox"/> Alaska.....	<i>Number</i> 29	<i>Number</i> 2	<input type="checkbox"/> Bountiful.....	<i>Number</i> 8	<i>Number</i> 7
Alderman.....	25	11	Dwarf Horticultural.....	13	1
Bonneville.....	19	6	Great Northern University of Illinois No. 1.....	3	5
Canner King.....	19	9	Idaho Refugee.....	3	3
Delwiche Commando University of Wisconsin No. 1.....	18	6	Michelite.....	5	12
Glacier.....	21	14	Pinto.....	17	6

¹ Tests made in Illinois and Wisconsin.

14.165. Matter in boxheads takes no extra bearoff.

14.166. Centerheads and headnotes are set the full measure of the job. Short footnotes are set the width of the table; but for good typographic appearance, long footnotes should be set the full measure of the job. (See rule 14.162, p. 200.)

Tables without rules

14.167. In tabular matter set without down rules, the same arrangement and bearoff for figures prevails as in ruled tables, except that leaders and dashlines also bear off an en space on both sides. Thus a full em space appears between columns. Unless otherwise specified, tables without rules are set in 6 or 8 point.

14.168. Column heads over figure columns in 6- or 8-point tables are set in 6-point italic, solid. These heads align on bottom across the table, with 1 lead separating head from table.

14.169. Horizontal cutoff dashes (or rules) used between a spread or upper level column heading carried over two or more lower level column headings are set continuous and without break, from left to right, between the two levels of such headings. An en-space bearoff on either side of the spread measure must be allowed to separate it from any adjacent columns not a part of the same group heading.

TABLE 9.—Changes in fixed assets and related allowances

	Fixed assets					
	Balance June 30, 1966 (table 9-a)	Investment		Operations		Balance June 30, 1966
		Current additions	Adjust- ments	Trans- fers	Retire- ments	
Supporting and general facilities:						
□□Transportation and utilities:						
□□Panama Railroad.....	\$12,123,197	\$306	-----	(\$539)	(\$284,358)	\$11,838,606
Motor Transportation Divi- sion.....	2,242,999	122,597	-----	2,143	(147,561)	2,220,178
Steamship line.....	13,653,989	10,247	-----	-----	-----	13,664,236
Power system.....	19,364,373	366,311	-----	(342)	(290,174)	19,440,168
Communication system.....	2,739,012	151,819	(\$113,261)	-----	(26,100)	2,751,470
Water system and hydro- electric facilities.....	10,590,820	104,039	-----	1,661	(48,920)	10,647,600
□□Total, transportation and utilities.....	60,714,390	755,319	(113,261)	2,923	(797,113)	60,562,258
□□Employee service and facilities:						
□□Commissary Division.....	7,012,701	105,952	(130,891)	21,777	(36,418)	6,973,121
Service centers.....	3,684,670	29,086	-----	530	(230,276)	3,484,010
Housing Division.....	35,729,465	(10,336)	-----	(485,548)	(937,916)	34,295,665
□□Total, employee service and facilities.....	46,426,836	124,702	(130,891)	(463,241)	(1,204,610)	44,752,796
□Grand total.....	107,141,226	880,021	(244,152)	(466,164)	(2,001,723)	105,315,054

14.170. More than one figure column, also illustrating use of dollar mark, dashline, bearoff, etc. (Note clearance in figure columns.)

For property purchased from—					
Central Pipeline Distributing Co.:					
Capital stock issued, recorded amount.....				\$75,000	
Undetermined consideration recorded.....				341	
Pan American Pipeline Co.: Recorded money outlay..				3,476	
M. J. Mitchell: Recorded money outlay.....				730	
R. Lacy, Inc., and Lynch Refining Co.:					
Recorded money outlay.....	□	\$157,000			
Note issued.....		100,000			
Subtotal.....			257,000		
Less value of oil in lines and salvaged con- struction material.....			26,555		
				230,445	
	□				\$309,992
For construction, improvements, and replacements, recorded money outlay.....					522
For construction work in progress, recorded money outlay.....					933,605
Total.....	□				1,244,119

Use:	Quantity (million cubic feet)	Value at point of consumption
Residential.....	34,842	□\$21,218,778
Commercial.....	14,404	5,257,468
Industrial:		
Field (drilling, pumping, etc.).....	□144,052	10,419,000
All other industrial:		
Fuel for petroleum refineries.....	96,702	
Other, including electric utility plants...	346,704	61,440,000
Total.....	636,704	98,335,246

General account:	Estimated		Change
	1953	1957	
Receipts.....	□\$64,800	□\$69,800	□+\$5,000
Expenditures.....	(70,300)	(67,100)	(-3,200)
Net improvement, 1957 over 1953.....			1,800
Deduct 1953 deficit.....			1,500
Net surplus, estimated for 1957.....			300

[In U.S.-dollar equivalent]

Balance with the Treasury Department July 1, 1954.....	□\$165,367,704.85
Receipts:	
Collections.....	□\$564,944,502.99
Return from agency accounts of currencies advanced for liquidation of obligations incurred prior to July 1, 1953.....	4,450,577.07
Total receipts.....	569,395,080.06
Total available.....	734,762,784.91

Total, mean, and average lines. (See rules 14.134-14.136, pp. 196-197.)

Units of quantity

14.171. Units of quantity in stub columns are set in lowercase in plural form and placed on the right, 1-em leader from the rule. If the item does not make a full line but is too long to permit the insertion of the unit of quantity, the line is quadded out and the unit of quantity is placed on the next line at the right, preceded by quads and followed by a 1-em leader. When units of quantity are used in a separate column, they will be in singular form.

Aluminum, molybdenum, titanium, ferromanganese, and other metals.....	(1 2)	(1 2)	179,177,116	2 32,700,000
Cement.....	2 6,853,796	2 9,866,102	2 8,251,038	2 11,687,089
Clay products (other than pottery, refractories)				
.....		4 6,883,109		4 5,820,000
Coke.....	4,468,437	2 25,526,646	5,080,403	2 29,519,871
Diatomite.....	(1)	(1)	(1)	(1)
Emerald.....	do	do	do	do
Feldspar (crude) 1/2.....	do	do	do	do
Ferroalloys.....	(1)	(1)	(1)	(1)
.....	183,465	2 18,388,766	259,303	2 30,719,756

Aluminum, molybdenum, titanium, ferromanganese, and other metals.....	Port of New York.....	(1 2)	179,177,116	2 32,700,000
Cement.....	do.....	2 9,866,102	2 8,251,038	2 11,687,089
Clay products (other than pottery, refractories).	Baltimore.....	4 6,883,109		4 5,820,000
.....	do.....	2 25,526,646	5,080,403	2 29,519,871
Diatomite.....	Richmond.....	(1)	(1)	(1)
Emerald.....	do.....	do	do	do
Feldspar (crude) 1/2.....	do.....	do	do	do
Ferroalloys.....	Norfolk.....	(1)	(1)	(1)
.....	do.....	2 18,388,766	259,303	2 30,719,756

14.172. *Do.* is used under a spelled unit of quantity in a stub and in an independent column consisting entirely of such units, but *do.* is never used under an abbreviated unit of quantity.

14.173. Over figure columns, units of quantity and other words used as headings, and the abbreviations *a.m.* and *p.m.*, if not included in the boxheads, are set in 6-point italic and are placed immediately above the figures, without periods other than abbreviating periods. Any well-known abbreviation will be used to save an overrun, but if one unit of quantity is abbreviated, all in the same table will be

abbreviated. If units change in a column, the new units are set in *italic*, with full quadline above and no space below. (See examples, pp. 206-207.)

14.174. Units of quantity and other words as headings over figure columns are used at the beginning of a table or at the head of a continued page or continued column in a double-up table.

Quoted tabular work

14.175. When a table is part of quoted matter, quotation marks will open on each centerhead on top of table, on first centered box-head, then on each footnote paragraph, and if table is end of quoted matter, quotation marks close at end of footnotes. If there are no footnotes and the table is the end of the quotation, quotation marks close at end of last item.

DEFINITION AND PARTS OF A TABLE

To define and describe fully all of the many parts, terms, and details which enter into tabular presentation is difficult to explain in a few words or to understand readily without an accompanying visual example. The example shown is directed at those concerned with the construction and makeup of tables, with guidelines identifying tabular terms and details. Many of the terms can be applied to any form of tabular matter.

TABLE 10.—Heading or headline

Stubhead	Column head	Spanner head 1			Standard date column head	Reading column head
		Runup over 12 ems deep 1	Runup column head 2 lines or less	Subspanner head		
[Headnote or bracket line]		Runup column head making more than 2 lines	Runup column head 12 ems or less	Runup column head		
CENTERHEAD	Millions of dollars	Tons	Num- bers	Thou- sands of pounds	Reading column, 5	Units of quantity over figure columns— Clear Field or body Leader line
1 Lead or caption line 2	3 900	191	246	1 987	Feb. 12, 1958 4	
2 Wheat and other grains	189	257	379	1 235	May 3, 1957	
3 Lumber and millwork	326	382	584	1 742	Dec. 31, 1957	
4 do.	573	176	129	1 963	..00.	
5 Total line...	1, 988	965	881	1, 338	6, 927	
CENTERHEAD					(5).	
6 Lead or caption line	1, 057	(5)	286	1, 891	July 19, 1958	
7 Mining equipment	321	156	112	3, 821	May 3, 1958	
8 do.	769					
9 (10)	258	387	596	342	June 15, 1958	
10 Total line...	2, 405	543	994	4, 129	8, 009	

The panel

Head rule—usually single

Boxhead

Boxhead cutoff rule—usually inferior dashes

Centerline in stub column

The line

Ditto or "do." line

Single dashline

Parallel dashline

Block or group

Total line

Quadline

Cutoff rule

Stub column

Figures bear off

Figures against

Reading column

Cutoff rule	Stub column	Figure columns	Figures against	Reading columns
Colon line	2 READING COLUMNS (Leader from top line)			
Subentry	Dairy products:			
Flush line	1 In cartons.....pounds..	380	3,264	Mar. 3, 1958
Runover indentation	2 In metal cans.....do....	462	5,783	Dec. 17, 1957
	3 Clay products.....barrels..	198	3,762	Do.
	4 (other than pottery, re- fractories).	621	4,111	1,926
	5 Ferrous alloys-short tons..	556	1,985	112,812
				Same reading column....

Foot or bottom rule	Tracer-figure (line number) column	Units of quantity in stub column—roman	Hairline rule	Turned rule	Parallel rule	Standard date column	Figure columns	
Cast	14.3		5	3	4	7½	6½	
	1 A short line.....boxes..	13,092	748	365	2,421	986	Jan. 6, 1958	2,163
	2 A long, crowded line..... thousands of tons..	5,692	345	721	2,679	3,542	Apr. 17, 1958	3,586
	3 A very long line that runs over.....crates..	386,591	475	582	13,563	12,297	June 6, 1958	17,364,298
								18,591,763
								12.12

If tracer-figure (line number) column is used on right, preceding column will carry lead-ers to adjacent rule

- 1 Reference number in boxheading.
- 2 Reference number followed by leaders in stub or inside reading column.
- 3 Reference number in figure column.
- 4 Reference number in date column.
- 5 Reference number in last or outside reading column.
- 6 Reference number following "do." in inside reading column.
- 7 Reference number following "Do." in last or outside reading column.
- 8 Reference number standing alone in last or outside reading column.
- 9 Reference number standing alone in figure column, enclosed in parentheses (9), and centered in column.
- 10 Reference number standing alone in inside reading column, enclosed in parentheses (10), and leaded out to rule on right.

Note—If no tracer-figure column is used on the left of table and the stub or reading column is set flush, "Do." will be capitalized and leaded out to rule on right.

Footnotes or reference lines

PARALLEL

CHART I.—Data available in the Source Book of Statistics

(For list of major and minor

NOTE.—Under each classification data are shown (1) in composite,

Fiscal year or month	Budget receipts and expenditures ¹			Trust account and other transactions, net receipts, or expenditures (-) ⁴	Clearing account ⁵
	Net receipts ²	Expenditures ³	Surplus, or deficit (-)		
1932.....	\$1,923,913,117	\$4,659,202,825	-\$2,735,289,708	"-\$5,178,050
1933.....	2,021,212,943	4,622,865,028	-2,601,652,085	-5,009,989
1934.....	3,064,267,912	6,693,899,854	-3,629,631,943	834,880,108

PARALLEL TABLE WITH

TABLE 6.—Corporation returns with balance sheets,¹ 1949, by total assets classes, no net income:² Number of returns, selected assets and liabilities, selected in cash and assets other than own stock; also, for returns with net income, the

[Total assets classes and money

		Major industrial groups				
		Finance, insurance, real estate, and lessors of real property in 1957			Services	
		Insurance carriers, agencies, and agents	Real estate, except lessors of real property other than buildings	Lessors of real property, except buildings	Total services	Hotels and other lodging places
		Insurance agents and brokers				
1	Number of returns ⁴	5,341	76,010	3,589	29,468	3,534
2	Receipts:					
3	Gross sales ⁷		23,089		1,314,378	437,633
3	Gross receipts from operations ⁸	349,983	1,065,196		5,823,484	714,254
4	Interest on Government obligations (less amortizable bond premium):					
5	Wholly taxable ⁹	373	8,631	4,084	4,075	1,194
5	Subject to surtax only ¹⁰	24	314	70	123	8
6	Wholly tax exempt ¹¹	17	621	117	652	12

TABLE

of Income from corporation returns for the years 1926-66

industrial groups, see chart II)

(2) for returns with net income, and (3) for returns with no net income

Public debt, net increase or decrease (-)	Cash balance in account of the Treasurer of the United States, net increase or decrease (-)	Amount, end of period				
		Cash balance in account of the Treasurer of the United States	Debt outstanding ⁶			
			Public debt ⁷	Guaranteed obligations ⁸	Total ⁹	Subject to limitation ¹⁰
\$2,685,720,952	-\$54,746,805	\$417,197,178	\$19,487,002,444	-----	\$19,487,002,444	(12)
3,051,670,116	445,008,042	862,205,221	22,538,672,560	-----	22,538,672,560	(12)
4,514,468,864	1,719,717,020	2,581,922,240	27,053,141,414	\$680,767,817	27,733,909,231	(12)

TRACING FIGURES

and by major industrial groups,² for returns with net income and returns with receipts, compiled net profit or net loss, net income or deficit, and dividends paid income tax

figures in thousands of dollars]

Major industrial groups—Continued								
Services—Continued							Nature of business not allocable	
Personal services	Business services	Automotive repair services and garages	Miscellaneous repair services, hand trades	Motion pictures	Amusement, except motion pictures	Other services, including schools		
⁵ 6,689	6,067	2,488	⁶ 1,190	3,558	2,822	3,070	902	1
312,555	181,732	113,906	88,304	72,602	51,215	56,431	57,971	2
865,090	1,699,119	167,940	113,000	1,480,924	431,053	462,104	17,938	3
259	734	126	24	1,041	358	339	41	4
11	69	1	3	7	6	18	15	5
¹² 34	40	1	-----	542	2	21	23	6

TABLE OF MONOTYPE MEASURES FOR MOST FREQUENTLY USED SET SIZES

[Lightface denotes flat measures—boldface denotes measures including squeeze]

Measure	6-Set	7-Set	8-Set	8½-Set	9-Set	10-Set	10½-Set	12-Set	
Picas Pts.	Ems and units	Ems and units	Ems and units	Ems and units	Ems and units	Ems and units	Ems and units	Ems and units	
1½	1	0.15	0.14	0.13	0.12	0.11	0.10	0.9	
1	2	1.13	1.9	1.7	1.6	1.4	1.3	1	
1½	3	2.10	2.4	2.2	2	1.14	1.13	1.9	
2	4	3.8	3	2.15	2.12	2.7	2.5	2	
2½	5	4.5	3.13	3.10	3.6	3	2.15	2.9	
3	6	5.3	4.9	4.4	4	3.11	3.8	3	
3½	7	6	5.4	4.7	4.12	4.4	4	3.9	
4	8	6.15	6	5.12	5.6	4.14	4.10	4	
4½	9	7.13	6.13	6.6	6	5.7	5.3	4.9	
5	10	8.10	7.9	7.1	6.12	6	5.13	5	
5½	11	9.8	9.9	8.4	8.5	7.6	7.7	6.11	6.12
6	12	10.5	10.6	9	9.1	8.8	8.9	8	8.1
6½	13	11.3	11.4	9.13	9.14	9.3	9.4	8.12	8.13
7	14	12	12.1	10.9	10.10	9.16	9.17	9.6	9.7
7½	15	12.15	12.16	11.4	11.5	10.11	10.12	10	10.1
8	16	13.13	13.14	12	12.1	11.5	11.6	10.12	10.13
8½	17	14.10	14.11	12.13	12.14	12	12.1	11.6	11.7
9	18	15.8	15.9	13.9	13.10	12.13	12.14	12	12.1
9½	19	16.5	16.6	14.4	14.5	13.7	13.8	12.12	12.13
10	20	17.3	17.4	15	15.1	14.2	14.3	13.6	13.7
10½	21	18	18.3	15.13	15.15	14.15	14.17	14	14.2
11	22	18.15	19	16.9	16.11	15.10	15.12	14.12	14.14
11½	23	19.13	19.16	17.4	17.6	16.4	16.6	15.6	15.8
12	24	20.10	20.13	18	18.2	16.17	17.1	16	16.2
12½	25	21.8	21.11	18.13	18.15	17.12	17.14	16.12	16.14
13	26	22.5	22.8	19.9	19.11	18.6	18.8	17.6	17.8
13½	27	23.3	23.6	20.4	20.6	19.1	19.3	18	18.2
14	28	24	24.3	21	21.2	19.14	19.16	18.12	18.14
14½	29	24.15	25	21.13	21.15	20.8	20.10	19.6	19.8
15	30	25.13	25.16	22.9	22.11	21.3	21.5	20	20.2
15½	31	26.10	26.13	23.4	23.6	21.16	22	20.12	20.14
16	32	27.8	27.11	24	24.2	22.11	22.13	21.6	21.8
16½	33	28.5	28.9	24.13	24.16	23.5	23.8	22	22.3
17	34	29.3	29.7	25.9	25.12	24	24.3	22.12	22.15
17½	35	30	30.4	26.4	26.7	24.13	24.16	23.6	23.9
18	36	30.15	31.1	27	27.3	25.7	25.10	24	24.3
18½	37	31.13	31.17	27.13	27.16	26.2	26.5	24.12	24.15
19	38	32.10	32.14	28.9	28.12	26.15	27	25.6	25.9
19½	39	33.8	33.12	29.4	29.7	27.9	27.12	26	26.3
20	40	34.5	34.9	30	30.3	28.4	28.7	26.12	26.15
20½	41	35.3	35.7	30.14	30.17	28.17	29.2	27.6	27.9
21	42	36	36.4	31.9	31.12	29.12	29.15	28	28.3
21½	43	36.15	37.1	32.4	32.7	30.6	30.9	28.12	28.15
22	44	37.13	37.17	33	33.3	31.1	31.4	29.6	29.9
22½	45	38.10	38.14	33.14	33.17	31.14	31.17	30	30.3
23	46	39.8	39.12	34.9	34.12	32.8	32.11	30.12	30.15
23½	47	40.5	40.9	35.4	35.7	33.3	33.6	31.6	31.9
24	48	41.3	41.7	36	36.3	33.16	34.1	32	32.3
24½	49	42	42.5	36.13	37	34.11	34.15	32.12	32.16
25	50	42.15	43.2	37.9	37.14	35.5	35.9	33.6	33.10
25½	51	43.13	44	38.4	38.9	36	36.4	34	34.4
26	52	44.10	44.15	39	39.5	36.13	36.17	34.12	34.16
26½	53	45.8	45.13	39.13	40	37.7	37.11	35.6	35.10
27	54	46.3	46.10	40.9	40.14	38.2	38.6	36.4	36.4
27½	55	47.3	47.8	41.4	41.9	38.15	39.1	36.12	36.16
28	56	48	48.5	42	42.5	39.9	39.13	37.6	37.10
28½	57	48.15	49.2	42.14	43.1	40.4	40.8	38	38.4
29	58	49.13	50	43.9	43.14	40.17	41.3	38.12	38.16
29½	59	50.10	50.15	44.4	44.9	41.12	41.16	39.6	39.10
30	60	51.8	51.13	45	45.5	42.6	42.10	40	40.4
30½	61	52.5	52.10	45.5	46	43.3	43.8	40.5	41
31	62	53.2	53.7	46	46.5	44	44.5	41	41.5
31½	63	54	54.5	46.5	47	44.5	45	41.5	42
32	64	54.5	55	47	47.5	45	45.5	42	42.5
32½	65	55	55.5	47.5	48	45.5	46	42.5	43
33	66	55.5	56	48	48.5	46	46.5	43	43.5
33½	67	56	56.5	48.5	49	46.5	47	43.5	44
34	68	56.5	57	49	49.5	47	47.5	44	44.5
34½	69	57	57.5	49.5	50	47.5	48	44.5	45
35	70	57.5	58	50	50.5	48	48.5	45	45.5
35½	71	58	58.5	50.5	51	48.5	49	45.5	46
36	72	58.5	59	51	51.5	49	49.5	46	46.5
36½	73	59	59.5	51.5	52	49.5	50	46.5	47
37	74	59.5	60	52	52.5	50	50.5	47	47.5
37½	75	60	60.5	52.5	53	50.5	51	47.5	48
38	76	60.5	61	53	53.5	51	51.5	48	48.5
38½	77	61	61.5	53.5	54	51.5	52	48.5	49
39	78	61.5	62	54	54.5	52	52.5	49	49.5
39½	79	62	62.5	54.5	55	52.5	53	49.5	50
40	80	62.5	63	55	55.5	53	53.5	50	50.5
40½	81	63	63.5	55.5	56	53.5	54	50.5	51
41	82	63.5	64	56	56.5	54	54.5	51	51.5
41½	83	64	64.5	56.5	57	54.5	55	51.5	52
42	84	64.5	65	57	57.5	55	55.5	52	52.5
42½	85	65	65.5	57.5	58	55.5	56	52.5	53
43	86	65.5	66	58	58.5	56	56.5	53	53.5
43½	87	66	66.5	58.5	59	56.5	57	53.5	54
44	88	66.5	67	59	59.5	57	57.5	54	54.5
44½	89	67	67.5	59.5	60	57.5	58	54.5	55
45	90	67.5	68	60	60.5	58	58.5	55	55.5
45½	91	68	68.5	60.5	61	58.5	59	55.5	56
46	92	68.5	69	61	61.5	59	59.5	56	56.5
46½	93	69	69.5	61.5	62	59.5	60	56.5	57
47	94	69.5	70	62	62.5	60	60.5	57	57.5
47½	95	70	70.5	62.5	63	60.5	61	57.5	58
48	96	70.5	71	63	63.5	61	61.5	58	58.5
48½	97	71	71.5	63.5	64	61.5	62	58.5	59
49	98	71.5	72	64	64.5	62	62.5	59	59.5
49½	99	72	72.5	64.5	65	62.5	63	59.5	60
50	100	72.5	73	65	65.5	63	63.5	60	60.5

TABLE OF MONOTYPE MEASURES FOR MOST FREQUENTLY USED SET SIZES—Continued

[Lightface denotes flat measures—boldface denotes measures including squeeze]

Measure	6-Set	7-Set	8-Set	8½-Set	9-Set	10-Set	10½-Set	12-Set
Picas	Ems and units	Ems and units	Ems and units	Ems and units	Ems and units	Ems and units	Ems and units	Ems and units
30½	61	52.5 52.10	45.13 46	43.1 43.5	40.12 40.16	36.11 36.15	34.15 35	30.9 30.12
31	62	53.3 53.8	46.9 46.14	43.14 44	41.6 41.10	37.4 37.8	35.8 35.11	31 31.3
31½	63	54 54.5	47.4 47.9	44.8 44.12	42 42.4	37.14 38	36 36.3	31.9 31.12
32	64	54.15 55.2	48 48.5	45.3 45.7	42.12 42.16	38.7 38.11	36.10 36.13	32 32.3
32½	65	55.13 56.1	48.13 49.1	45.16 46.4	43.6 43.11	39 39.5	37.2 37.6	32.9 32.13
33	66	56.10 56.16	49.9 49.15	46.11 46.17	44 44.5	39.11 39.16	37.13 37.17	33 33.4
33½	67	57.8 57.14	50.4 50.10	47.5 47.11	44.12 44.17	40.4 40.9	38.5 38.9	33.9 33.13
34	68	58.5 58.11	51 51.6	48 48.6	45.6 45.11	40.14 41.1	38.15 39.1	34 34.4
34½	69	59.3 59.9	51.13 52.1	48.13 49.1	46 46.5	41.7 41.12	39.7 39.11	34.9 34.13
35	70	60 60.6	52.9 52.15	49.7 49.13	46.12 46.17	42 42.5	40 40.4	35 35.4
35½	71	60.15 61.3	53.4 53.10	50.2 50.8	47.6 47.11	42.12 42.16	40.10 40.14	35.9 35.13
36	72	61.13 62.1	54 54.6	50.15 51.3	48 48.5	43.4 43.9	41.2 41.6	36 36.4
36½	73	62.10 62.16	54.13 55.1	51.9 51.15	48.12 48.17	43.14 44.1	41.13 41.17	36.9 36.13
37	74	63.8 63.14	55.9 55.15	52.4 52.10	49.6 49.11	44.7 44.12	42.5 42.9	37 37.4
37½	75	64.5 64.11	56.4 56.10	52.17 53.5	50 50.5	45 45.5	42.15 43.1	37.9 37.13
38	76	65.3 65.9	57 57.6	53.12 54	50.12 50.17	45.11 45.16	43.7 43.11	38 38.4
38½	77	66 66.6	57.13 58.1	54.6 54.12	51.6 51.11	46.4 46.9	44 44.4	38.9 38.13
39	78	66.15 67.3	58.9 58.15	55.1 55.7	52 52.5	46.14 47.1	44.10 44.14	39 39.4
39½	79	67.13 68.1	59.4 59.10	55.14 56.2	52.12 52.17	47.7 47.12	45.2 45.6	39.9 39.13
40	80	68.10 68.16	60 60.6	56.8 56.14	53.6 53.11	48 48.5	45.13 45.17	40 40.4
40½	81	69.8 69.16	60.13 61.2	57.3 57.10	54 54.6	48.11 48.16	46.5 46.10	40.9 40.14
41	82	70.5 70.13	61.9 61.16	57.16 58.5	54.12 55	49.4 49.9	46.15 47.2	41 41.5
41½	83	71.3 71.11	62.4 62.11	58.11 59	55.6 55.12	49.14 50.1	47.7 47.12	41.9 41.14
42	84	72 72.8	63 63.7	59.5 59.12	56 56.6	50.7 50.12	48 48.5	42 42.5
42½	85	72.15 73.5	63.13 64.2	60 60.7	56.12 57	51 51.5	48.10 48.15	42.9 42.14
43	86	73.13 74.3	64.9 64.16	60.13 61.2	57.6 57.12	51.11 51.16	49.2 49.7	43 43.5
43½	87	74.10 75	65.4 65.11	61.7 61.14	58 58.6	52.4 52.9	49.13 50.1	43.9 43.14
44	88	75.8 75.16	66 66.7	62.2 62.9	58.12 59	52.14 52.19	50.5 50.10	44 44.5
44½	89	76.5 76.13	66.13 67.2	62.15 63.4	59.6 59.12	53.7 53.12	50.15 51.2	44.9 44.14
45	90	77.3 77.11	67.9 67.16	63.9 63.16	60 60.6	54 54.5	51.7 51.12	45 45.5
45½	91	78 78.5	68.4 68.11	64.4 64.11	60.12 61	54.11 54.16	52 52.5	45.9 45.14
46	92	78.15 79.5	69 69.7	64.17 65.6	61.6 61.12	55.4 55.9	52.10 52.15	46 46.5
46½	93	79.13 80.3	69.13 70.2	65.12 66.1	62 62.6	55.14 56.1	53.2 53.7	46.9 47.14
47	94	80.10 81	70.9 70.16	66.6 66.13	62.12 63	56.7 56.12	53.13 54	47 47.5
47½	95	81.8 81.16	71.4 71.11	67.1 67.8	63.6 63.12	57 57.5	54.5 54.10	47.9 47.14
48	96	82.5 82.13	72 72.7	67.14 68.3	64 64.6	57.11 57.16	54.15 55.2	48 48.5
48½	97	83.3 83.11	72.13 73.2	68.8 68.15	64.12 65	58.4 58.9	55.7 55.12	48.9 48.14
49	98	84 84.5	73.9 73.16	69.3 69.10	65.6 65.12	58.14 59.1	56 56.5	49 49.5
49½	99	84.15 85.5	74.4 74.11	69.16 70.5	66 66.6	59.7 59.12	56.10 56.15	49.9 49.14
50	100	85.13 86.3	75 75.7	70.10 70.17	66.12 67	60 60.5	57.2 57.7	50 50.5
50½	101	86.10 87	75.13 76.2	71.4 71.11	67.6 67.12	60.11 60.16	57.13 58	50.9 50.14
51	102	87.3 87.16	76.9 76.16	71.17 72.6	68 68.6	61.4 61.9	58.5 58.10	51 51.5
51½	103	88.5 88.13	77.4 77.11	72.12 73.1	68.12 69	61.14 62.1	58.15 59.2	51.9 51.14
52	104	89.3 89.11	78 78.7	73.6 73.13	69.6 69.12	62.7 62.12	59.7 59.12	52 52.5
52½	105	90 90.8	78.13 79.2	74.1 74.8	70 70.6	63 63.6	60 60.5	52.9 52.14
53	106	90.15 91.5	79.9 79.16	74.14 75.3	70.12 71	63.11 63.16	60.10 60.15	53 53.5
53½	107	91.13 92.3	80.4 80.11	75.3 75.13	71.6 71.12	64.4 64.9	61.2 61.7	53.9 53.14
54	108	92.10 93	81 81.7	76.3 76.10	72 72.6	64.14 65.1	61.13 62	54 54.5
54½	109	93.8 93.16	81.13 82.2	76.16 77.5	72.12 73	65.7 65.12	62.5 62.10	54.9 54.14
55	110	94.5 94.13	82.9 82.16	77.11 78	73.6 73.12	66 66.5	63.15 63.5	55 55.5
55½	111	95.3 95.11	83.4 83.11	78.5 78.12	74.4 74.6	66.11 66.16	63.7 63.12	55.9 55.14
56	112	96 96.8	84 84.7	79 79.7	74.12 75	67.4 67.9	64 64.5	56 56.5
56½	113	96.15 97.5	84.13 85.2	79.13 80.2	75.6 75.12	67.14 68.1	64.10 64.15	56.9 56.14
57	114	97.13 97.5	85.9 85.16	80.7 80.14	76 76.6	68.7 68.12	65.2 65.7	57 57.5
57½	115	98.10 99	86.4 86.11	81.2 81.9	76.12 77	69 69.5	65.13 66	57.9 57.14
58	116	99.8 99.16	87 87.7	81.15 82.4	77.6 77.12	69.11 69.16	66.5 66.10	58 58.5
58½	117	100.5 100.13	87.13 88.2	82.9 82.16	78 78.6	70.4 70.9	66.15 67.2	58.9 58.14
59	118	101.3 101.11	88.9 88.18	83.4 83.11	78.12 79	70.14 71.1	67.7 67.12	59 59.5
59½	119	102 102.8	89.4 89.11	83.17 84.6	79.6 79.12	71.7 71.12	68 68.5	59.9 59.14
60	120	102.15 103.5	90 90.7	84.12 85.1	80 80.6	72 72.5	68.10 68.15	60 60.5

NOTES

15. LEADERWORK

(See also Abbreviations; Tabular Work)

15.1. Leaderwork is a simple form of tabular work without boxheads or rules and is separated from text by two leads above and below in solid matter and three leads in leaded matter. It consists of a reading (stub) column and a figure column, leadered from the bottom line. It may also consist of two reading columns, alining on the top line. In general, leaderwork (except indexes and tables of contents, which are set the same style as text) is governed by the same rules of style as tabular work. Unless otherwise indicated, leaderwork is set in 8 point. The period is omitted immediately before leaders. (See also "Tables without rules," p. 202.)

Bearoff

15.2. No bearoff is required at the right in a single reading column.

Columns

15.3. A figure column is at least an en quad wider than the largest group of figures, but not less than 3 ems and 2 ems in double-up columns. Dashlines are to be the full width of the figure column.

Year:	<i>Pounds</i>
1952.....	255, 939, 000
1953 (out-of-State deliveries of natural gas from Louisiana, Mississippi, South Dakota, and Texas).....	376, 818, 000
1954.....	368, 233, 000
Total.....	#1, 000, 990, 000

15.4. If the last column is a reading column, leaders and words are run to the markoff, and the second column is separated by an em space.

<i>Particulars</i>	<i>Artist</i>
To the French Government: The entire collection of French paintings on loan, with the exception of Mlle. DuBourg (Mme. Fantin-Latour).	□Degas.
Avant la Course.....	Do.
To Col. Axel H. Oxholm, Washington, D.C.: Martha Washington, George Washington, and Thomas Jefferson.	Attributed to Jonathan E. Earl, Los Angeles, Calif.
Roses.....	Renoir.
Do.....	Forain.
Roses in a Chinese Vase and Sculpture by Maillol.	Vuillard.
Maternity.....	Gauguin.

Continued heads

15.5. If leaderwork continues on a following page or is doubled up, continue center and side heads, including colon lines, in stub; also units of quantity or other words over figure and reading columns. In leaderwork set broad measure, no heads or units of quantity are repeated when the matter continues on the facing page. (See also rules 14.51-14.53, pp. 189-190.)

Ditto

15.6. The abbreviation *do.* is capitalized and preceded by quads in stub; it is capitalized and preceded and followed by quads in last reading column; it is lowercased when used under a unit of quantity in stub. (See rules 15.4, p. 213; 15.22, p. 215.)

Dollar mark and ciphers

15.7. The dollar mark or any other money symbol is used at the beginning of each statement, on the first line of double-up matter, at the head of a continued statement, and on the first line of each cut-in group. A dollar mark or any other money symbol does not carry through leaders in leaderwork.

15.8. In a column containing mixed amounts (as money, tons, gallons, etc.) the figures are alined on the right, and the dollar mark or other symbol is repeated before each sum of money. If several sums of money are grouped and added to make a total, they are separated from the nonmoney group by a parallel dash, and the symbol is placed on the first figure of the separated group only. (See rule 14.84, p. 192.)

15.9. If two columns of sums of money add or subtract one into the other and one carries points and ciphers, the other should also carry points and ciphers.

Flush items and subheads

15.10. Flush items clear the figure column.

15.11. Subheads are centered in full measure; if they extend to the figure column, the figure column and an equal space on the left are cleared.

Footnotes

15.12. Footnotes to leaderwork follow the style of footnotes to tables. (See "Footnotes and references," p. 194.)

15.13. Footnote references begin with 1 in each statement, and footnotes are placed at end of statement, separated from it by 2 leads. Separate notes from matter following by not less than 6 points.

15.14. If the leaderwork runs over from one page to another, the appropriate footnotes are carried on each page, and are repeated as necessary.

15.15. If the footnotes to leaderwork and text fall at bottom of page, the footnotes to leaderwork are placed above footnotes to text and the two groups are separated by a 50-point rule, flush on the left.¹

Units of quantity

15.16. Units of quantity or other words over a stub or figure column are set in 6-point italic and are separated from leaderwork by 2 points. These heads aline on the bottom. (See examples in rule 14.169, p. 202.)

Examples

15.17. The example below shows the style to be observed where there is a short colon line at left. In case of only one subentry, run in with colon line and preserve the colon.

Baltimore & Ohio RR.:

Freight carried:

	<i>Tons</i>
May.....	#150, 000
June.....	152, 000

Coal carried.....	900, 000
-------------------	----------

Pennsylvania RR.: Freight carried Jan. 1, 1938.....	121, 000
---	----------

¹ Livestock not included.

¹ This shows the relative positions for footnotes in leaderwork and text on the same page.

15.18. If there is no colon line, the style is as follows:

Freight carried by the Pennsylvania R.R. and the Baltimore & Ohio *Tons*
R.R. in May..... 371, 500

15.19. Explanatory matter is set in 6 point under leaders (note omission of period):

(Name) (Address) (Position)

15.20. In blank forms, leaders used in place of complete words to be supplied are preceded and followed by a space.

On this day of 19...

15.21. In half measure doubled up, units of quantity are alined across the page. (See also rule 16.23, p. 218.)

Seedlings:	<i>Inches</i>	Seedlings—Continued	<i>Inches</i>
Black locust.....	27	Osage-orange.....	20
Honey locust.....	16	Catalpa.....	16
Green ash.....	7	Black walnut.....	10

15.22. Mixed units of quantity and amounts and words in figure column are set as follows:

Capital invested.....			#\$8, 000
Value of implements and stock.....			\$3, 000
Land under cultivation.....		acres..	128. 6
Orchard.....		do.....	21. 4
Forest land.....		square miles..	50
Livestock:			
Horses:			
Number.....			8
Value.....			\$1, 500
Cows:			
Number.....			18
Estimated weekly production of butter per milk cow		pounds..	7½
Hogs:			
Number.....			46
Loss from cholera.....			None

15.23. Abbreviated unit of quantity repeated:

Height at shoulder (top of third dorsal), <i>Brontops robustus</i>	mm..	1 2, 311
Width of atlas, <i>Diploclonus tyleri</i>	mm..	320
Weight of specimen.....	oz..	6
¹ Estimated.		

15.24. If there are no figures in a line, the leaders should be broken from those in preceding column by an en space.

Sales of shoes.....		\$1, 200
Loss on sales.....		#.....

15.25. In Linotype leaderwork, where there is only one word in the stub a space may be used after the word before the leaders begin. The space is to be as small as possible consistent with economical typesetting. In unusual instances the space may also be used if there are two words but is not to be used with three or more words.

For example, see page 346.

NOTES

16. TEXT FOOTNOTES, INDEXES, AND CONTENTS

FOOTNOTES AND REFERENCE MARKS

(For footnotes in tabular work, see p. 194.)

16.1. Except as noted under "Abbreviations" (p. 153), footnotes to text follow the style of text.

16.2. In a publication divided into chapters, sections, or articles, each beginning a new page, text footnotes begin with 1 in each such division. In a publication without such divisional grouping, footnotes are numbered consecutively from 1 to 99, and then begin with 1 again. In congressional hearings, footnotes begin with 1 on each page. However, in supplemental sections, such as appendixes and bibliographies, which are not parts of the publication proper, footnotes begin with 1.

16.3. Copy preparers must see that references and footnotes are plainly marked, and must also indicate the measure if footnotes are to be doubled, or tripled.

16.4. On a job that is not completed, the last footnote number must be given to Chief Copy Preparer, who will enter it in copy-book, so that there will be no question as to next footnote number.

16.5. If a reference is repeated on another page, it should carry the original footnote; but to avoid repetition of a long note, the copy preparer may use the words "See footnote 3 (6, 10, etc.) on p. —" instead of the entire footnote.

16.6. Unless copy is otherwise marked: (1) Footnotes to 12-point text (except 12-point briefs) are set in 8 point; (2) footnotes to 11-point text are set in 8 point, except in Supreme Court reports, in which they are set in 9 point; (3) footnotes to 10- and 8-point text are set in 6 point. (See also "Courtwork," p. 234.)

16.7. Footnotes are set as paragraphs and are separated from the text by a 50-point rule on 6-point body, flush on the left, with 1 lead above and below the rule.

16.8. Footnotes to indented matter are set full measure. (See also rules 14.116, p. 195; 14.159, p. 200.)

16.9. To achieve faithful reproduction of indented excerpt material (particularly legal work) containing original footnotes, these footnotes are placed at bottom of excerpt, separated by 3 leads; no side dash is used. Reference numbers are not changed to fit numbering sequence of text footnotes.

16.10. Footnotes must always begin on the page carrying the reference. The breaking over of a footnote from one page to the next should be avoided; but when this is unavoidable, the break should not be made on a paragraph.

16.11. Footnotes to charts, graphs, and other illustrations should be placed immediately beneath such illustrative material.

16.12. A cutoff dash is not required between the chart or graph and the footnotes.

16.13. For reference marks, roman superior figures, italic superior letters, or symbols (preferably the first) are used. Superior figures and letters are separated from the words to which they apply by thin

spaces, unless immediately preceded by periods or commas; footnote symbols are set closed up.

16.14. Where reference figures might lead to ambiguity (for example, in matter containing exponents), asterisks, daggers, etc., or italic superior letters may be used.

16.15. When symbols or signs are used for footnote reference marks, their sequence should be (*) asterisk, (†) dagger, (‡) double dagger, (§) section mark, and (||) parallel. Should more symbols be needed, these may be doubled or tripled, but for simplicity and greater readability, it is preferable to extend the assortment by adding other single-character symbols.

16.16. Symbols with commonly established other meanings likely to produce confusion, such as the percent mark (%) and the number mark (#), should not be used.

16.17. To avoid possible confusion with numerals and letters frequently occurring in charts and graphs, it is preferable in such instances to use symbols as reference marks.

16.18. When an item carries several reference marks, the superior-figure reference precedes an asterisk, dagger, or similar character used for reference.

16.19. A superior reference mark follows all punctuation marks except a dash, but falls inside a closing parenthesis or bracket if applying only to matter within the parentheses or brackets.

16.20. Two or more footnote references occurring together are separated by thin spaces, not commas.

16.21. In a series of short footnotes, reference numerals or letters are alined on the right.

INDEXES AND TABLES OF CONTENTS

16.22. Indexes and tables of contents are set in the same style as the text, except that *See* and *see also* are set in italic.

16.23. *Page, section, paragraph, etc.*, over figure columns are set in roman, flush on right, with 1 lead below even in solid matter. However, to avoid excess space caused by short entry lines, *page, etc.*, will be lowered to within 1 lead of figure column. This treatment does not apply to contents with more than one figure column or to two-column indexes. (See also rule 16.33, p. 219.)

ANNUAL REPORT OF THE SECRETARY OF THE TREASURY	455
Notes—Continued	
Treasury:	
Marketable:	Page
Exchanges.....	459
ANNUAL REPORT OF THE SECRETARY OF THE TREASURY	455
Notes—Continued	Page
Treasury.....	459

16.24. Where a word occurs in an index page column, either alone or with a figure, it is set flush on the right. If the word extends back into the leaders, it is preceded by an en space.

Explanatory diagram.....	Frontispiece
General instructions.....	VIII
Capitalization (<i>see also</i> Abbreviations).....	16
Correct imposition (diagram).....	Facing 34
Legends. (<i>See</i> Miscellaneous rules.)	

16.25. The figure column is 3 ems wide unless otherwise indicated.

16.26. Thin periods and commas are used in figure columns of indexes.

16.27. For better appearance, Roman numerals should be set in small caps in the figure columns of tables of contents and of indexes.

16.28. In indexes set with leaders, if the page numbers will not fit in the leader line, the first number only is set in that line and the other numbers are overrun. If the entry makes three or more lines and the last line of figures is not full, do not use a period at the end.

If page folios overrun----- 220, 224, 227, 230, 240	And this way when overrun folios make two or more lines. 220, 224-225, 230-240, 245, 246, 250- 255, 258, 300
--	---

(For examples of item indentions in reading column of indexes set with leaders, see p. 493.)

16.29. Overrun page numbers are indented 3½ ems in measures not over 20 picas and 7 ems in wider measures, more than one line being used if necessary. These indentions are increased as necessary to not less than 2 ems more than the line immediately above or below.

16.30. When copy specifies that all overs are to be a certain number of ems, the runovers of the figure column shall be held in 2 ems more than the specified indention.

16.31. Examples of block-type indexes:

Example 1

Medical officer, radiological defense, 3
 Medicolegal dosage, 44
 Military Liaison Committee, 4
 Monitoring, 58
 Air, 62
 Personnel, 59
 Civilian, 60
 Military, 59
 Sea, 61
 Ship, 61
 Monitors, radiological defense, 3
 NEPA, 29
 NEPS, project, 30
 Neutron(s), 16
 Flux, 41
 Nuclear binding energy, 22
 Nuclear energy, release of, 23

Example 2

Brazil—Continued
 Exchange restrictions, etc.—Con.
 Williams mission (*see also* Wil-
 liams, John H., special mission),
 efforts in connection with ex-
 change control situation, 586-588
 Trade agreement with United States,
 proposed:
 Draft text, 558-567
 Proposals for—
 Inclusion of clauses relating to
 exchange control operation,
 550, 551, 557
 Joint United States-Brazilian
 declaration of policy: Brazilian
 attitude, 553, 569, 570, 572-
 574; information concerning,
 550, 551, 552

16.32. In index entries the following forms are used:

- Brown, A. H., Jr. (*not* Brown, Jr., A. H.)
- Brown, A. H., & Sons (*not* Brown & Sons, A. H.)
- Brown, A. H., Co. (*not* Brown Co., A. H.)
- Brown, A. H., & Sons Co. (*not* Brown & Sons Co., A. H.)

16.33. In a table of contents, where *chapter*, *plate*, or *figure* is followed by a number and period in the first line and cleared in the following lines, an en quad is used after the period in the first line and the periods are alined on the right. Roman numerals, if used, aline on the right.

Chapter	Page
I. Introduction-----	I
II. Summary-----	1
VIII. Conclusions-----	7

16.34. Subheads in indexes and tables of contents are centered in the full measure. If such subheads extend into the figure column, the figure column and an equal number of ems on the left are cleared.

16.35. In contents set in combination of two sizes of lightface type, or in combination of boldface and lightface type, all page numbers in figure column will be set in lightface roman type. Contents set entirely in boldface will use boldface page numbers. All page numbers will be set in the predominant size.

	Page
PART I. MAINTENANCE OF PEACE AND SECURITY -----	5
Disarmament-----	6
Peaceful Uses of Atomic Energy-----	7
Part I. Maintenance of Peace and Security -----	5
Disarmament-----	6
Peaceful Uses of Atomic Energy-----	7
Part I. Maintenance of Peace and Security -----	5
Disarmament-----	6
Peaceful Uses of Atomic Energy-----	7

17. DATELINES, ADDRESSES, AND SIGNATURES

17.1. The general principle involved in the typography of datelines, addresses, and signatures is that they should be so set as to stand out clearly from the body of the letter or paper which they accompany. This is accomplished by using caps and small caps and italic, as set forth below. Other typographic details are designed to insure uniformity and good appearance. Street addresses and ZIP code numbers are not to be used. Certain general instructions apply alike to datelines, addresses, and signatures.

Envelope addresses and return addresses (also names of agencies and addresses set in single lines)

U.S. House of Representatives
Committee on Education and Labor
Room 429, House Office Building
Washington, D.C. □20515

General instructions

17.2. Principal words in datelines, addresses, and titles accompanying signatures are capitalized.

17.3. *Mr.*, *Mrs.*, and all other titles preceding a name, and *Esq.*, *Jr.*, *Sr.*, and *2d* following a name in address and signature lines, are set in roman caps and lowercase if the name is in caps and small caps or caps and lowercase; if the name is in caps, they are set in caps and small caps, if small caps are available—otherwise in caps and lowercase. (See also rule 10.37, p. 157.)

17.4. Lines set in caps, caps and small caps, or small caps are spaced with en quads.

Spacing

17.5. A lead is used, unless space is clear, between dateline and text or address, address and text, text and signature, and signature and address. (See examples, rule 17.28, p. 226.)

DATELINES

17.6. Datelines at the beginning of a letter or paper are set at the right side of the page, the originating office in caps and small caps, the place name and date in italic; if the originating office is not given, the place name is set in caps and small caps and the date in italic; if only the date is given, it is set in caps and small caps. Such datelines are indented from the right 1 em for a single line; 3 ems and 1 em, successively, for 2 lines; and 5 ems, 3 ems, and 1 em, successively, for 3 lines. In measures 30 picas or wider, these indentions are increased by 1 em.

THE WHITE HOUSE, □ □ □
Washington, D.C., January 1, 1966. □

THE WHITE HOUSE, *July 30, 1966.* □

TREASURY DEPARTMENT, □ □ □ □ □
OFFICE OF THE TREASURER, □ □ □ □ □
Washington, D.C., January 1, 1966. □

NOTE.—The U.S. Government Correspondence Manual offers proper forms of addresses, salutations, and closings. (See "Bibliography," p. 3.)

TREASURY DEPARTMENT, *July 30, 1966.* □

DEPARTMENT OF COMMERCE, □ □ □
July 30, 1966. □

OFFICE OF JOHN SMITH & Co., □ □ □
New York, N.Y., June 6, 1966. □

WASHINGTON, *May 20, 1966—10 a.m.* □

THURSDAY, MAY 8, 1966—2 P.M. □

JANUARY 24, 1966. □

WASHINGTON, *November 29, 1966* □ □ □
[Received December 6, 1966]. □

ON BOARD U.S.S. "CONNECTICUT," □ □ □
January 21, 1966. □

OFFICE OF THE COMMISSIONERS OF THE □ □ □ □ □
DISTRICT OF COLUMBIA, □ □ □
Washington, January 6, 1966. □

17.7. Congressional hearings:

MONDAY, OCTOBER 24, 1966¹

HOUSE OF REPRESENTATIVES, □ □ □ □ □ □ □ □
SUBCOMMITTEE ON IMMIGRATION, □ □ □ □ □ □
COMMITTEE ON THE JUDICIARY, □ □ □ □
Washington, January 10, 1966. □

HOUSE OF REPRESENTATIVES, □ □ □ □ □ □ □ □
COMMITTEE ON MERCHANT MARINE □ □ □ □ □ □ □ □
AND FISHERIES, □ □ □ □
Washington, D.C. □

U.S. SENATE, □ □ □ □ □ □ □ □
SUBCOMMITTEE OF THE COMMITTEE □ □ □ □ □ □ □ □
ON ARMED SERVICES, □ □ □ □ □ □ □ □
Washington, D.C. □

CONGRESS OF THE UNITED STATES, □ □ □ □ □ □ □ □
JOINT COMMITTEE ON ATOMIC ENERGY, □ □ □ □ □ □ □ □
Washington, D.C. □

17.8. Datelines at the end of a letter or paper, either above or below signature, are set on left in caps and small caps for the place and italic for the date. When the word *dated* is used, dateline is set in roman caps and lowercase, followed by a period and a 1-em dash.

□ MAY 7, 1966.

□ STEUBENVILLE, OHIO.

□ STEUBENVILLE, OHIO, *July 1, 1966.*

□ Dated July 1, 1966.

□ Dated Albany, March 12, 1966.

17.9. Datelines in newspaper extracts are set at the beginning of the paragraph, the place name in caps and small caps and the date in roman caps and lowercase.

□ ABOARD U.S.S. "HOPE," June 7, 1965.—

□ NEW YORK, N.Y., August 21, 1966.—A dispatch received here from * * *.

¹ Dates in House hearings on appropriation bills are set on right in 10-point caps and small caps, with a 5-em dash above each date.

ADDRESSES

17.10. Addresses are set flush left at the beginning of a letter or paper in congressional work (or at end in formal usage). (See examples, rule 17.28, p. 226.)

17.11. At beginning or at end:

To SMITH & JONES and
 BROWN & GREEN, Esqs.,
Attorneys for Claimant
 (Attention of Mr. Green).

Hon. JOHN L. McCLELLAN,
U.S. Senate.

Hon. CARROLL D. KEARNS,
U.S. House of Representatives. (Collective address)

The PRESIDENT,
The White House.

17.12. A long title following an address is set in italic caps and lowercase, the first line flush left and right, overruns indented 2 ems to clear a following 1-em paragraph indentation.

Hon. HUBERT H. HUMPHREY,
Chairman, Subcommittee on Reorganization of the Committee on Government
 Operations, U.S. Senate, Washington, D.C.

17.13. The name or title forming the first line of the address is set in caps and small caps, but *Mr.*, *Mrs.*, or other title preceding a name, and *Esq.*, *Jr.*, *Sr.*, or *2d* following a name, are set in roman caps and lowercase; the matter following is set in italic. The words *U.S. Army* or *U.S. Navy* immediately following a name are set in roman caps and lowercase in the same line as the name.

Maj. Gen. EDWARD M. MARKHAM, Jr., U.S. Army,
Chief of Engineers.

CHIEF OF ENGINEERS, U.S. ARMY. (Full title, all caps and small caps.)

Maj. Gen. EDWARD M. MARKHAM,
Chief of Engineers, U.S. Army,
Washington, D.C.

Hon. RALPH R. ROBERTS,
Clerk of the House of Representatives.

Hon. JOHN L. McCLELLAN,
U.S. Senator, Washington, D.C.

Hon. CHARLES POTTER,
Senate Office Building, Washington, D.C.

The COMMITTEE ON APPROPRIATIONS,
House of Representatives.

17.14. General (or collective) addresses are set in italic caps and lowercase, flush left, with overruns indented 2 ems and ending with a colon, except when followed by a salutation, in which case a period is used.

17.15. Examples of general addresses when not followed by salutation (note the use of colon at end of italic line):

To the Officers and Members of the Daughters of the American Revolution,
 Washington, D.C.:

To the American Diplomatic and Consular Officers:

To Whom It May Concern:

Collectors of Customs:

To the Congress of the United States:

17.16. Example of general address when followed by salutation (note the use of period at end of italic line):

Senate and House of Representatives.

^[1 lead]
□ GENTLEMEN: You are hereby * * *.

17.17. Examples illustrating other types of addresses:

To the EDITOR:

To JOHN L. NELSON, *Greeting:*

To JOHN L. NELSON, *Birmingham, Ala., Greeting:*

To the CLERK OF THE HOUSE OF REPRESENTATIVES:

CHIEF OF ENGINEERS
(Through the Division Engineer).

^[1 lead]
□ MY DEAR SIR: I have the honor * * *.

□ Mr. REED: I have the honor * * *.

□ DEAR Mr. REED: I have the honor * * *.

Lt. (jg.) JOHN SMITH,
Navy Department:

^[1 lead]
□ The care shown by you * * *.

STATE OF NEW YORK,
County of New York, ss:

^[1 lead]
□ Before me this day appeared * * *.

DISTRICT OF COLUMBIA, ss:

^[1 lead]
□ Before me this day appeared * * *.

SIGNATURES

17.18. Signatures, preceded by an em dash, are sometimes run in with last line of text. (See also rule 9.53, p. 142.)

17.19. Signatures are set at the right side of the page. They are indented 1 em for a single line; 3 ems and 1 em, successively, for 2 lines; and 5 ems, 3 ems, and 1 em, successively, for 3 lines. In measures 30 picas or wider, these indentions are increased by 1 em. (See examples, rule 17.28, p. 226.)

17.20. The name or names are set in caps and small caps; *Mr.*, *Mrs.*, and all other titles preceding a name, and *Esq.*, *Jr.*, *Sr.*, and *2d* following a name, are set in roman caps and lowercase; the title following name is set in italic. Signatures as they appear in copy must be followed in regard to abbreviations.

17.21. If name and title make more than half a line, they are set as two lines.

17.22. Two to eight independent signatures, with or without titles, are alined on the left, and the longest name is indented 1 em from the right if no title follows.

W. H. SOUTHERLAND. □
JAMES G. GREEN.
WM. C. WILSON.

WARREN H. ATHERTON. □ □ □
ALBERT J. HAYES.
THOMAS C. KINKAID,
Commander, U.S. Navy (Retired). □
DAVID SARNOFF, *Chairman.*

17.23. More than eight signatures, with or without titles, are set full measure, roman caps and lowercase, run in, indented 5 and 7 ems

in measures of 26½ picas or wider; in measures less than 26½ picas, indent 3 and 5 ems.

□□□□ Brown, Shipley & Co.; Denniston, Cross & Co.; Fruhling & Groschen,
 □□□□ Attorneys; C. J. Hambro & Sons; Hardy, Nathan & Co.; Heilbut,
 □□□□ Symons & Co.; Harrison Bros. & Co., by George Harrison;
 □□□□ Hoare, Miller & Co.; Thomas Eaton Co.

17.24. A long title following a signature is set in italic caps and lowercase and is indented 2 and 3 ems on the left and 1 em on the right. These indentions are increased 1 em in measures 30 picas or wider.

□□□ Yours truly,

(Signed) □ THOMAS E. RHODES, □□□

□□ *Special Assistant to the Attorney General, Attorney for Howard Sutherland,* □

□□ *Director, Office of Alien Property, and H. T. Tate, Acting Treasurer.*

17.25. The punctuation of closing phrases is governed by the sense. A detached complimentary close is made a new paragraph.

17.26. Examples of various kinds of signatures:

UNITED STATES IMPROVEMENT Co., □

By JOHN SMITH, *Secretary.*

TEXARKANA TEXTILE MERCHANTS & □

□ MANUFACTURERS' ASSOCIATION,

JOHN L. JONES, *Secretary.*

TEXARKANA TEXTILE MERCHANTS & □□□

□ MANUFACTURERS' ASSOCIATION,

HUBERT P. STONEGARTEN,

Board Member and Secretary. □

JOHN L. PENN, *Solicitor,* □□□

Per FREDERICK VAN DYNE,

Assistant Solicitor. □

JOHN W. SMITH □□□

(And 25 others). □

JOHN SMITH, □□□□

Lieutenant Governor □□□

(For the Governor of Maine). □

NORTH AMERICAN ICE Co., □

G. Y. ATLEE, *Secretary.*

Bob

ROBERT S. KERR. □

JOHN [his thumbmark] SMITH. □

CLARENCE CANNON,

AUGUST H. ANDRESEN,

Managers on the Part of the House. □

[1 lead]

CARTER GLASS,

CARL HAYDEN,

Managers on the Part of the Senate. □

□ I am, very respectfully, yours,

(Signed) □ FRED C. KLEINSCHMIDT, □□□

Assistant Clerk, Court of Claims. □

□ I have the honor to be,

□□□ Very respectfully, your obedient servant,

(Signed) □ John R. King

(Typed) □ JOHN R. KING, □□□

Secretary. □

or

(S) John R. King

JOHN R. KING, □□□

Secretary. □

Hoping to hear from you soon, I have the honor to be,
 Very respectfully, your obedient servant,

HENRY L. JONES, M.D.

MARY J. JONES
 Mrs. Henry T. Jones.

Attest:

RICHARD ROE, *Notary Public.*

By the Governor:

NATHANIEL COX, *Secretary of State.*

Approved.

JOHN SMITH, *Governor.*

By the President:

CORDELL HULL,
Secretary of State.

On behalf of the Philadelphia Chamber of Commerce:

GEO. W. PHILIPS.
 SAML. CAMPBELL.

Respectfully submitted.

L. A. WRIGHT, *U.S. Indian Agent.*

Yours truly,

Capt. JAMES STALEY, Jr.,
Superintendent.

Respectfully yours,

J. B. ELLIS.

Very respectfully,

A. F. CALDWELL, *U.S. Indian Agent.*

17.27. In quoted matter:

"Very respectfully,

"M. T. JENKINSON.
 "ALBERT WARD."

17.28. Examples of various kinds of datelines, addresses, and signatures:

Re weather reports submitted by the International Advisory Committee of the
 Weather Council.

[1 lead]

Mr. WILLIAM E. JONES, Jr.,
Chairman, Commerce Committee,
Washington, D.C.

[1 lead]

DEAR MR. JONES: We have been in contact with your office, etc.

[1 lead]
 PAUL S. REED,
Executive Director,
National Information Bureau.

NEW YORK, August 19, 1964.
 or, if copy—

AUGUST 19, 1964.

 LINCOLN PARK, MICH., February 15, 1966.

[1 lead]

Re Romeo O. Umanos, Susanna M. Umanos, case No. S-254, Immigration and
 Naturalization Service, application pending.

[1 lead]

HON. FRANCIS E. WALTER,
Chairman, Subcommittee on Immigration,
Committee on the Judiciary, Washington, D.C.

[1 lead]

DEAR MR. WALTER: You have for some time * * *.

Sincerely yours,

CHARLES A. BRANDT,
Architectural Designer.

 HON. FRANCIS E. WALTER,
Chairman, Subcommittee on Immigration of the Committee on the Judiciary, House
 of Representatives, Washington, D.C.

[1 lead]

DEAR MR. WALTER: You have for some time * * *.

U.S. DEPARTMENT OF COMMERCE,
 WEATHER BUREAU,
 Washington, March 3, 1966.

HON. CHARLES E. CHAMBERLAIN,
House of Representatives,
 Washington, D.C.

DEAR MR. CHAMBERLAIN: We will be glad to give you any further information desired.

Sincerely yours,

F. W. REICHELDERFER,
 Chief of Bureau.

NEW YORK, N.Y., February 10, 1966.
 [1 lead]

To: All supervisory employees of production plants, northern and eastern divisions, New York State.

From: Production manager.

Subject: Regulations concerning vacations, health and welfare plans, and wage contract negotiations.

contract negotiations.
 [1 lead]
 It has come to our attention that the time * * *.

WASHINGTON, D.C., May 16, 1966.

The Honorable the SECRETARY OF THE NAVY.

DEAR MR. SECRETARY: This is in response to your letter * * *.

Very sincerely yours,
 [SEAL]

LYNDON B. JOHNSON.

EAST LANSING, MICH., June 10, 1966.

To Whom It May Concern:

I have known Kyu Yawp Lee for 7 years and am glad to testify as to his fine character. He has been employed * * *.

Wishing you success in your difficult and highly important job, we are,

Sincerely yours,

ELWIN J. GLEASON.
 MILDRED T. GLEASON.

MARCH 10, 1966.

HON. JAMES O. EASTLAND,
Chairman, Committee on the Judiciary,
 U.S. Senate, Washington, D.C.

DEAR SENATOR: In response to your request for a report relative to * * *.

Sincerely,

J. M. SWING, Commissioner.

VETERANS' ADMINISTRATION,
 OFFICE OF THE ADMINISTRATOR OF
 VETERANS' AFFAIRS,
 Washington, D.C.

HON. JOHN L. McCLELLAN,
Chairman, Committee on Government Operations,
 U.S. Senate, Washington, D.C.

DEAR SENATOR McCLELLAN: Further reference is made to your reply * * *.
 Sincerely yours,

JOHN S. PATTERSON,
 Deputy Administrator
 (For and in the absence of
 H. V. Higley, Administrator).

WASHINGTON, D.C., *September 16, 1966.* □

Mr. WILLIAM E. JONES, Jr.,
Special Assistant to the Attorney General, Attorney for Howard Sutherland, Director,
 □ □ *Office of Alien Property.*

□ DEAR ^[1 lead] MR. JONES: In reply to your letter * * *.
 □ □ □ Yours truly,

(Signed) □ THOMAS E. RHODES, □ □ □
 □ □ □ *Special Assistant to the Attorney General, Attorney for Howard Sutherland,* □
 □ □ □ *Director, Office of Alien Property.*

□ P.S.—^[2 lead]A special word of thanks to you from J. R. Brown for your fine help.
□ □ □ ^[1 lead]T. E. R. □

TOKYO, JAPAN, *November 13, 1966.* □

U.S. DEPARTMENT OF JUSTICE,
 IMMIGRATION AND NATURALIZATION SERVICE,
Detroit, Mich.

□ GENTLEMEN: ^[1 lead]This letter will testify to the personal character * * *.
 □ □ □ Very truly yours,

Mrs. GRACE C. LOHR, □ □ □ □ □
Inspector General Section, HQ, AFPE, □ □ □ □
APO 343, San Francisco, Calif. □

17.29. The word *seal* appearing with the signature of a notary or of an organized body, such as a company, is indented 1 em from left; if in personal signature, put at right and indent 1 em. Place 1-em quad between seal and signature. The word *seal* is to be set in small caps and bracketed.

□ [SEAL]

RICHARD ROE, □ □ □
Notary Public. □

J. M. WILBER. □ [SEAL] □

BARTLET, ROBINS & Co. □ [SEAL] □

□ Done at the city of Washington this
 16th day of May in the year of our Lord
 nineteen hundred and sixty-six,
 [SEAL] □ and of the independence of the
 United States of America the
 one hundred and ninety-first.

LYNDON B. JOHNSON. □

□ Done at the city of Washington this 16th day of May in the year of our Lord
 nineteen hundred and sixty-six, and of the independence of the United
 □ [SEAL] □ States of America the one hundred and ninety-first.

LYNDON B. JOHNSON. □

18. COURTWORK

(See also Capitalization; General Instructions; Italic)

18.1. Courtwork differs in style from other work only as set forth in this section; otherwise the style prescribed in the preceding sections will be followed.

Supreme Court records

18.2. Paragraphs are made of answers in Q. and A. matter.

18.3. The folio number is flush in the same line as the first word of the folio and in a cut-in 3 ems square (unless there are 10 points of white space above or below). Indentions of paragraphs, etc., are in addition to the 3-em cut-in. In hanging indentions of headings the extra indention is carried to the end of the heading. (See p. 236.)

18.4. A cut-in folio is not used opposite a paragraph reading "Endorsement on cover."

18.5. Copy is followed literally, including capitalization (initial capitalization of words), punctuation (including compounding), and obscene language, but not italic.

18.6. Italic letters are used only to indicate errors in spelling (for example, *curely* for *surely*), except in the names of persons and firms, in geographic names, and in foreign words that are not law terms. These and errors in syntax are not corrected. Roman letters are used to indicate errors in words set in italic.

18.7. In typewritten records manifest errors of the typewriter are corrected (for example, if one letter has been struck over another or if a space appears where a letter was obviously intended to be); but if a word is used in the wrong place (for example, *in* for *on*; *boot* for *boat*), it is not changed nor set in italic.

18.8. Words having the sanction of any dictionary are permissible, and the spelling is not changed.

18.9. An apostrophe is used to indicate the omission of one or more letters in a word; but in well-established abbreviations, the period is used instead of an apostrophe.

18.10. Doublets are indicated by italicizing the repeated words or lines.

18.11. A 3-em quad is used to indicate the omission of one or more words.

18.12. The names of vessels are set in roman, quoted.

18.13. The titles of cases are set in roman, including the abbreviation of *versus*.

18.14. The word *The* is capitalized in names of legal cases as follows:

the said *The B. & O. R.R. Co.*

The Sun v. The Globe

The City of Washington v. The B. & O. R.R. Co.

the defendant, *The Davies County Bank*

18.15. Printing Office editorial marks must be erased before the copy is returned to the originating office. Copy preparers should make only necessary marks thereon, and those lightly, with a soft pencil. Cut-in folios should not be indicated on copy. All instructions are entered on the preparer's instruction sheet. The folio num-

bers on copy are picked up. Any matter preceding or following an original folio is marked, in pencil, with the jacket number followed by lowercase letters (e.g., J. 12-345a, J. 12-345b, etc., to the end).

18.16. Preparers must indicate on the instruction sheet such information as 11-point type, solid or leaded, cut-in folios, etc.

18.17. The following abbreviations of the names of reporters are used in citations of U.S. Supreme Court Reports:

Abbreviation	Name
Cr.	Cranch
Dall. or Dal.	Dallas
How.	Howard
Pet.	Peters
U.S.	U.S. Reports
Wall.	Wallace
Wheat.	Wheaton

Briefs, decisions, exhibits, and opinions of other courts

18.18. In general, copy is printed "Fol., incl. caps and punc."

18.19. In opinions of the Court of Claims, the U.S. Court of Appeals for the District of Columbia, and all circuit courts of appeals, copy is followed, including capitalization. Titles of legal cases are italicized.

18.20. Single punctuation is used in citations wherever possible.

18.21. The *STYLE MANUAL* is followed in testimony in Court of Claims transcripts of evidence.

18.22. The spelling of Indian names is followed in the use of hyphens, accent marks, and spaces.

18.23. Superior letters are not used in abbreviations unless so indicated by the copy preparer.

18.24. Copy is followed as to use of the singular or plural possessive referring to the United States as claimant or claimants, defendant or defendants, etc. However, if conflicting forms are used in copy, they are made uniform, either singular or plural.

claimant's brief or claimants' brief
appellee's exhibits or appellees' exhibits

18.25. When "emphasis supplied," "emphasis added," or "emphasis ours" appears in copy, it should not be changed; but "underscore supplied" should be changed to "italic supplied."

18.26. When *Question* and *Answer* are spelled out in copy, set in separate paragraphs.

18.27. In National Labor Relations Board transcript, the contracted forms *Q.* and *A.* are always used, run in, and the question and its answer are connected by an em dash.

18.28. If questions are numbered and the numbers with periods precede the questions, an en quad is used after the number; otherwise use 5-em space.

18.29. The words *infra* and *supra* are italicized. Copy is followed for the use of italic in Latin legal terms and abbreviations, in addition to italic used for emphasis.

18.30. In the titles of cases the first word and all principal words are capitalized, but not such terms as *defendant* and *appellee*.

18.31. In the titles of cases copy is followed as to use of figures and abbreviations.

18.32. Abbreviations in names of legal cases are to be followed literally in all classes of work.

18.33. The following examples indicate the capitalization, italic, small caps, abbreviations, etc., generally used, except the word *case*, which is set in italic only when so indicated in copy.

Defendant John Smith; *but* the defendant, John Smith.
 The *Legal Tender* cases
 In Clarke's case, the court said * * *
 In the case of Clarke
Clarke's case (14 How. 14)
 WALLACE, J., delivered the opinion
Brown's case, 14 Hun 14 (N.Y. 1838)
 In *Roe v. Doe*, the court ruled * * *
 In *Ex parte 74*, the court said * * *
 (*Ex parte 74*, 58 I.C.C. 220)
 In the *Fifteen Percent Rate Increase* case, the court decided * * *
 In the case of Jones against Robinson.
 (A general or casual reference to a case)
 In *Jones v. Robinson*, 122 U.S. 329 (1929)
 In *In re Robinson*, 19 Wall. (18 U.S.) 304 (1910), the Court * * *
John Brown, Jr. v. Edwin Smith Smith & Brown, Inc. v. Commissioner Commissioner, etc. v. Klein Chain Co. Dunham Towing & Wrecking Co. v. Bassett (the *Aksel Monson* case)
United States v. 12 Diamond Rings
The United States v. Forty Hogsheads of Tobacco
 Stat., Rev. Stat., Stat. L., or R.S., as written
 Bowman Act, 22 Stat. 50 (1939)
 Act of August 5, 1953 (67 Stat. 588; 18 U.S.C. 1162 (or U.S.C., title 18, sec. 1162))
 Act of August 5, 1882, Supp. Rev. Stat. sec. [or §] 284; Rev. Stat. sec. [or §] 15
 Public Law 250, 84th Cong., 2d sess. (67 Stat. 623)
 Public Law 85-143, Aug. 14, 1957

30 U.S.C., 1952 ed., Supp. II, sec. 184 (C.A.D.C. 1941) [Appeals, Dist. of Columbia]
 (D.D.C. 1955) [District Court, Dist. of Columbia]
 164 Fed. 205 (N.D. W. Va. 1949)
 117 F. Supp. 463 (N.D. Del. 1949)
 9 Pac. 735 (Mont. 1935)
 9 P. 2d 1095 (Wash. 1932)
 44 Atl. 317 (Del. 1899)
 37 A. 2d 10 (Del. 1944)
 259 S.W. 57 (Mo. 1957)
 14 Fed. Cas. 143, No. 7621 (C.C.N.D. Ill. 1876)
 34 Comp. Gen. 230 (1954)
 132 Ct. Cl. 645 (1955)
 43 CFR 192.14 [Code of Federal Regulations]
 43 CFR, 1940 ed., 192.14
 43 CFR, 1940 ed., Cum. Supp., 19.14
 21 F.R. 623 [Federal Register]
United States v. Eller, 114 F. Supp. 284 (N.D.N.C.), *rev'd* 208 F. (2d) (or (2) (but do not supply parentheses on "2d" if not in copy)) 716 (4th Cir. 1953), cert. denied, 347 U.S. 934 (1954)
United States ex rel. Smith v. Jones
In the Matter of Jones
 8 Wigmore, *Evidence* § 2195 (3d ed. 1940)
Cf. Thomas v. Jones, supra
Smith et al. v. Jones, infra
 Restatement, Second, *Agency* § 103
 2 Moore, *Federal Practice* 9.2 at 1162, footnote 15
 Legislative History:
 I Leg. Hist. 983 (1949)
 II Leg. Hist. 1001 (1959)

18.34. In citations of single lines, the period is inserted at the end of each line.

18.35. If citations are run in, semicolons are used.

18.36. The following forms show punctuation and spacing required:

1. X Q.	4. R. X Q.	24. Q.	46th. Cross-int.
X Ques. 1.	Re X Q. 1.	24. Question.	46. Cross-int.
1. Add. direct.	R. X Int. 1.	X Q. 1.	46. Cross-ques.
2. R.D.Q.	24. X Int.	24. Int.	46. C. Int.
3. R.R.D.Q.	X Int. 1.	5 Re X Q.	46th. C. Int.
3. Re D.Q.	X 20.	Re-R. X Q. 5.	Answer to cross-int. 1.
2. Re-R.D.Q.	24. X.	24th. Cross-ques.	Question 1.

18.37. When spelled out, use the following forms:

cross-examination
 cross-interrogatory
 re-cross-examination

redirect examination
 re-redirect examination

18.38. Use brackets to enclose words interpolated by stenographer into or at the end of remarks of a witness.

18.39. Use parentheses for parenthetical phrases or sentences; also to enclose interpolated words following name, *Question* or *Answer*, or *Q.* or *A.*

18.40. If the entire sentence is in parentheses or brackets, the punctuation should be within the parentheses or brackets.

18.41. The following examples illustrate the use of brackets, parentheses, other punctuation, and spacing:

At end of sentence: [Laughter.]; within sentence: [laughter]

The paper was as follows [reads]:

I do not know. [Continues reading:]

The CHAIRMAN (to Mr. Smith).

Mr. KELLEY (to the chairman).

SEVERAL VOICES. Order!

The WITNESS. He did it that way [indicating].

By the COMMISSIONER:

Q. Do you know these men [handing witness a list]?
(Objected to.)

A. [After examining list.] Yes; I do.

Q. Did you see—A. No, sir.

Q. [Interrupting.] But why?—A. I really cannot say.

Q. What did you say?—A. It was the *City of Paris*.

Q. The *City* of what? Did you say *Paris*?—A. No; I said *City*—

Q. Well, *Paris* or *Para*; it does not matter.

Question [continuing].

Answer [reads].

By Mr. SMITH:

18.42. In text, a parenthetic citation at the end of a sentence is included within the sentence unless it forms a sentence in itself or unless copy is specifically marked otherwise; but if a sentence contains more than one parenthetic reference, the one at the end is placed before the period.

This statement is made by the defendant. (See exhibit 1.)

This statement is made in the claimant's brief (p. 65).

This statement is made by the defendant (exhibit 1), but its accuracy is open to doubt (see exhibit 29).

That case has *not* been decided. [Italic ours.]

18.43. Only one cut-in is used in courtwork. Text matter that is an excerpt from law or a citation of language used as an argument and not a part of the brief proper is indented 3 ems on the left and separated from the full measure preceding and following matter by 3 leads. Other matter that follows a colon is quoted.

18.44. Footnote matter following a colon does not indent. It is quoted and set full measure.

18.45. All footnotes in 12-point briefs are set 10-point leaded, and extracts in footnotes are set full measure and are quoted.

18.46. The following differences in capitalization and in the use of quotation marks should be noted:

The said paper was marked "Defendant's Exhibit No. 4" (exact title).

The defendant's exhibit No. 4 was thereupon placed on file.

18.47. The following capitalization is followed in all courtwork:

Circuit Court	Court of Appeals	John Smith, U.S. marshal
Circuit Court for the Southern District	Court of Customs and Patent Appeals	for the Northern District Southern District
Circuit Court of the United States for the Southern District of New York	Court of Claims District Court	Sixth Circuit Superior Court
County Court	Emergency Court of Appeals	Supreme Bench Tax Court

18.48. Unless otherwise indicated, covers and captions in briefs are single leaded at all times. Signatures are also single leaded, even in briefs set double leaded.

[Cover for briefs]

No. 738

In the Supreme Court of the United States

OCTOBER TERM, 1966

BIG LAKE OIL COMPANY, PETITIONER

[3 leads]

v.

[3 leads]

D. B. HEINER, COLLECTOR OF INTERNAL REVENUE FOR THE
TWENTY-THIRD DISTRICT OF PENNSYLVANIA*ON PETITION FOR WRIT OF CERTIORARI TO THE UNITED STATES
COURT OF APPEALS FOR THE THIRD CIRCUIT*

BRIEF FOR THE RESPONDENT IN OPPOSITION

[Caption for briefs]

In the Supreme Court of the United States

OCTOBER TERM, 1966

No. 738

BIG LAKE OIL COMPANY, PETITIONER

v.

D. B. HEINER, COLLECTOR OF INTERNAL REVENUE FOR THE
TWENTY-THIRD DISTRICT OF PENNSYLVANIA*ON PETITION FOR WRIT OF CERTIORARI TO THE UNITED STATES
COURT OF APPEALS FOR THE THIRD CIRCUIT*

BRIEF FOR THE RESPONDENT IN OPPOSITION

In briefs, agencies may request ZIP code numbers in a signature on cover and
at end of brief.JOHN SMITH,
Attorney,
Department of Justice,
Washington, D.C. 20530.

[Cover for Circuit Court briefs]

No. 11266

**In the ¹ United States Court of Appeals
for the ¹ Sixth Circuit**

[Case number is carried at this point in captions over text]

NATIONAL LABOR RELATIONS BOARD, PETITIONER

v.

S. H. KRESS & COMPANY, RESPONDENT

ON PETITION FOR ENFORCEMENT OF AN ORDER OF THE
NATIONAL LABOR RELATIONS BOARD ²

BRIEF FOR THE NATIONAL LABOR RELATIONS BOARD ³GEORGE J. BOTT,⁴*General Counsel,*

SAMUEL M. SINGER,

ROBERT G. JOHNSON,

*Attorneys,**National Labor Relations Board.*

To be argued by:

MARCEL MALLET-PREVOST,

Attorney.⁵

¹ "In the" and "for the" are not used in briefs for the Tenth Circuit, except for Tax Division briefs, in which these words are to be supplied. They are also to be supplied in briefs for all other circuit courts.

² In briefs for Second Circuit, set in 10-point italic.

³ In briefs for Second Circuit, set in case 132 if 1 line and in case 212 to avoid 2 lines.

⁴ In briefs for Second Circuit, set name in 12-point caps and small caps and title in italic.

⁵ In Second Circuit briefs, set in 12-point.

NOTES

1. Unless otherwise specified (see note 4), all courtwork is set 25 picas wide, 12-point double leaded, except briefs (including cover) which may be set 11-point single leaded to avoid excess length. Transcripts are set 11-point single leaded, including cover.

2. Indexes for 12-point briefs are set 10-point single leaded; 11-point briefs, 8-point leaded.

3. Footnotes for 12-point briefs are set in 10 point; 11-point briefs, 8-point footnotes.

4. Tenth Circuit briefs are set 30 picas wide.

5. Tables are set 6-point leaded, with 6-point solid boxheads.

[Cover for briefs]

No. 49112

In the United States Court of Claims

OTIS THORNTON, INDIVIDUALLY, AND OTIS THORNTON
AS THE SURVIVING MEMBER OF AND IN BEHALF OF
BOSWELL-KAHN-THORNTON COMMISSION CO. AND
KAHN AND THORNTON COMMISSION CO., PLAINTIFF

v.

UNITED STATES OF AMERICA, DEFENDANT

BRIEF FOR THE UNITED STATES

HOLMES BALDRIDGE,
Assistant Attorney General,

ANDREW D. SHARPE,

ELLIS N. SLACK,

Special Assistants to the Attorney General,

JOHN A. REES, Jr.,

Attorney.

BREAKDOWN OF DISPLAY HEADS IN BRIEFS

Supreme Court

CASE 2 CAPS

I

12-POINT SMALL CAPS

10-POINT SMALL CAPS

10-point lowercase italic

10-point lowercase

12-point lowercase italic (run-in sidehead)

Circuit courts

CASE 2 CAPS¹

I. Case 131 lowercase

A. Case 130 lowercase

1. *Case 130 lowercase italic* (with roman figure "1")

a. *12-point lowercase italic* (centered or run-in sidehead)

12-point lowercase (centered or run-in sidehead)

¹ Second Circuit, Case 131 Caps.

[Cover for briefs]

BRIEF FOR RESPONDENT**United States Court of Appeals**

FOR THE DISTRICT OF COLUMBIA CIRCUIT

No. 10530

IDAHO POWER COMPANY, PETITIONER

v.

FEDERAL POWER COMMISSION, RESPONDENT

ON PETITION TO REVIEW ORDERS OF THE FEDERAL POWER
COMMISSION

BRADFORD ROSS,

General Counsel,

WILLARD W. GATCHELL,

Assistant General Counsel,

JOHN C. MASON,

*Attorney,**Counsel for Respondent,**Federal Power Commission, Washington, D.C.***EXAMPLES OF CUT-IN AND RUN-IN FOLIOS**

11 In Supreme Court of District of Columbia

be considered, in justice and equity as a loss sustained by the corpo-
ration in producing or in preparing to produce pyrites.25 The respondent says that the Secretary of the Interior did hear,
consider, and determine that question, and that he found as a
matter of fact that the Pratts were entitled to receive the * * *.[224] LONNIE SMETHERS (Board witness).

[225] DIRECT EXAMINATION

[107] By Mr. SMITH: _____[126] Q. Did you ever see Mr. Dougherty or Mr. Gullion come out?Q. Then, it is your testimony, is it, that the time you got up, and the
machinery was shut down?—[109] A. Yes, sir.Q. Yes; tell us about it?—A. We started out with a certain number, I
believe it was 12 packers * * * Gullion would [127] hire them * * *.he had been doing in the past, and that was about where that con-
versa-[204]tion was left; and so far as the office employees are * * *.

[Cover for briefs]

In the United States Court of Customs and Patent Appeals

Patent Appeal No. 5648

IN RE HARKER H. HITTSON—IMPROVEMENT IN ROAD
GRADER

BRIEF FOR THE COMMISSIONER OF PATENTS

W. W. COCHRAN,
Solicitor, U.S. Patent Office.

E. L. REYNOLDS,
Of Counsel.

[Supreme Court decisions]

SUPREME COURT OF THE UNITED STATES

No. 295.—OCTOBER TERM, 1960.

Colonel Henry S. Robertson, President, Army Review Board, Petitioner, <i>v.</i> Robert H. Chambers.	}	On Writ of Certiorari to the United States Court of Appeals for the District of Colum- bia Circuit.
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[April 9, 1961.]

MR. JUSTICE DOUGLAS delivered the opinion of the Court.

Respondent, a former captain in the Army, was honorably discharged for physical disability and without retirement pay, as the result of a decision by an Army Retiring

In the United States Court of Claims

No. 284-63

(Filed Oct. 24, 1966)

ANDREW ALFORD v. THE UNITED STATES

REPORT OF COMMISSIONER TO THE COURT*

Loren K. Olson, attorney of record for plaintiff. *Richard H. Speidel* and *Charles Hieken*, of counsel.

Michael T. Platt, with whom was *Assistant Attorney General John W. Douglas*, for defendant.

OPINION

LANE, *Commissioner*: This is a patent suit under Title 28 U.S.C. § 1498, in which plaintiff seeks to recover reasonable

* * * * *

Respectfully submitted,

[Supreme Court—Transcripts of record]

SUPREME COURT OF THE UNITED STATES

OCTOBER TERM, 1966

No. 439

JAMES C. DAVIS, DIRECTOR GENERAL OF RAILROADS,
AND AGENT UNDER SECTION 206 OF TRANSPORTATION
ACT OF 1920, PETITIONER

vs.

MRS. MAUDE E. GREEN, ADMINISTRATRIX OF THE
ESTATE OF JESSE GREEN, DECEASED

ON PETITION FOR WRIT OF CERTIORARI TO THE SUPREME
COURT OF THE STATE OF MISSISSIPPI

INDEX

[Set index in 8-point leaded]

*The opinion, findings of fact, and recommended conclusion of law are submitted under the order of reference and Rule 57(a).

¹ Decisions follow same general style.

² Footnotes and references are followed even if numbers are duplicated on same page. Place first footnote near reference, second footnote at bottom of page.

[Opinions—U.S. Court of Appeals for the District of Columbia]

United States Court of Appeals

[3 leads]
FOR THE DISTRICT OF COLUMBIA CIRCUIT

No. 6430

ROBERT N. HARPER, APPELLANT

[3 leads]

v.

[3 leads]

AUGUSTUS P. CRENSHAW, JR., AND JO V. MORGAN, AS ADMINISTRATORS OF THE ESTATE OF AUGUSTUS P. CRENSHAW, DECEASED; GEORGE W. LIPSCOMB; ET AL.

Appeal from the United States District Court for the District of Columbia

Argued October 16, 1937—Decided January 20, 1938

William C. Sullivan, of Washington, D.C., for appellant.

George C. Gertman, Roger J. Whiteford, Arthur P. Drury, Hugh Hay O'Bear, James O'D. Moran, A. Coulter Wells, W. N. Tobriner, Leon Tobriner, Selig C. Brez, Benjamin S. Minor, and H. Prescott Gatley, all of Washington, D.C., for appellees.

Before MARTIN, Chief Justice, and ROBB, VAN ORSDEL, GRONER, and STEPHENS, Associate Justices ¹

MARTIN, *Chief Justice*: This appeal is taken from an order and decree of the lower court sustaining a motion to dismiss the bill of complaint filed in that court by the appellant as plaintiff against the various appellees as defendants.

In the bill the plaintiff, Harper, alleges in substance that * * *

* * * * *

Reversed and remanded.

A true copy.

Test: ²

[2 slugs]
Clerk, U.S. Court of Appeals
for the District of Columbia.

¹ C.J. and J.J. when in copy.

² As in copy.

NOTE.—Headings will be prepared in accordance with this sample, and copy of opinion proper will be followed literally, but titles of cases will be italicized, using roman "v." for *versus*. Quotations, which in the copy are indented, will be set in 8 point, full measure, enclosed in quotation marks if so in copy. Do not cut or mutilate copy in any way.

[Opinions—Circuit Courts of Appeals, all circuits]

UNITED STATES COURT OF APPEALS FOR THE¹ FOURTH
CIRCUIT

No. 3747

THE UNITED STATES OF AMERICA, APPELLANT

[3 leads]

v.

[3 leads]

LOUISE EARWOOD, AS GUARDIAN OF THOMAS CALEB EARWOOD AND
MAE EARWOOD, APPELLEESAppeal from the District Court of the United States for the Southern
District of West Virginia, at Huntington. At lawArgued January 14, 1938—Decided April 2, 1938²March 22, 1938²Before NORTHCOTT and SOPER, Circuit Judges, and GLENN, District
Judge*Mr. W. N. Ivie*, U.S. Attorney (*Mr. Cleveland Cabler*, Regional
Attorney, Veterans' Bureau, and *Mr. G. T. Sullis*, Assistant U.S.
Attorney, were with him on the brief), for appellant.*Mr. W. R. Donham* and *Mr. W. W. Shepherd* filed brief for appellees.*Opinion of the court*³NORTHCOTT, *Circuit Judge*: This is an action at law brought in the
District Court of the United States for the Southern District of West

* * * * *

The judgment is reversed and the cause is remanded for further
and not inconsistent proceedings.*Affirmed.*

A true copy.

Teste:²

[Two slugs]

*Clerk of the U.S. Circuit Court of
Appeals for the Fourth Circuit.*¹ Supply "for the" when not in copy.² As in copy.³ Do not supply if not in copy.

19. USEFUL TABLES

GEOLOGIC TERMS

[With suggestions by U.S. Geological Survey]

For capitalization, compounding, and use of quotations in geologic terms, copy is to be followed. The list below exemplifies common usage of both rock and time terms. The term *red beds* has been used to designate certain rocks of mixed lithologic character that are predominantly red; as a unit modifier the use should be *red-bed*. The terms lower, middle, and upper (referring to rocks) are capitalized only as indicated in the list (Upper Devonian, lower Tertiary, lower Paleozoic); similarly, the terms early, middle, and late (referring to time) are capitalized only as indicated. A formal geologic term is capitalized: Devonian System, Pliocene Series, San Rafael Group, Morrison Formation, Fayetteville Shale, Wedington Sandstone Member, Wisconsin Glaciation, Tazewell Stage. (Geologic terms quoted verbatim from published material should be left as the original author used them; however, it should be made clear that the usage is that of the original author.) A structural term such as arch, anticline, syncline, dome, uplift, or basin is not capitalized even if preceded by a name: Cincinnati arch, Cedar Creek anticline, Ozark uplift, Michigan basin. (A physiographic term that is preceded by a name is capitalized: Bighorn Basin, Half Dome.)

Alexandrian	glacial:	Mississippian:	Permian:
Animikie	interglacial	Upper, Late	Upper, Late
Atoka	postglacial	Lower, Early	Lower, Early
Belt	preglacial	Missouri	Pleistocene
Cambrian:	Glenarm	Mohawkian	Pliocene:
Upper, Late	Grand Canyon	Morrow	upper, late
Middle, Middle	Grenville	Niagara	middle, middle
Lower, Early	Guadalupe	Ochoa	lower, early
Carboniferous	Gulf	Ocoee	Precambrian:
Systems	Gunnison River	Oligocene:	upper
Cayuga	Jurassic:	upper, late	middle
Cenozoic	Upper, Late	middle, middle	lower
Cincinnatian	Middle, Middle	lower, early	Quaternary
Chester	Lower, Early	Osage	red beds
Comanche	Keweenawan	Ordovician:	Recent
Cretaceous:	Kinderhook	Upper, Late	Shasta
Upper, Late	Leonard	Middle, Middle	Silurian:
Lower, Early	Little Willow	Lower, Early	Upper, Late
Des Moines	Llano	Pahrump	Middle, Middle
Devonian:	Meramec	Paleocene:	Lower, Early
Upper, Late	Mesozoic:	upper, late	St. Croixan
Middle, Middle	pre-Mesozoic	middle, middle	Tertiary
Lower, Early	post-Mesozoic	lower, early	Triassic:
Eocene:	Miocene:	Paleozoic	Upper, Late
upper, late	upper, late	Pennsylvanian:	Middle, Middle
middle, middle	middle, middle	Upper, Late	Lower, Early
lower, early	lower, early	Middle, Middle	Virgil
		Lower, Early	Wolfcamp
			Yavapai

PHYSIOGRAPHIC TERMS

[With suggestions by U.S. Geological Survey]

The following list of physical divisions of the United States has been approved by the Association of General Geographers and should be used as a guide to capitalization. The general terms *province* and *section*, used in the common-

noun sense, are not capitalized; the other terms are proper names and are therefore capitalized.

PHYSICAL DIVISIONS OF THE UNITED STATES

Major division	Province	Section
Laurentian Upland.....	Superior Upland.....	
Atlantic Plain.....	Continental Shelf.....	
	Coastal Plain.....	Embayed section. Sea Island section. Floridian section. East Gulf Coastal Plain. Mississippi Alluvial Plain. West Gulf Coastal Plain.
Appalachian Highlands.....	Piedmont province.....	Piedmont Upland. Piedmont Lowland. Northern section. Southern section. Tennessee section. Middle section. Hudson Valley.
	Blue Ridge province.....	Champlain section. Northern section.
	Valley and Ridge province.....	Mohawk section. Catskill section. Southern New York section. Allegheny Mountain section. Kanawha section. Cumberland Plateau. Cumberland Mountain section. Seaboard Lowland.
	St. Lawrence Valley.....	New England Upland. White Mountain section. Green Mountain section. Taconic section.
	Appalachian Plateaus.....	
	New England province.....	
Interior Plains.....	Adirondack province.....	
	Interior Low Plateaus.....	Highland Rim. Lexington Plain. Nashville Basin. Eastern lake section. Western lake section. Wisconsin Driftless section. Till Plains. Dissected Till Plains. Osage Plains. Missouri Plateau, glaciated. Missouri Plateau, unglaciated. Black Hills. High Plains. Plains Border. Colorado Piedmont. Raton section. Pecos Valley. Edwards Plateau. Central Texas section. Springfield-Salem plateaus. Boston "Mountains." Arkansas Valley. Ouachita Mountains.
	Central Lowland.....	
	Great Plains.....	
Interior Highlands.....	Ozark Plateaus.....	
	Ouachita province.....	
Rocky Mountain System.....	Southern Rocky Mountains.....	
	Wyoming Basin.....	
	Middle Rocky Mountains.....	
	Northern Rocky Mountains.....	
Intermontane Plateaus.....	Columbia Plateaus.....	Walla Walla Plateau. Blue Mountain section. Payette section. Snake River Plain. Harney section. High Plateaus of Utah. Uinta Basin. Canyon Lands. Navajo section. Grand Canyon section. Datil section. Great Basin. Sonoran Desert. Salton Trough. Mexican Highland. Sacramento section. Northern Cascade Mountains. Middle Cascade Mountains. Southern Cascade Mountains. Sierra Nevada.
	Colorado Plateaus.....	
	Basin and Range province.....	
Pacific Mountain System.....	Sierra-Cascade Mountains.....	

PHYSICAL DIVISIONS OF THE UNITED STATES—Continued

Major division	Province	Section
Pacific Mountain System—Con.	Pacific Border province.....	Puget Trough. Olympic Mountains. Oregon Coast Range. Klamath Mountains. California Trough. California Coast Ranges. Los Angeles Ranges.
	Lower Californian province.....	

PRINCIPAL AND GUIDE MERIDIANS AND BASE LINES OF THE UNITED STATES

First, second, etc., standard parallel.	Judith guide meridian. (Mont.)
First, second, etc., guide meridian.	Kanab guide meridian. (Utah.)
First, second, etc., principal meridian.	Kolob guide meridian. (Utah.)
Auxiliary (first, second, etc.) meridian.	Little Porcupine guide meridian. (Mont.)
Ashley guide meridian. (Utah.)	Louisiana meridian. (La.)
Beaverhead guide meridian. (Mont.)	Maginnis guide meridian. (Mont.)
Belt Mountain guide meridian. (Mont.)	Michigan meridian. (Mich.-Ohio.)
Big Hole guide meridian. (Mont.)	Mount Diablo base line. (Calif.-Nev.)
Bitterroot guide meridian. (Mont.)	Mount Diablo meridian. (Calif.-Nev.)
Black Hills base line. (S. Dak.)	Musselshell guide meridian. (Mont.)
Black Hills guide meridian. (S. Dak.)	Navajo base line. (Ariz.-N. Mex.)
Boise meridian. (Idaho.)	Navajo meridian. (Ariz.-N. Mex.)
Boulder guide meridian. (Mont.)	New Mexico guide meridian. (N. Mex.-Colo.)
Browning guide meridian. (Mont.)	New Mexico principal meridian. (N. Mex.-Colo.)
Buffalo Creek guide meridian. (Mont.)	Panguitch guide meridian. (Utah.)
Carson River guide meridian. (Nev.)	Passamari guide meridian. (Mont.)
Castle Valley guide meridian. (Utah.)	Pine Valley guide meridian. (Utah.)
Chickasaw meridian. (Miss.)	Principal meridian. (Mont.)
Choctaw base line. (Miss.)	Red Rock guide meridian. (Mont.)
Choctaw meridian. (Miss.)	Reese River guide meridian. (Nev.)
Cimarron meridian. (Okla.)	Ruby Valley guide meridian. (Nev.)
Colorado guide meridian. (Utah.)	St. Helena meridian. (La.)
Columbia guide meridian. (Wash.)	St. Stephens base line. (Ala.-Miss.)
Colville guide meridian. (Wash.)	St. Stephens meridian. (Ala.-Miss.)
Copper River meridian. (Alaska.)	Salt Lake meridian. (Utah.)
Coulson guide meridian. (Mont.)	San Bernardino base line. (Calif.)
Deer Lodge guide meridian. (Mont.)	San Bernardino meridian. (Calif.)
Deschutes meridian. (Oreg.)	Sevier Lake guide meridian. (Utah.)
Emery Valley guide meridian. (Utah.)	Seward meridian. (Alaska.)
Fairbanks meridian. (Alaska.)	Shields River guide meridian. (Mont.)
Flathead guide meridian. (Mont.)	Smith River guide meridian. (Mont.)
Fort Belknap guide meridian. (Mont.)	Snake Valley guide meridian. (Utah.)
Fremont Valley guide meridian. (Utah.)	Square Butte guide meridian. (Mont.)
Gila and Salt River meridian. (Ariz.)	Sweet Grass guide meridian. (Mont.)
Grand River guide meridian. (Utah.)	Tallahassee meridian. (Fla.)
Grande Ronde guide meridian. (Oreg.)	Teton guide meridian. (Mont.)
Green River guide meridian. (Utah.)	Uinta special meridian. (Utah.)
Haystack Butte guide meridian. (Mont.)	Ute principal meridian. (Colo.)
Helena guide meridian. (Mont.)	Valley Creek guide meridian. (Mont.)
Henry Mountain guide meridian. (Utah.)	Wah Wah guide meridian. (Utah.)
Horse Plains guide meridian. (Mont.)	Washington meridian. (Miss.)
Humboldt meridian. (Calif.)	Willamette meridian. (Oreg.-Wash.)
Humboldt River guide meridian. (Nev.)	Willow Springs guide meridian. (Utah.)
Huntsville meridian. (Ala.-Miss.)	Wind River meridian. (Wyo.)
Indian meridian. (Okla.)	Yantic guide meridian. (Mont.)
Jefferson guide meridian. (Mont.)	Yellowstone guide meridian. (Mont.)

PRINCIPAL FOREIGN COUNTRIES, TITLES OF CHIEFS OF STATE, NAMES OF LEGISLATIVE BODIES, ETC.

[With suggestions by the Department of State and the Board on Geographic Names]

Country	Chief of state	Legislative body	Form of government	Capital
Afghanistan	King	Parliament: Senate, National Assembly	Constitutional Monarchy	Kabul (Kâbul)
Albania	President of the Presidency	People's Assembly (unicameral)	People's Republic	Tirana (Tiranë)
Algeria	Bishop of Urgel (Spain)	National Assembly (suspended)	Republic	Algiers
Andorra	President of the French Republic	General Council of the Valleys (unicameral)	Coprinceduality	Andorra
Argentina	President	National Congress: Senate, Chamber of Deputies (dissolved)	Republic	Buenos Aires
Australia	Queen (represented by Governor General)	Federal Parliament: Senate, House of Representatives	Commonwealth	Canberra
Austria	President	Parliament: Federal Council (Bundesrat), National Council (Nationalrat)	Federal Republic	Vienna (Wien)
Barbados	Queen (represented by Governor General)	Parliament: Senate, House of Assembly	Parliamentary State	Bridgetown
Belgium	King	Parliament: Senate, Chamber of Representatives	Constitutional Monarchy	Brussels (Bruxelles, Brussel)
Bhutan	Maharaja	Advisory Assembly	Kingdom	Thimphu
Bolivia	President	Congress: Senate, Chamber of Deputies	Republic	Sucre, legal capital; La Paz, seat of government
Botswana	do	Parliament: House of Chiefs, National Assembly	do	Gaborone
Brazil	do	Congress: Senate, Chamber of Deputies	Federal Republic	Brasilia
Bulgaria	President of the Presidency	National Assembly (unicameral)	People's Republic	Sofia (Sofiya)
Burma	Chairman of the Revolutionary Council	Parliament: Chamber of Deputies, Chamber of Nationalities (dissolved)	Republic	Rangoon
Burundi	King (Mwami)	National Assembly (unicameral)	Constitutional Monarchy	Bujumbura
Cambodia	Chief of State	Parliament: Council of the Kingdom, National Assembly	do	Phnom Penh
Cameroon	President	Federal National Assembly (unicameral)	Federal Republic	Yaoundé
Canada	Queen (represented by Governor General)	Parliament: Senate, House of Commons	Parliamentary State	Ottawa
Central African Republic	Queen (represented by Governor General)	National Assembly (unicameral) (dissolved)	Republic	Bangui
Ceylon	President	Parliament: Senate, House of Representatives	Parliamentary State	Colombo
Chad	Governor General	National Assembly (unicameral)	Republic	Fort-Lamy
Chile	do	National Congress: Senate, Chamber of Deputies	do	Santiago
China	do	Legislative Yuan (Chamber) (unicameral)	do	Taipei (T'ai-pei) Taiwan
Colombia	do	Congress: Senate, House of Representatives	do	Bogotá
Congo, Republic of	do	National Assembly (unicameral)	do	Brazzaville
Congo, Democratic Republic of the	do	Parliament: Senate, House of Representatives	do	Kinshasa
Costa Rica	do	Legislative Assembly (unicameral)	do	San José
Cuba	do	None	Socialist Republic	Havana (La Habana)
Cyprus	do	House of Representatives (unicameral)	Republic	Nicosia
Czechoslovakia	do	National Assembly (unicameral)	Socialist Republic	Prague (Praha)
Dahomey	do	National Assembly (unicameral) (suspended)	Republic	Porto Novo
Denmark	King	Parliament (Folketinget) (unicameral)	Constitutional Monarchy	Copenhagen (København)

Dominican Republic.	President.	Congress: Senate, House of Deputies	Republic.	Santo Domingo.
Ecuador.	do.	Senate, Chamber of Deputies (suspended)	do.	Quito.
El Salvador.	do.	Legislative Assembly (unicameral)	do.	San Salvador.
Estonia ¹ .	Emperor.	Parliament: Senate, Chamber of Deputies	do.	Tallinn.
Ethiopia.	do.	Parliament: Senate, Chamber of Deputies	Empire.	Addis Ababa (Addis Ababâ).
Finland.	President.	Parliament (Eduskunta) (unicameral)	Republic.	Helsinki (Helsingfors).
France.	do.	Parliament: Senate, National Assembly	do.	Paris.
Gabon.	do.	National Assembly (unicameral)	do.	Libreville.
Gambia, The.	Queen represented by Governor General).	House of Representatives (unicameral)	Parliamentary State.	Bathurst.
Germany, Federal Republic of. ²	President.	Parliament: Federal Council (Bundesrat), Federal Assembly (Bundestag).	Federal Republic.	Bonn.
Ghana.	President (suspended).	National Assembly (unicameral) (suspended).	Republic.	Accra.
Greece.	King.	Parliament (Vouli) (unicameral)	Constitutional Monarchy	Athens (Athina).
Guatemala.	President.	Congress (unicameral)	Republic.	Guatemala City (Guatemala).
Guinea.	do.	National Assembly (unicameral)	do.	Conakry.
Guyana.	Queen (represented by Governor General).	Parliament: House of Assembly (unicameral)	Parliamentary State.	Georgetown.
Haiti.	President.	Legislative Chamber (unicameral)	Republic.	Port-au-Prince.
Honduras.	do.	Congress (unicameral)	do.	Tegucigalpa.
Hungary.	President of the Presidential Council.	National Assembly (unicameral)	People's Republic.	Budapest.
Iceland.	President.	Parliament (Althing): Upper Chamber (Efi Delid), Lower Chamber (Neore Delid).	Republic.	Reykjavik.
India.	do.	Parliament: Council of States (Rajya Sabha), House of the People (Lok Sabha).	do.	New Delhi.
Indonesia.	do.	Parliament (unicameral)	do.	Djakarta.
Iran.	King (Shahanshab)	Parliament: Senate, National Assembly (Majlis)	Constitutional Monarchy	Tehran (Tehrân).
Iraq.	President.	Parliament: Senate, Chamber of Deputies (abolished)	Republic.	Baghdad (Baghdâd).
Ireland.	do.	National Parliament (Oireachtas): Senate (Seanad Eireann) House of Representatives (Dail Eireann).	do.	Dublin.
Israel.	do.	Parliament (Knesset) (unicameral)	do.	Tel Aviv ³ .
Italy.	do.	Parliament: Senate, Chamber of Deputies	do.	Rome (Roma).
Ivory Coast.	do.	National Assembly (unicameral)	do.	Abidjan.
Jamaica.	Queen (represented by Governor General).	Parliament: Senate, House of Representatives	Parliamentary State.	Kingston.
Japan.	Emperor.	Diet: House of Councillors, House of Representatives.	Constitutional Monarchy	Tokyo (Tôkyô).
Jordan.	King.	Parliament: Senate, Chamber of Deputies	do.	Amman (Amman.).
Kenya.	President.	Parliament: Senate, House of Representatives	Republic.	Nairobi.
Korea.	do.	National Assembly (unicameral)	do.	Seoul (Soul).
Kuwait.	Amir.	do.	Monarchy (Amiraté)	Kuwait.
Laos.	King.	Legislature: King's Council, National Assembly	Constitutional Monarchy	Vientiane.
Latvia ¹ .	do.	Chamber of Deputies (unicameral)	Republic.	Riga (Rigâ).
Lebanon.	President.	Parliament: Senate, National Assembly	do.	Beirut (Bayrût).
Lesotho.	King.	Congress: Senate, House of Representatives	Constitutional Monarchy	Maseru.
Liberia.	President.	do.	Republic.	Monrovia.

See footnotes at end of table.

PRINCIPAL FOREIGN COUNTRIES, TITLES OF CHIEFS OF STATE, NAMES OF LEGISLATIVE BODIES, ETC.—Continued

Country	Chief of state	Legislative body	Form of government	Capital
Libya.....	King.....	Parliament: Senate, House of Representatives.....	Constitutional Monarchy.....	Cocapitals: Benghazi (Banghazi), Tripoli (Tarābulus). Administrative center: Baida (Al Baydā). Vaduz.
Liechtenstein.....	Prince.....	Diet (unicameral)do.....	Kaunas.
Lithuania.....	President.....	Chamber of Deputies (unicameral)	Republic	Luxembourg.
Luxembourg.....	Grand Duke.....	Parliament: Senate, National Assembly	Constitutional Monarchy	Tananarive.
Malagasy Republic.....	President.....	National Assembly (unicameral)do.....	Zomba.
Malawi.....do.....	Parliament: Senate, House of Representatives	Constitutional Monarchy	Kuala Lumpur.
Malaysia.....	Paramount Ruler.....	Legislative Council (Majlis) (unicameral)do.....	Male.
Maldives Islands.....	Sultan.....	National Assembly (unicameral)	Republic	Bamako.
Mali.....	President.....	House of Representatives (unicameral)	Parliamentary State	Valetta.
Malta.....	Queen (represented by Governor General)	National Assembly (unicameral)do.....	Nouakchott.
Mauritania.....	President.....	Congress: Senate, Chamber of Deputies	Federal Republic	Mexico City (Ciudad de México).
Mexico.....do.....	National Council (unicameral)	Constitutional Monarchy	Monaco.
Monaco.....	Prince.....	Parliament: Chamber of Councillors, House of Representatives.do.....	Rabat.
Morocco.....	King.....	Absolute Monarchy	Sultanate	Muscat (Masqa); Salalah, Sultan's residence.
Muscat and Oman.....	Sultan.....	National Assembly (Panchayat) (unicameral)	Monarchy	Katmandu (Kātmāndū).
Nepal.....	King.....	States-General: First-Chamber, Second-Chamber	Constitutional Monarchy	Capital, Amsterdam. Seat of government, The Hague ('s Gravenhage).
Netherlands.....	Queen.....	Parliament: House of Representatives (unicameral)	Parliamentary State	Wellington.
New Zealand.....	Queen (represented by Governor General)	Congress: Senate, House of Deputiesdo.....	Managua.
Nicaragua.....	President.....	National Assembly (unicameral)do.....	Niamey.
Niger.....do.....	Parliament: Senate, House of Representatives (suspended)	Federal Republic	Lagos.
Nigeria.....	President (suspended)	Parliament (Storming): Lagos, Odeiling *	Constitutional Monarchy	Oslo.
Norway.....	King.....	National Assembly (unicameral)do.....	Rawalpindi, temporary pending completion of capital at Islamabad.
Norway.....	President.....do.....	Republic	Panama.
Pakistan.....do.....	Chamber of Deputies (unicameral)do.....	Asunción.
Pakistan.....	President.....	Congress: Senate, Chamber of Deputiesdo.....	Lima.
Pakistan.....do.....	Congress: Senate, House of Representativesdo.....	Quezon City. Seat of government, Manila.
Pakistan.....do.....	Parliament (Sejm) (unicameral)	People's Republic	Warsaw (Warszawa).
Poland.....	President of Council of State.	National Assembly (unicameral)do.....	Republik.
Portugal.....	President.....	Grand National Assembly (unicameral)do.....	Lisbon (Lisboa).
*Rumania.....	President of Council of State.	National Assembly (unicameral)	Socialist Republic	Bucharest (București).
Rwanda.....	President.....	Grand and General Council (unicameral)do.....	Kigali.
Rwanda.....	Captains-Regent 2do.....do.....	San Marino.

Saudi Arabia	King	Absolute Monarchy	Monarchy	Riyadh (Ar Riyad), diplomatic center. Dakar. Freetown.
Senegal	President	National Assembly (unicameral)	Republic	
Sierra Leone	Queen (represented by Governor General)	House of Representatives (unicameral)	Parliamentary State	
Singapore	President	Legislative Assembly (unicameral)	Republic	Singapore.
Somali Republic	do	National Assembly (unicameral)	do	Mogadisho.
South Africa, Republic of	do	Parliament: Senate, House of Assembly	do	Pretoria. Legislative capital, Capetown.
Spain ⁶	Chief of State	Cortes (unicameral)	Monarchy	Madrid.
Sudan	President of Supreme Council of State	Constituent Assembly (unicameral)	Republic	Khartoum (Al Khurfain).
Sweden	King	Parliament (Riksdag): Upper Chamber, Lower Chamber. Federal Assembly (Bundversammlung); Council of States (Ständerat), National Council (Nationalrat).	Constitutional Monarchy	Stockholm.
Switzerland	President	National Council of the Revolution (unicameral)	Confederation	Bern.
Syria	Head of State	National Assembly (unicameral)	Republic	Damascus (Dimashq).
Tanzania	President	Constituent Assembly (unicameral)	do	Dar es Salaam.
Thailand	King	National Assembly (unicameral)	Constitutional Monarchy	Bangkok (Krung Thep).
Togo	President	National Assembly (unicameral)	Republic	Lomé.
Trinidad and Tobago	Queen (represented by Governor General)	Parliament: Senate, House of Representatives	Parliamentary State	Port-of-Spain.
Tunisia	President	National Assembly (unicameral)	Republic	Tunis.
Turkey	do	Grand National Assembly: Republican Senate, National Assembly.	do	Ankara.
Uganda	Chairman of the Presidium of Supreme Soviet	National Assembly (unicameral)	Parliamentary State	Kampala.
Union of Soviet Socialist Republics	President	Supreme Soviet: Soviet of the Union, Soviet of Nationalities.	Federation of Soviet Republics.	Moscow (Moskva).
United Arab Republic	Queen	National Assembly (unicameral)	Republic	Cairo (Al Qähira).
United Kingdom	President	Parliament: House of Lords, House of Commons.	Constitutional Monarchy	London.
Upper Volta	President	National Assembly (unicameral) (suspended)	Republic	Ouagadougou.
Uruguay	President of National Council	General Assembly: Senate, Chamber of Representatives	do	Montevideo.
Venezuela	President	Congress: Senate, Chamber of Deputies.	do	Caracas.
*Vietnam	Chairman of National Leadership Committee.	National Legislative Assembly (unicameral) (abolished)	do	Saigon (Sai Gon).
Western Samoa	Head of State	Parliament: Head of State, Legislative Assembly	Parliamentary State	Apia.
Yemen	President	Norac	Republic	Sana'a (San'a').
Yugoslavia	do	Federal Assembly: Federal Chamber, Organizational-Chamber of Education and Culture, Chamber of Social Welfare and Health, Economic Chamber.	Federal Socialist Republic	Belgrade (Beograd).
Zambia	do	National Assembly (unicameral)	Republic	Lusaka.

*The State Department and Board on Geographic Names preference for these countries are Romania and Viet-Nam.

¹ The United States has not recognized the Soviet regime in Estonia, Latvia, and Lithuania.

² In this table, the items in the entry for Germany apply to the Federal Republic of Germany, the government established in Western Germany. This government achieved sovereignty on May 5, 1955, under terms of the Paris treaties. The govern-

ment for Berlin functions in the American, British, and French sectors of occupation of Berlin, under authority of the Allied Kommandatura.

³ In 1950, the Israel Parliament proclaimed Jerusalem as the capital. The United States does not recognize Jerusalem as the capital and the United States Embassy continues to be located in Tel Aviv.

⁴ No accurate English equivalents.
⁵ The Law of Succession, July 27, 1947, declared that Spain was constituted a kingdom.

NOUNS AND ADJECTIVES DENOTING NATIONALITY

[Revised with suggestions by the Department of State]

Country or region	Noun (plural ending in parentheses)	Adjective
Afghanistan	Afghan(s)	Afghan.
Albania	Albanian(s)	Albanian.
Algeria	Algerian(s)	Algerian.
Andorra	Andorran(s)	Andorran.
Argentina	Argentine(s)	Argentine.
Australia	Australian(s)	Australian.
Austria	Austrian(s)	Austrian.
Barbados	Barbadian(s)	Barbadian.
Belgium	Belgian(s)	Belgian.
Bhutan	Bhutanese (singular, plural)	Bhutanese.
Bolivia	Bolivian(s)	Bolivian.
Botswana	Botswana (singular, plural)	Botswana.
Brazil	Brazilian(s)	Brazilian.
Bulgaria	Bulgarian(s)	Bulgarian.
Burma	Burman(s)	Burmese.
Burundi	Burundian(s)	Burundian.
Cambodia	Cambodian(s)	Cambodian.
Cameroon	Cameroonian(s)	Cameroonian.
Canada	Canadian(s)	Canadian.
Central African Republic	Central African(s)	Central African.
Ceylon	Ceylonese (singular, plural)	Ceylonese.
Chad	Chadian(s)	Chadian.
Chile	Chilean(s)	Chilean.
China	Chinese (singular, plural)	Chinese.
Colombia	Colombian(s)	Colombian.
Congo, Republic of (Brazzaville)	Congolese (singular, plural)	Congolese or Congo.
Congo, Democratic Republic of the (Kinshasa)	do.	Do.
Costa Rica	Costa Rican(s)	Costa Rican.
Cuba	Cuban(s)	Cuban.
Cyprus	Cypriot(s)	Cypriot.
Czechoslovakia	Czechoslovak(s)	Czechoslovak.
Dahomey	Dahomean(s)	Dahomean.
Denmark	Dane(s)	Danish.
Dominican Republic	Dominican(s)	Dominican.
Ecuador	Ecuadorean(s)	Ecuadorean.
El Salvador	Salvadoran(s)	Salvadoran.
Estonia	Estonian(s)	Estonian.
Ethiopia	Ethiopian(s)	Ethiopian.
Finland	Finn(s)	Finnish.
France	Frenchman (men)	French.
Gabon	Gabonese (singular, plural)	Gabonese.
Gambia, The	Gambian(s)	Gambian.
Germany, Federal Republic of	German(s)	German.
Ghana	Ghanaian(s)	Ghanaian.
Greece	Greek(s)	Greek.
Guatemala	Guatemalan(s)	Guatemalan.
Guinea	Guinean(s)	Guinean.
Guyana	Guyanese (singular, plural)	Guyanese.
Haiti	Haitian(s)	Haitian.
Honduras	Honduran(s)	Honduran.
Hungary	Hungarian(s)	Hungarian.
Iceland	Icelandic(s)	Icelandic.
India	Indian(s)	Indian.
Indonesia	Indonesian(s)	Indonesian.
Iran	Iranian(s)	Iranian.
Iraq	Iraqi(s)	Iraqi.
Ireland	Irishman (men), Irish (collective, plural)	Irish.
Israel	Israeli(s)	Israeli.
Italy	Italian(s)	Italian.
Ivory Coast	Ivoirian(s)	Ivoirian.
Jamaica	Jamaican(s)	Jamaican.
Japan	Japanese (singular, plural)	Japanese.
Jordan	Jordanian(s)	Jordanian.
Kenya	Kenyan(s)	Kenyan.
Korea	Korean(s)	Korean.
Kuwait	Kuwaiti(s)	Kuwaiti.
Laos	Lao (singular, plural)	Lao or Laotian.
Latvia	Latvian(s)	Latvian.
Lebanon	Lebanese (singular, plural)	Lebanese.
Lesotho	Basotho (singular, plural)	Basotho.
Liberia	Liberian(s)	Liberian.
Libya	Libyan(s)	Libyan.
Liechtenstein	Liechtensteiner(s)	Liechtenstein.
Lithuania	Lithuanian(s)	Lithuanian.
Luxembourg	Luxembourger(s)	Luxembourg.
Malagasy Republic	Malagasy (singular, plural)	Malagasy.
Malawi	Malawian(s)	Malawian.
Malaysia	Malaysian(s)	Malaysian.
Maldives Islands	Maldivian(s)	Maldivian.
Mali	Malian(s)	Malian.

NOUNS AND ADJECTIVES DENOTING NATIONALITY--Continued

Country or region	Noun (plural ending in parentheses)	Adjective
Malta	Maltese (singular, plural)	Maltese.
Mauritania	Mauritanian(s)	Mauritanian.
Mexico	Mexican(s)	Mexican.
Monaco	Monacan(s), Monegasque(s)	Monacan or Monegasque.
Morocco	Moroccan(s)	Moroccan.
Muscat and Oman	Muscati(s), Omani(s)	Muscati and Omani.
Nepal	Nepalese (singular, plural)	Nepalese.
Netherlands	Netherlander(s)	Netherlands.
New Zealand	New Zealander(s)	New Zealand.
Nicaragua	Nicaraguan(s)	Nicaraguan.
Niger	Nigeris (singular, plural)	Niger.
Nigeria	Nigerian(s)	Nigerian.
Norway	Norwegian(s)	Norwegi an.
Pakistan	Pakistani(s)	Pakistani.
Panama	Panamanian(s)	Panamanian.
Paraguay	Paraguayan(s)	Paraguayan.
Peru	Peruvian(s)	Peruvian.
Philippines	Filipino(s)	Philippine.
Poland	Pole(s)	Polish.
Portugal	Portuguese (singular, plural)	Portuguese.
*Rumania	Rumanian(s)	Rumanian.
Rwanda	Rwandan(s)	Rwandan.
San Marino	Sanmarinese (singular, plural)	Sanmarinese.
Saudi Arabia	Saudi	Saudi Arabian or Saudi.
Senegal	Senegalese (singular, plural)	Senegalese.
Sierra Leone	Sierra Leonean(s)	Sierra Leonean.
Singapore	Singaporean(s)	Singaporean.
Somali Republic	Somali(s)	Somali.
South Africa, Republic of	South African(s)	South African.
Spain	Spaniard(s)	Spanish.
Sudan	Sudanese (singular, plural)	Sudanese.
Sweden	Swede(s)	Swedish.
Switzerland	Swiss (singular, plural)	Swiss.
Syria	Syrian(s)	Syrian.
Tanzania	Tanzanian(s)	Tanzanian.
Thailand	Thai (singular, plural)	Thai.
Togo	Togolese (singular, plural)	Togolese.
Trinidad and Tobago	Trinidadian(s), Tobagan(s)	Trinidadian and Tob gan.
Tunisia	Tunisian(s)	Tunisian.
Turkey	Turk(s)	Turkish.
Uganda	Ugandan(s)	Ugandan.
Union of Soviet Socialist Republics	Soviet (s)	Soviet.
United Arab Republic	Egyptian(s)	United Arab Republic.
United Kingdom	Briton(s), British (collective plural)	British.
United States of America	American(s)	American.
Upper Volta	Upper Voltan(s)	Upper Voltan.
Uruguay	Uruguayan(s)	Uruguayan.
Venezuela	Venezuelan(s)	Venezuelan.
* Vietnam	Vietnamese (singular, plural)	Vietnamese.
Western Samoa	Western Samoan(s)	Western Samoan.
Yemen	Yemeni(s)	Yemeni.
Yugoslavia	Yugoslav(s)	Yugoslav.
Zambia	Zambian(s)	Zambian.

*The State Department and Board on Geographic Names preference for these countries are Romania and Viet-Nam.

FOREIGN MONEY

[Based on list of currency units and abbreviations provided by the International Monetary Fund and the Department of State]

Country or area	Basic monetary unit		Principal fractional unit	
	Name	Symbol	Name	Abbreviation or symbol
Afghanistan	Afghani	Afg.	Pul.	
Albania	Lek		Quintar	
Algeria	Dinar	AD	Centime	
Andorra	French Franc	Fr.	Centime	
	Spanish Peseta	Pta.	Centimo	
Argentina	Peso	M\$N	Centavo	Ctvo.
Australia	Dollar	A\$	Cent	
Austria	Schilling	S.	Groschen (S. & P.)	
Barbados	East Caribbean Dollar	EC\$	Cent	
Belgium	Franc	BF	Centime	
Bhutan	Indian Rupee	Rs.	Naya paisa	N.p.
Bolivia	Peso Boliviano	B\$	Centavo	Ctvo.
Botswana	South African Rand	R	Cent	
Brazil	Cruzeiro	Cr\$	Centavo	Ctvo.
Bulgaria	Lev		Stotinka (-ki)	
Burma	Kyat	K	Pya	
Burundi	Franc	RBF		
Cambodia	Riel		Sen	
Cameroon	CFA Franc	CFAF		
Canada	Dollar	Can\$	Cent	C, ct.
Central African Republic	CFA Franc	CFAF		
Ceylon	Rupee	Cey Rs.	Cent	
Chad	CFA Franc	CFAF		
Chile	Escudo	Esc.	Centesimo	
China	Yuan	NT\$	Fen.	
Colombia	Peso	Col\$	Centavo	Ctvo.
Congo, Republic of	CFA Franc	CFAF		
Congo, Democratic Republic of the	Franc	CF		
Costa Rica	Colón	CR¢	Centimo	Ctmo.
Cuba	Peso	Cub\$	Centavo	Ctvo.
Cyprus	Pound	C.£	Mil.	
Czechoslovakia	Koruna	Kc\$	Heller	
Dahomey	CFA Franc	CFAF		
Denmark	Krone	DKr.	Øre (S. & P.)	
Dominican Republic	Peso	RD\$	Centavo	Ctvo.
Ecuador	Sucre	ES/	Centavo	Ctvo.
El Salvador	Colón	ES¢	Centavo	Ctvo.
Estonia	Ruble		Kopek	
Ethiopia	Dollar	Eth\$	Cent	
Finland	Markka	Fmk	Penni (pennia)	Pia.
France	Franc	Fr.	Centime	
Gabon	CFA Franc	CFAF		
Gambia, The	Pound	WA.£	Shilling, penny (pence)	S., d.
Germany, Federal Republic of	Deutsche Mark	DM	Pfennig (S. & P.)	Pf.
Ghana	Cedi	¢	Pesawa	
Greece	Drachma	Dr.	Lepton (lepta)	
Guatemala	Quetzal (Quetzales)	Q	Centavo	Ctvo.
Guinea	Franc	G Fr.		
Guyana	Guyana Dollar	G\$ (or G)	Cent	
Haiti	Gourde	G	Centime	
Honduras	Lempira	L	Centavo	Ctvo.
Hungary	Forint	Ft.	Filler (S. & P.)	
Iceland	Króna (Krónur)	IKr.	Øre (S. & P.)	
India	Rupee	Rs.	Naya paisa	N.p.
Indonesia	Rupiah	Rp.	Sen (S. & P.)	
Iran	Rial	Rls.	Dinar	
Iraq	Dinar	ID	Fil	
Ireland	Pound	Ire.£	Shilling, penny (pence)	S., d.
Israel	Pound	IS£	Prutah (prutot)	
Italy	Lira (Lire)	Lit.	Centesimo (-mi)	Ctmo.
Ivory Coast	CFA Franc	CFAF		
Jamaica	Pound	J£	Shilling, penny (pence)	S., d.
Japan	Yen	¥	Sen (S. & P.)	
Jordan	Dinar	JD	Fil	
Kenya	E. African Shilling	EA Sh.	Cent	
Korea	Won		Chon	
Kuwait	Dinar	KD	Fil	
Laos	Kip	K	At	
Latvia	Ruble		Kopek	
Lebanon	Pound	LL	Piaster	
Lesotho	S. African Rand	R	Cent	
Liberia	Dollar	Lib\$	Cent	

FOREIGN MONEY—Continued

Country or area	Basic monetary unit		Principal fractional unit	
	Name	Symbol	Name	Abbreviation or symbol
Libya.....	Pound.....	LE.....	Piaster.....	
Liechtenstein.....	Swiss Franc.....		Centime.....	
Lithuania.....	Ruble.....		Kopek.....	
Luxembourg.....	Franc.....	Lux Fr.....	Centime.....	
Malagasy Republic.....	CFA Franc.....	CFAF.....		
Malawi.....	Pound.....	ME.....	Shilling, penny (pence).....	S., d.
Malaysia.....	Dollar.....	MS.....	Cent.....	
Maldivé Islands.....	Rupee.....	MRS.....	Lari.....	
Mali.....	Franc.....	MFr.....		
Malta.....	UK Pound.....	£.....		
Mauritania.....	CFA Franc.....	CFAF.....		
Mexico.....	Peso.....	Mex\$.....	Centava.....	Ctvo.
Monaco.....	French Franc.....	Fr.....	Centime.....	
Morocco.....	Dirham.....	DH.....	Franc.....	
Muscat and Oman.....	Gulf Rupee.....	GRs.....	Naya paisa.....	
Nepal.....	Rupee.....	NRs.....	Pie, pice.....	
Netherlands.....	Guilder.....	f.....	Cent.....	
New Zealand.....	Pound.....	NZE.....	Shilling, penny (pence).....	S., d.
Nicaragua.....	Córdoba.....	C\$.....	Centavo.....	Ctvo.
Niger.....	CFA Franc.....	CFAF.....		
Nigeria.....	Pound.....	N£.....	Shilling, penny (pence).....	S., d.
Norway.....	Krone.....	NKr.....	Öre (S. & P.).....	
Pakistan.....	Rupee.....	PRs.....	Paisa.....	
Panama.....	Balboa.....	B.....	Centesimo.....	Ctmo.
Paraguay.....	Guaraní.....	PG.....	Céntimo.....	Ctmo.
Peru.....	Sol (Soles).....	PS/.....	Centavo.....	Ctvo.
Philippines.....	Peso.....	P.....	Centavo.....	Ctvo.
Poland.....	Zloty.....	Zl.....	Grosz (grosze).....	
Portugal.....	Escudo.....	Esc.....	Centavo.....	
*Rumania.....	Lei.....		Ban (bani).....	
Rwanda.....	Franc.....	RBF.....		
San Marino.....	Italian Lira.....	Lit.....	Centesimo.....	
Saudi Arabia.....	Riyal.....	SRIs.....	Halala (S. & P.).....	
Senegal.....	CFA Franc.....	CFAF.....		
Sierra Leone.....	Leone.....	Le.....		
Singapore.....	Malaysian Dollar.....	M\$.....	Cent.....	
Somali Republic.....	Somali Shilling.....	SSh.....	Centesimo.....	
South Africa, Republic of.....	Rand.....	R.....	Cent.....	
Spain.....	Peseta.....	Pts.....	Céntimo.....	
Sudan.....	Pound.....	Sd£.....	Piaster.....	
Sweden.....	Krooa (Kronur).....	SKr.....	Öre.....	
Switzerland.....	Franc.....	Sw Fr.....	Centime.....	
Syria.....	Pound.....	S£.....	Piaster.....	
Tanzania.....	E. African Shilling.....	EA Sh.....	Cent.....	
Thailand.....	Baht.....	B.....	Satang.....	
Togo.....	CFA Franc.....	CFAF.....		
Trinidad and Tobago.....	TT Dollar.....	TT\$.....	Cent.....	
Tunisia.....	Dinar.....	D.....	Mil.....	
Turkey.....	Lira.....	TL.....	Kurus.....	
Uganda.....	Shilling.....	USh.....	Cent.....	
Union of Soviet Socialist Republics.....	Ruble.....		Kopek.....	
United Arab Republic.....	Pound.....	E£.....	Piaster.....	
United Kingdom.....	Pound.....	£.....	Shilling, penny (pence).....	S., d.
Upper Volta.....	CFA Franc.....	CFAF.....		
Uruguay.....	Peso.....	Ur\$.....	Centesimo.....	
Venezuela.....	Bolívar.....	Bs.....	Centimo.....	
*Vietnam.....	Piastre.....	VN\$.....	Centime.....	
Western Samoa.....	Australian Dollar.....	A\$.....	Cent.....	
Yemen.....	Imadi, Maria Theresa Thaler.....	MT\$.....	Bogsha.....	
Yugoslavia.....	Dinar.....	Din.....	Para.....	
Zambia.....	Pound.....	Z£.....	Shilling, penny (pence).....	S., d.

*The State Department and Board on Geographic Names preference for these countries are Romania and Viet-Nam.

METRIC TABLES

LENGTH

Myriameter.....	10,000 meters.....	6.2137 miles.....	Meter.....	1 meter.....	39.37 inches.
Kilometer.....	1,000 meters.....	0.62137 mile.....	Decimeter.....	0.1 meter.....	3.937 inches.
Hectometer.....	100 meters.....	328 feet 1 inch.....	Centimeter.....	0.01 meter.....	0.3937 inch.
Dekameter.....	10 meters.....	393.7 inches.....	Millimeter.....	0.001 meter.....	0.0394 inch.

AREA

Hectare.....	10,000 square meters.....	2.471 acres.
Are.....	100 square meters.....	119.6 square yards.
Centiare.....	1 square meter.....	1,550 square inches.

WEIGHT

Name	Number of grams	Volume corresponding to weight	Avoirdupois weight
Metric ton, millier or tonneau.....	1,000,000	1 cubic meter.....	2,204.6 pounds.
Quintal.....	100,000	1 hectoliter.....	220.46 pounds.
Myriagram.....	10,000	1 dekaliter.....	22.046 pounds.
Kilogram or kilo.....	1,000	1 liter.....	2.2046 pounds.
Hectogram.....	100	1 deciliter.....	3.5274 ounces.
Dekagram.....	10	10 cubic centimeters.....	0.3527 ounce.
Gram.....	1	1 cubic centimeter.....	15.432 grains.
Decigram.....	.1	0.1 cubic centimeter.....	1.5432 grains.
Centigram.....	.01	10 cubic millimeters.....	0.1543 grain.
Milligram.....	.001	1 cubic millimeter.....	0.0154 grain.

CAPACITY

Name	Number of liters	Metric cubic measure	U.S. measure	British measure
Kiloliter, or stere.....	1,000	1 cubic meter.....	1.308 cubic yards.....	1.308 cubic yards.
Hectoliter.....	100	0.1 cubic meter.....	2.838 bushels; 26.417 gallons.	2.75 bushels; 22.00 gallons.
Dekaliter.....	10	10 cubic decimeters.	1.135 pecks; 2.6417 gallons.	8.80 quarts; 2.200 gallons.
Liter.....	1	1 cubic decimeter..	0.908 dry quart; 1.0567 liquid quarts.	0.880 quart.
Deciliter.....	.1	0.1 cubic decimeter.	6.1023 cubic inches; 0.845 gill.	0.704 gill.
Centiliter.....	.01	10 cubic centimeters.	0.6102 cubic inch; 0.338 fluid ounce.	0.352 fluid ounce.
Milliliter.....	.001	1 cubic centimeter.	0.061 cubic inch; 0.271 fluid dram.	0.284 fluid dram.

COMMON MEASURES AND THEIR METRIC EQUIVALENTS

Common measure	Equivalent	Common measure	Equivalent
Inch.....	2.54 centimeters.	Dry quart, United States.	1.101 liters.
Foot.....	0.3048 meter.	Quart, imperial.....	1.136 liters.
Yard.....	0.9144 meter.	Gallon, United States.....	3.785 liters.
Rod.....	5.029 meters.	Gallon, imperial.....	4.546 liters.
Mile.....	1.6093 kilometers.	Peck, United States.....	8.810 liters.
Square inch.....	6.452 square centimeters.	Peck, imperial.....	9.092 liters.
Square foot.....	0.0929 square meter.	Bushel, United States.....	35.24 liters.
Square yard.....	0.836 square meter.	Bushel, imperial.....	36.37 liters.
Square rod.....	25.29 square meters.	Ounce, avoirdupois.....	28.35 grams.
Acre.....	0.4047 hectare.	Pound, avoirdupois.....	0.4536 kilogram.
Square mile.....	259 hectares.	Ton, long.....	1.0160 metric tons.
Cubic inch.....	16.39 cubic centimeters.	Ton, short.....	0.9072 metric ton.
Cubic foot.....	0.0283 cubic meter.	Grain.....	0.0648 gram.
Cubic yard.....	0.7646 cubic meter.	Ounce, troy.....	31.103 grams.
Cord.....	3.625 steres.	Pound, troy.....	0.3732 kilogram.
Liquid quart, United States.....	0.9463 liter.		

METRIC TABLES—Continued

U.S. EQUIVALENTS OF THE PRINCIPAL WEIGHTS AND MEASURES USED IN FOREIGN AGRICULTURAL STATISTICS

[With suggestions by the Department of Agriculture]

Weight or measure	Country	Weight or measure	Country
1 ardeb=1.98 hectoliters=5.6189 Winchester or United States bushels.	Egypt.	1 koku=47.655 United States standard gallons.	Japan.
1 arroba=25 pounds, avoirdupois.	Cuba.	1 kwan=8.2673 pounds, avoirdupois.	Do.
1 batman=6.5 pounds, avoirdupois.	Iran.	1 liter=0.023378 Winchester bushel=0.26418 United States gallon.	(¹).
1 bouw=7,096.5 square meters=1,754 acres.	Indonesia.	1 manzana=1.7266 acres.....	Guatemala.
1 cantar=44.928 kilograms=99.049 pounds, avoirdupois.	Egypt.	1 maund=82.2857 pounds, avoirdupois.	British India.
1 catty (kati)=1½ pounds, avoirdupois.	China.	1 mesana=0.6397 acre.....	Cuba.
1 cental=100 pounds, avoirdupois.	United States, Canada, Union of South Africa. ¹	1 morgen=2.1165 acres.....	Union of South Africa.
1 centner=110.23 pounds, avoirdupois.	Denmark.	1 mow=0.1518 acre (varying).	China.
1 chatvert=5.9568 Winchester bushels.	Union of Soviet Socialist Republics.	1 oke=1.248 kilograms=2.751 pounds, avoirdupois.	Egypt.
1 cho=2.4506 acres.....	Japan.	1 oke=2.822 pounds, avoirdupois.	Greece.
1 dekar=0.2471 acre.....	Norway.	1 picul=133½ pounds, avoirdupois.	China.
1 dessiatine=2.6997 acres.....	Union of Soviet Socialist Republics.	1 picul=61.761 kilograms=136.16 pounds, avoirdupois.	Indonesia.
1 donum=0.227 acre.....	Turkey.	1 picul=132.28 pounds, avoirdupois.	Japan.
1 doppelzentner=220.46 pounds, avoirdupois.	Germany.	1 pood=36.1128 pounds, avoirdupois.	Union of Soviet Socialist Republics.
1 feddan=1.038 acres.....	Egypt.	1 pound, Great Venetian=1.0582 pounds, avoirdupois.	Greece.
1 hectare=2.471 acres.....	(¹).	1 quintal (double centner, or metric centner)=220.46 pounds, avoirdupois.	(²).
1 hectoliter=2.3378 Winchester bushels.	(¹).	1 quarter=8 imperial bushels=3.2564 Winchester bushels.	United Kingdom.
1 hectoliter=26.418 United States gallons.	United Kingdom, Australia. ¹	1 rai=0.3954 acre.....	Thailand.
1 hundredweight (long)=112 pounds, avoirdupois.	United States, Canada, Union of South Africa. ¹	1 Russian pound= $\frac{1}{16}$ pood=0.90282 pound, avoirdupois.	Union of Soviet Socialist Republics.
1 hundredweight (or cental)=100 pounds, avoirdupois.	United Kingdom, Canada, Australia, Union of South Africa. ¹	1 stremma (royal)=0.2471 acre.	Greece.
1 imperial bushel=1.03205 Winchester bushels.	Do. ¹	1 tan (or picul)=133½ pounds, avoirdupois.	China.
1 imperial gallon=1.2009 United States gallons.	Hungary.	1 ton (long)=2,240 pounds, avoirdupois.	United States (foreign trade) and United Kingdom.
1 joch (cadastral hold, or cadastral arpent)=1.422 acres.	(¹).	1 ton (metric)=2,204.6 pounds, avoirdupois.	(¹).
1 kilogram=2.2046 pounds, avoirdupois.	Japan.	1 ton (short)=2,000 pounds, avoirdupois.	United States (international trade) and Canada (foreign trade).
1 kin=1.3228 pounds, avoirdupois.	Formosa.	1 zentner=110.23 pounds, avoirdupois.	Germany.
1 ko=2.3966 acres.....	Japan.		
1 koku=4.9602 imperial bushels=5.1192 Winchester bushels.			

¹ List of countries given may not be complete.

² Metric system.

NOTE.—The values given are believed to be carried to a sufficient number of decimal places to meet the purpose for which the units may be used.

PICAS REDUCED TO INCHES

Picas	Inches	Picas	Inches	Picas	Inches	Picas	Inches	Picas	Inches	Picas	Inches
1	0.166	18	2.988	35	5.811	52	8.634	69	11.457	86	14.279
2	.332	19	3.154	36	5.977	53	8.800	70	11.623	87	14.445
3	.498	20	3.320	37	6.143	54	8.966	71	11.789	88	14.611
4	.664	21	3.487	38	6.309	55	9.132	72	11.955	89	14.778
5	.830	22	3.653	39	6.475	56	9.298	73	12.121	90	14.944
6	.996	23	3.819	40	6.641	57	9.464	74	12.287	91	15.110
7	1.162	24	3.985	41	6.807	58	9.630	75	12.453	92	15.276
8	1.328	25	4.151	42	6.973	59	9.796	76	12.619	93	15.442
9	1.494	26	4.317	43	7.139	60	9.962	77	12.785	94	15.608
10	1.660	27	4.483	44	7.306	61	10.128	78	12.951	95	15.774
11	1.826	28	4.649	45	7.472	62	10.294	79	13.117	96	15.940
12	1.992	29	4.815	46	7.638	63	10.460	80	13.283	97	16.106
13	2.158	30	4.981	47	7.804	64	10.626	81	13.449	98	16.272
14	2.324	31	5.147	48	7.970	65	10.792	82	13.615	99	16.438
15	2.490	32	5.313	49	8.136	66	10.959	83	13.781	100	16.604
16	2.656	33	5.479	50	8.302	67	11.125	84	13.947	125	20.750
17	2.822	34	5.645	51	8.468	68	11.291	85	14.113	150	24.900

INCREASE OF TEXT BY USING LEADS

If leaded with 2-point leads—

6-point type is increased one-third.

8-point type is increased one-fourth.

10-point type is increased one-fifth.

11-point type is increased two-elevenths.

12-point type is increased one-sixth.

NUMBER OF WORDS AND EMS TO THE SQUARE INCH

Size of type	Number of words		Number of ems	Size of type	Number of words		Number of ems
	Solid	Leaded			Solid	Leaded	
14 point.....	11	8	26½	8 point.....	32	23	81
12 point.....	14	11	36	6 point.....	47	24	144
11 point.....	17	14	43	5 point.....	69	50	207
10 point.....	21	16	52				

20. COUNTIES

Note the orthography of names of the following counties:

<p> Allegany in Maryland and New York Alleghany in North Carolina and Virginia Allegheny in Pennsylvania Andrew in Missouri Andrews in Texas Aransas in Texas Arkansas in Arkansas Barber in Kansas Barbour in Alabama and West Virginia Brevard in Florida Broward in Florida Brooke in West Virginia Brooks in Georgia and Texas Brown in all States Bulloch in Georgia Bullock in Alabama Burnet in Texas Burnett in Wisconsin Cheboygan in Michigan; Sheboygan in Wisconsin Clarke in Alabama, Georgia, Iowa, Mississippi, and Virginia; all others Clark Coffee in Alabama, Georgia, and Tennessee Coffey in Kansas Coal in Oklahoma Cole in Missouri Coles in Illinois Cook in Illinois and Minnesota Cooke in Texas Davidson in North Carolina and Tennessee Davie in North Carolina Daviess in Indiana, Kentucky, and Missouri Davis in Iowa and Utah Davison in South Dakota Dickenson in Virginia Dickinson in Iowa, Kansas, and Michigan Dickson in Tennessee Douglas in all States Forrest in Mississippi; Forest in others Glascock in Georgia Glascock in Texas Green in Kentucky and Wisconsin; all others Greene Harford in Maryland Hartford in Connecticut Huntington in Pennsylvania </p>	<p> Huntington in Indiana Johnston in North Carolina and Oklahoma; all others Johnson Kanabec in Minnesota Kennebec in Maine Kearney in Nebraska Kearny in Kansas Lawrence in all States Linn in Iowa, Kansas, Missouri, and Oregon Lynn in Texas Loudon in Tennessee Loudoun in Virginia Manatee in Florida Manistee in Michigan Merced in California; Mercer elsewhere Morton } both in Kansas Norton } Muscogee in Georgia Muskogee in Oklahoma Park in Colorado and Montana Parke in Indiana Pottawatomie in Kansas and Oklahoma Pottawattamie in Iowa Sanders in Montana Saunders in Nebraska Smyth in Virginia; all others Smith Stafford in Virginia Strafford in New Hampshire Stanley in South Dakota Stanly in North Carolina Stark in Illinois, North Dakota, and Ohio Starke in Indiana Stephens in Georgia, Oklahoma, and Texas Stevens in Kansas, Minnesota, and Washington Storey in Nevada Story in Iowa Terrell in Georgia and Texas Tyrrell in North Carolina Tooele in Utah Toole in Montana Vermillion in Indiana; all others Vermillion Woods in Oklahoma; all others Wood Wyandot in Ohio Wyandotte in Kansas </p>
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ALABAMA

Autauga Baldwin Barbour Bibb Blount Bullock Butler Calhoun Chambers Cherokee Chilton Choctaw	Clarke Clay Cleburne Coffee Colbert Conecuh Coosa Covington Crenshaw Cullman Dale Dallas De Kalb Elmore	Escambia Etowah Fayette Franklin Geneva Greene Hale Henry Houston Jackson Jefferson Lamar Lauderdale Lawrence	Lee Limestone Lowndes Macon Madison Marengo Marion Marshall Mobile Monroe Montgomery Morgan Perry Pickens	Pike Randolph Russell St. Clair Shelby Sumter Talladega Tallapoosa Tuscaloosa Walker Washington Wilcox Winston
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ALASKA (divided into four judicial districts; no counties)

ARIZONA

Apache Cochise	Coconino Gila Graham	Greenlee Maricopa Mohave	Navajo Pima Pinal Santa Cruz Yavapai Yuma
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ARKANSAS

Arkansas Ashley Baxter Benton Boone Bradley Calhoun	Carroll Chicot Clark Clay Cleburne Cleveland Columbia Conway Craighead	Crawford Crittenden Cross Dallas Desha Drew Faulkner Franklin Fulton	Garland Grant Greene Hempstead Hot Spring Howard Independence Izard Jackson	Jefferson Johnson Lafayette Lawrence Lee Lincoln Little River Logan Lonoke
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ARKANSAS—Continued

Madison	Newton	Pope	Scott	Union
Marion	Ouachita	Prairie	Searcy	Van Buren
Miller	Perry	Pulaski	Sebastian	Washington
Mississippi	Phillips	Randolph	Sevier	White
Monroe	Pike	St. Francis	Sharp	Woodruff
Montgomery	Poinsett	Saline	Stone	Yell
Nevada	Polk			

CALIFORNIA

Alameda	Glenn	Mendocino	San Benito	Siskiyou
Alpine	Humboldt	Merced	San Bernardino	Solano
Amador	Imperial	Modoc	San Diego	Sonoma
Butte	Inyo	Mono	San Francisco	Stanislaus
Calaveras	Kern	Monterey	San Joaquin	Sutter
Colusa	Kings	Napa	San Luis Obispo	Tehama
Contra Costa	Lake	Nevada	San Mateo	Trinity
Del Norte	Lassen	Orange	Santa Barbara	Tulare
El Dorado	Los Angeles	Placer	Santa Clara	Tuolumne
Fresno	Madera	Plumas	Santa Cruz	Ventura
	Marin	Riverside	Shasta	Yolo
	Mariposa	Sacramento	Sierra	Yuba

COLORADO

Adams	Costilla	Grand	Logan	Pueblo
Alamosa	Crowley	Gunnison	Mesa	Rio Blanco
Arapahoe	Custer	Hinsdale	Mineral	Rio Grande
Archuleta	Delta	Huerfano	Moffat	Routt
Baca	Denver	Jackson	Montezuma	Saguache
Bent	Dolores	Jefferson	Montrose	San Juan
Boulder	Douglas	Kiowa	Morgan	San Miguel
Chaffee	Eagle	Kit Carson	Otero	Sedgwick
Cheyenne	Elbert	Lake	Ouray	Summit
Clear Creek	El Paso	La Plata	Park	Teller
Conejos	Fremont	Larimer	Phillips	Washington
	Garfield	Las Animas	Pitkin	Weld
	Gilpin	Lincoln	Prowers	Yuma

CONNECTICUT

Fairfield	Litchfield	New Haven	Tolland
Hartford	Middlesex	New London	Windham

DELAWARE

Kent	New Castle	Sussex
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DISTRICT OF COLUMBIA**FLORIDA**

Alachua	Dade	Hernando	Manatee	St. Johns
Baker	De Soto	Highlands	Marion	St. Lucie
Bay	Dixie	Hillsborough	Martin	Santa Rosa
Bradford	Duval	Holmes	Monroe	Sarasota
Brevard	Escambia	Indian River	Nassau	Seminole
Broward	Flagler	Jackson	Okaloosa	Sumter
Calhoun	Franklin	Jefferson	Okeechobee	Suwannee
Charlotte	Gadsden	Lafayette	Orange	Taylor
Citrus	Gilchrist	Lake	Osceola	Union
Clay	Glades	Lee	Palm Beach	Volusia
Collier	Gulf	Leon	Pasco	Wakulla
Columbia	Hamilton	Levy	Pinellas	Walton
	Hardee	Liberty	Polk	Washington
	Hendry	Madison	Putnam	

GEORGIA

Appling	Clinch	Gordon	Macon	Stewart
Atkinson	Cobb	Grady	Madison	Sumter
Bacon	Coffee	Greene	Marion	Talbot
Baker	Colquitt	Gwinnett	Meriwether	Taliaferro
Baldwin	Columbia	Habersham	Miller	Tattnall
Banks	Cook	Hall	Mitchell	Taylor
Barrow	Coweta	Hancock	Monroe	Telfair
Bartow	Crawford	Haralson	Montgomery	Terrell
Ben Hill	Crisp	Harris	Morgan	Thomas
Berrien	Dade	Hart	Murray	Tift
Bibb	Dawson	Heard	Muscogee	Toombs
Bleckley	Decatur	Henry	Newton	Towns
Brantley	De Kalb	Houston	Oconee	Treutlen
Brooks	Dodge	Irwin	Oglethorpe	Troup
Bryan	Dooly	Jackson	Paulding	Turner
Bulloch	Dougherty	Jasper	Peach	Twiggs
Burke	Douglas	Jeff Davis	Pickens	Union
Butts	Early	Jefferson	Pierce	Upson
Calhoun	Echols	Jenkins	Pike	Walker
Camden	Efingham	Johnson	Polk	Walton
Candler	Elbert	Jones	Pulaski	Ware
Carroll	Emanuel	Lamar	Putnam	Warren
Catoosa	Evans	Lanier	Quitman	Washington
Charlton	Fannin	Laurens	Rabun	Wayne
Chattham	Fayette	Lee	Randolph	Webster
Chattahoochee	Floyd	Liberty	Richmond	Wheeler
Chattahoochee	Forsyth	Lincoln	Rockdale	White
Chattahoochee	Franklin	Long	Schley	Whitfield
Cherokee	Fulton	Lowndes	Screven	Wilcox
Clarke	Gilmer	Lumpkin	Seminole	Wilkes
Clay	Glascock	McDuffie	Spalding	Wilkinson
Clayton	Glynn	McIntosh	Stephens	Worth

HAWAII	Hawaii Honolulu	Kalawao	Kauai	Maul
IDAHO	Bonner	Clearwater	Jerome	Oneida
Ada	Bonneville	Custer	Kootenai	Owyhee
Adams	Boundary	Elmore	Latah	Payette
Bannock	Butte	Franklin	Lemhi	Power
Bear Lake	Camas	Fremont	Lewis	Shoshone
Benewah	Canyon	Gem	Lincoln	Teton
Bingham	Caribou	Gooding	Madison	Twin Falls
Blaine	Cassia	Idaho	Minidoka	Valley
Boise	Clark	Jefferson	Nez Perce	Washington
ILLINOIS	De Witt	Jefferson	Marshall	Saline
Adams	Douglas	Jersey	Mason	Sangamon
Alexander	Du Page	Jo Daviess	Massac	Schuyler
Bond	Edgar	Johnson	Menard	Scott
Boone	Edwards	Kane	Mercer	Shelby
Brown	Effingham	Kankakee	Monroe	Stark
Bureau	Fayette	Kendall	Montgomery	Stephenson
Calhoun	Ford	Knox	Morgan	Tazewell
Carroll	Franklin	Lake	Moultrie	Union
Cass	Fulton	La Salle	Ogle	Vermillion
Champaign	Gallatin	Lawrence	Peoria	Wabash
Christian	Greene	Lee	Perry	Warren
Clark	Grundy	Livingston	Piatt	Washington
Clay	Hamilton	Logan	Pike	Wayne
Clinton	Hancock	McDonough	Pope	White
Coles	Hardin	McHenry	Pulaski	Whiteside
Cook	Henderson	McLean	Putnam	Will
Crawford	Henry	Macon	Randolph	Williamson
Cumberland	Iroquois	Macoupin	Richland	Winnebago
De Kalb	Jackson	Madison	Rock Island	Woodford
	Jasper	Marion	St. Clair	
INDIANA	Delaware	Jasper	Newton	Starke
Adams	Dubois	Jay	Noble	Steuben
Allen	Elkhart	Jefferson	Ohio	Sullivan
Bartholomew	Fayette	Jennings	Orange	Switzerland
Benton	Floyd	Johnson	Owen	Tippecanoe
Blackford	Fountain	Knox	Parke	Tipton
Boone	Franklin	Kosciusko	Perry	Union
Brown	Fulton	Lagrange	Pike	Vanderburgh
Carroll	Gibson	Lake	Porter	Vermillion
Cass	Grant	La Porte	Posey	Vigo
Clark	Greene	Lawrence	Pulaski	Wabash
Clay	Hamilton	Madison	Putnam	Warren
Clinton	Hancock	Marion	Randolph	Warrick
Crawford	Harrison	Marshall	Ripley	Washington
Daviess	Hendricks	Martin	Rush	Wayne
Dearborn	Henry	Miami	St. Joseph	Wells
Decatur	Howard	Monroe	Scott	White
De Kalb	Huntington	Montgomery	Shelby	Whitley
	Jackson	Morgan	Spencer	
IOWA	Clarke	Hamilton	Lyon	Ringgold
Adair	Clay	Hancock	Madison	Sac
Adams	Clayton	Hardin	Mahaska	Scott
Allamakee	Clinton	Harrison	Marion	Shelby
Appanoose	Crawford	Henry	Marshall	Sioux
Audubon	Dallas	Howard	Mills	Story
Benton	Davis	Humboldt	Mitchell	Tama
Black Hawk	Decatur	Ida	Monona	Taylor
Boone	Delaware	Iowa	Monroe	Union
Bremer	Des Moines	Jackson	Montgomery	Van Buren
Buchanan	Dickinson	Jasper	Muscatine	Wapello
Buena Vista	Dubuque	Jefferson	O'Brien	Warren
Butler	Emmet	Johnson	Oscola	Washington
Calloun	Fayette	Jones	Page	Wayne
Carroll	Floyd	Keokuk	Palo Alto	Webster
Cass	Franklin	Kossuth	Plymouth	Winnebago
Cedar	Fremont	Lee	Pocahontas	Winnesiek
Cerro Gordo	Greene	Linn	Polk	Woodbury
Cherokee	Grundy	Louisa	Pottawattamie	Worth
Chickasaw	Guthrie	Lucas	Poweshiek	Wright
KANSAS	Cheyenne	Elk	Hamilton	Lane
Allen	Clark	Ellis	Harper	Leavenworth
Anderson	Clay	Ellsworth	Harvey	Lincoln
Atchison	Cloud	Finney	Haskell	Linn
Barber	Coffey	Ford	Hodgeman	Logan
Barton	Comanche	Franklin	Jackson	Lyon
Bourbon	Cowley	Geary	Jefferson	McPherson
Brown	Crawford	Gove	Jewell	Marion
Butler	Decatur	Graham	Johnson	Marshall
Chase	Dickinson	Grant	Kearny	Meade
Chautauqua	Doniphan	Gray	Kingman	Miami
Cherokee	Douglas	Greeley	Kiowa	Mitchell
	Edwards	Greenwood	Labette	Montgomery

KANSAS—Continued

Morris	Pawnee	Rooks	Sheridan	Trego
Morton	Phillips	Rush	Sherman	Wabaunsee
Nemaha	Pottawatomie	Russell	Smith	Wallace
Neosho	Pratt	Saline	Stafford	Washington
Ness	Rawlins	Scott	Stanton	Wichita
Norton	Reno	Sedgwick	Stevens	Wilson
Osage	Republic	Seward	Sumner	Woodson
Osborne	Rice	Shawnee	Thomas	Wyandotte
Ottawa	Riley			
KENTUCKY	Christian	Harrison	McCracken	Perry
Adair	Clark	Hart	McCreary	Pike
Allen	Clay	Henderson	McLean	Powell
Anderson	Clinton	Henry	Madison	Fulaski
Ballard	Crittenden	Hickman	Magoffin	Robertson
Barren	Cumberland	Hopkins	Marion	Rockcastle
Bath	Daviess	Jackson	Marshall	Rowan
Bell	Edmonson	Jefferson	Martin	Russell
Boone	Elliott	Jessamine	Mason	Scott
Bourbon	Estill	Johnson	Meade	Shelby
Boyd	Fayette	Kenton	Menifee	Simpson
Boyle	Fleming	Knott	Mercer	Spencer
Bracken	Floyd	Knox	Metcalfe	Taylor
Breathitt	Franklin	Larue	Monroe	Todd
Breckinridge	Fulton	Laurel	Montgomery	Trigg
Bullitt	Gallatin	Lawrence	Morgan	Trimble
Butler	Garrard	Lee	Muhlenberg	Union
Caldwell	Grant	Leslie	Nelson	Warren
Calloway	Graves	Letcher	Nicholas	Washington
Campbell	Grayson	Lewis	Ohio	Wayne
Carlisle	Green	Lincoln	Oldham	Webster
Carroll	Greenup	Livingston	Owen	Whitley
Carter	Hancock	Logan	Owsley	Wolfe
Casey	Hardin	Lyon	Pendleton	Woodford
	Harlan			
LOUISIANA (Parishes)	Cameron	Jefferson	Pointe Coupee	St. Tammany
Acadia	Catahoula	Jefferson Davis	Rapides	Tangipahoa
Allen	Claiborne	Lafayette	Red River	Tensas
Ascension	Concordia	Lafourche	Richland	Terrebonne
Assumption	De Soto	La Salle	Sabine	Union
Avozelles	East Baton Rouge	Lincoln	St. Bernard	Vermillion
Beauregard	East Carroll	Livingston	St. Charles	Vernon
Bienville	East Feliciana	Madison	St. Helena	Washington
Bossier	Evangeline	Morehouse	St. James	Webster
Caddo	Franklin	Natchitoches	St. John the Baptist	West Baton Rouge
Calcasieu	Grant	Orleans	St. Landry	West Carroll
Caldwell	Iberia	Ouachita	St. Martin	West Feliciana
	Iberville	Plaquemines	St. Mary	Winn
	Jackson			
MAINE	Cumberland	Knox	Piscataquis	Waldo
Androscoggin	Franklin	Lincoln	Sagadahoc	Washington
Aroostook	Hancock	Oxford	Somerset	York
	Kennebec	Penobscot		
MARYLAND	Calvert	Dorchester	Kent	Somerset
Allegany	Caroline	Frederick	Montgomery	Talbot
Anne Arundel	Carroll	Garrett	Prince Georges	Washington
Baltimore	Cecil	Harford	Queen Annes	Wicomico
	Charles	Howard	St. Marys	Worcester
MASSACHUSETTS	Berkshire	Franklin	Middlesex	Plymouth
Barnstable	Bristol	Hampden	Nantucket	Suffolk
	Dukes	Hampshire	Norfolk	Worcester
	Essex			
MICHIGAN	Cheboygan	Ingham	Macomb	Osceola
Alcona	Chippewa	Ionia	Manistee	Oscoda
Alger	Clare	Iosco	Marquette	Otsego
Alegan	Clinton	Iron	Mason	Ottawa
Alpena	Crawford	Isabella	Mecosta	Presque Isle
Antrim	Delta	Jackson	Menominee	Roscommon
Arenac	Dickinson	Kalamazoo	Midland	Saginaw
Baraga	Eaton	Kalkaska	Missaukee	St. Clair
Barry	Emmet	Kent	Monroe	St. Joseph
Bay	Genesee	Keweenaw	Montcalm	Sanilac
Benzie	Gladwin	Lake	Montmorency	Schoolcraft
Berrien	Gogebic	Lapeer	Muskegon	Shiawassee
Branch	Grand Traverse	Leelanau	Newaygo	Tuscola
Calhoun	Gratiot	Lenawee	Oakland	Van Buren
Cass	Hillsdale	Livingston	Oceana	Washtenaw
Charlevoix	Houghton	Luce	Ogemaw	Wayne
	Huron	Mackinac	Ontonagon	Wexford

MINNESOTA

Aitkin
Anoka
Becker
Beltrami
Benton
Big Stone
Blue Earth
Brown
Carlton
Carver
Cass
Chippewa
Chisago
Clay
Clearwater
Cook

Cottonwood
Crow Wing
Dakota
Dodge
Douglas
Faribault
Fillmore
Freeborn
Goodhue
Grant
Hennepin
Houston
Hubbard
Isanti
Itasca
Jackson
Kanabec
Kandiyohi

Kittson
Koochiching
Lac qui Parle
Lake
Lake of the Woods
Le Sueur
Lincoln
Lyon
McLeod
Mahnomon
Marshall
Martin
Meeker
Mille Lacs
Morrison
Mower
Murray
Nicollet

Nobles
Norman
Olmsted
Otter Tail
Pennington
Pine
Pipestone
Polk
Poppe
Ramsey
Red Lake
Redwood
Renville
Rice
Rock
Roseau
St. Louis
St. Cloud

Sherburne
Sibley
Stearns
Steele
Stevens
Swift
Todd
Traverse
Wabasha
Wadena
Wasca
Washington
Watonwan
Wikin
Winona
Wright
Yellow Medicine

MISSISSIPPI

Adams
Alcorn
Amite
Attala
Benton
Bolívar
Calhoun
Carroll
Chickasaw
Choctaw
Claiborne
Clarke
Coahoma
Copiah

Covington
De Soto
Forrest
Franklin
George
Greene
Grenada
Hancock
Harrison
Hinds
Holmes
Humphreys
Issaquena
Itawamba
Jackson
Jasper
Jefferson

Jefferson Davis
Jones
Kemper
Lafayette
Lamar
Lauderdale
Lawrence
Leake
Lee
Leflore
Lincoln
Lowndes
Madison
Marion
Marshall
Monroe
Montgomery

Neshoba
Newton
Noxubee
Oktibbeha
Panola
Pearl River
Perry
Pike
Pontotoc
Prentiss
Quitman
Rankin
Scott
Sharkey
Simpsom
Smith
Stone

Sunflower
Tallahatchie
Tate
Tippah
Tishomingo
Tunica
Union
Walthall
Warren
Washington
Wayne
Webster
Wilkinson
Winston
Yalobusha
Yazoo

MISSOURI

Adair
Andrew
Atchison
Audrain
Barry
Barton
Bates
Benton
Bollinger
Boone
Buchanan
Butler
Caldwell
Callaway
Camden
Cape Girardeau
Carroll
Carter
Cass
Cedar
Chariton
Christian

Clark
Clay
Clinton
Cole
Cooper
Crawford
Dade
Dallas
Davies
De Kalb
Dent
Douglas
Dunklin
Franklin
Gasconade
Greene
Grundy
Harrison
Henry
Hickory
Holt
Howard
Howell

Iron
Jackson
Jasper
Jefferson
Johnson
Knox
Laclede
Lafayette
Lawrence
Lewis
Lincoln
Linn
Livingston
McDonald
Macon
Madison
Maries
Marion
Mercer
Miller
Mississippi
Moniteau
Monroe

Montgomery
Morgan
New Madrid
Newton
Nodaway
Oregon
Osage
Ozark
Pemiscot
Perry
Pettis
Phelps
Pike
Platte
Polk
Pulaski
Putnam
Ralls
Randolph
Ray
Reynolds
Ripley
St. Charles

St. Clair
St. Francois
St. Genevieve
St. Lewis
St. Louis City
Saline
Schuyler
Scotland
Scott
Shannon
Shelby
Stoddard
Stone
Sullivan
Taney
Texas
Vernon
Warren
Washington
Wayne
Webster
Wright

MONTANA

Beaverhead
Big Horn
Blaine
Broadwater
Carbon
Carter
Cascade
Chouteau
Custer
Daniels

Dawson
Deer Lodge
Fallon
Fergus
Flathead
Gallatin
Garfield
Glacier
Golden Valley
Granite
Hill
Jefferson

Judith Basin
Lake
Lewis and Clark
Liberty
Lincoln
McCone
Madison
Meagher
Mineral
Missoula
Musselshell
Park

Petroleum
Phillips
Pondera
Powder River
Powell
Prairie
Ravalli
Richland
Roosevelt
Rosebud
Sanders

Sheridan
Silver Bow
Stillwater
Sweet Grass
Teton
Toole
Treasure
Valley
Wheatland
Wibaux
Yellowstone

NEBRASKA

Adams
Antelope
Arthur
Banner
Blaine
Boone
Box Butte
Boyd
Brown
Buffalo
Burt
Butler
Cass

Cedar
Chase
Cherry
Cheyenne
Clay
Colfax
Cuming
Custer
Dakota
Dawes
Dawson
Deuel
Dixon
Dodge
Douglas

Dundy
Fillmore
Franklin
Frontier
Furnas
Gage
Garden
Garfield
Gosper
Grant
Greeley
Hall
Hamilton
Harlan
Hayes

Hitchcock
Holt
Hooker
Howard
Jefferson
Johnson
Kearney
Keith
Keya Paha
Kimball
Knox
Lancaster
Lincoln
Logan
Loup

McPherson
Madison
Merrick
Morrill
Nance
Nemaha
Nuckolls
Otoe
Pawnee
Perkins
Phelps
Pierce
Platte
Polk
Red Willow

NEBRASKA—Continued

Richardson	Saunders	Sherman	Thomas	Wayne
Rock	Scotts Bluff	Sioux	Thurston	Webster
Saline	Seward	Stanton	Valley	Wheeler
Sarpy	Sheridan	Thayer	Washington	York
NEVADA	Douglas	Humboldt	Mineral	Storey
Churchill	Elko	Lander	Nye	Washoe
Clark	Esmeralda	Lincoln	Ormsby	White Pine
	Eureka	Lyon	Pershing	
NEW HAMPSHIRE	Belknap	Coos	Merrimack	Strafford
	Carroll	Grafton	Rockingham	Sullivan
	Cheshire	Hillsboro		
NEW JERSEY	Camden	Hudson	Morris	Somerset
Atlantic	Cape May	Hunterdon	Ocean	Sussex
Bergen	Cumberland	Mercer	Passaic	Union
Burlington	Essex	Middlesex	Salem	Warren
	Gloucester	Monmouth		
NEW MEXICO	De Baca	Lea	Quay	Sierra
Bernalillo	Dona Ana	Lincoln	Rio Arriba	Socorro
Catron	Eddy	Los Alamos	Roosevelt	Taos
Chaves	Grant	Luna	Sandoval	Torrance
Colfax	Guadalupe	McKinley	San Juan	Union
Curry	Harding	Mora	San Miguel	Valencia
	Hidalgo	Otero	Santa Fe	
NEW YORK	Cortland	Lewis	Oswego	Steuben
Albany	Delaware	Livingston	Otsego	Suffolk
Allegany	Dutchess	Madison	Putnam	Sullivan
Bronx	Erie	Monroe	Queens	Tioga
Broome	Essex	Montgomery	Rensselaer	Tompkins
Cattaraugus	Franklin	Nassau	Richmond	Ulster
Cayuga	Fulton	New York	Rockland	Warren
Chautauqua	Genesee	Niagara	St. Lawrence	Washington
Chemung	Greene	Oneida	Saratoga	Wayne
Chenango	Hamilton	Onondaga	Schenectady	Westchester
Clinton	Herkimer	Ontario	Schoharie	Wyoming
Columbia	Jefferson	Orange	Schuyler	Yates
	Kings	Orleans	Seneca	
NORTH CAROLINA	Chatham	Greene	Mitchell	Rutherford
Alamance	Cherokee	Guilford	Montgomery	Sampson
Alexander	Chowan	Halifax	Moore	Scotland
Alleghany	Clay	Harnett	Nash	Stanly
Anson	Cleveland	Haywood	New Hanover	Stokes
Ashe	Columbus	Henderson	Northampton	Surry
Avery	Craven	Hertford	Onslow	Swain
Beaufort	Cumberland	Hoke	Orange	Transylvania
Bertie	Currituck	Hyde	Pamlico	Tyrrell
Bladen	Dare	Iredell	Pasquotank	Union
Brunswick	Davidson	Jackson	Pender	Vance
Buncombe	Davie	Johnston	Perquimans	Wake
Burke	Duplin	Jones	Roanoke	Warren
Cabarrus	Durham	Lee	Pitt	Washington
Caldwell	Edgecombe	Lenoir	Polk	Watauga
Camden	Forsyth	Lincoln	Randolph	Wayne
Carteret	Franklin	McDowell	Richmond	Wilkes
Caswell	Gaston	Macon	Robeson	Wilson
Catawba	Gates	Madison	Rockingham	Yadkin
	Graham	Martin	Rowan	Yancey
	Granville	Mecklenburg		
NORTH DAKOTA	Cavalier	Hettinger	Nelson	Sioux
Adams	Dickey	Kidder	Oliver	Slope
Barnes	Divide	La Moure	Pembina	Stark
Benson	Dunn	Logan	Pierce	Steele
Billings	Eddy	McHenry	Ramsey	Sutsman
Bottineau	Emmons	McIntosh	Ransom	Towner
Bowman	Foster	McKenzie	Renville	Trail
Burke	Golden Valley	McLean	Richland	Walsh
Burlleigh	Grand Forks	Mercer	Rollette	Ward
Cass	Grant	Morton	Sargent	Wells
	Griggs	Mountrail	Sheridan	Williams
OHIO	Carroll	Delaware	Hancock	Lake
Adams	Champaign	Erie	Hardin	Lawrence
Allen	Clark	Fairfield	Harrison	Licking
Ashland	Clermont	Fayette	Henry	Logan
Ashtabula	Clinton	Franklin	Highland	Lorain
Athens	Columbiana	Fulton	Hooking	Lucas
Auglaize	Coshocton	Gallia	Holmes	Madison
Belmont	Crawford	Geauga	Huron	Mahoning
Brown	Cuyahoga	Greene	Jackson	Marion
Butler	Darke	Guernsey	Jefferson	Medina
	Defiance	Hamilton	Knox	Meigs

OHIO—Continued

Mercer	Noble	Preble	Shelby	Vinton
Miami	Ottawa	Putnam	Stark	Warren
Monroe	Paulding	Richland	Summit	Washington
Montgomery	Perry	Ross	Trumbull	Wayne
Morgan	Pickaway	Sandusky	Tuscarawas	Williams
Morrow	Pike	Scioto	Union	Wood
Muskingum	Portage	Seneca	Van Wert	Wyandot

OKLAHOMA

Adair	Coal	Haskell	Major	Pottawatomie
Alfalfa	Comanche	Hughes	Marshall	Pushmataha
Atoka	Cotton	Jackson	Mayes	Roger Mills
Beaver	Craig	Jefferson	Murray	Rogers
Beckham	Creek	Johnston	Muskogee	Seminole
Blaine	Custer	Kay	Noble	Sequoyah
Bryan	Delaware	Kingfisher	Nowata	Stephens
Caddo	Dewey	Kiowa	Okfuskee	Texas
Canadian	Ellis	Latimer	Oklahoma	Tillman
Carter	Garfield	Le Flore	Okmulgee	Tulsa
Cherokee	Garvin	Lincoln	Osage	Wagoner
Choctaw	Grady	Logan	Ottawa	Washington
Cimarron	Grant	Love	Pawnee	Washita
Cleveland	Greer	McClain	Payne	Woods
	Harrison	McCurtain	Pittsburg	Woodward
	Harper	McIntosh	Pontotoc	

OREGON

Baker	Crook	Jackson	Malheur	Umatilla
Benton	Curry	Jefferson	Marion	Union
Clackamas	Deschutes	Josephine	Morrow	Wallowa
Clatsop	Douglas	Klamath	Multnomah	Wasco
Columbia	Gilliam	Lake	Polk	Washington
Coos	Grant	Lane	Sherman	Wheeler
	Harney	Lincoln	Tillamook	Yamhill
	Hood River	Linn		

PENNSYLVANIA

Adams	Carbon	Forest	Lycoming	Snyder
Allegheny	Centre	Franklin	McKean	Somerset
Armstrong	Chester	Fulton	Mercer	Sullivan
Beaver	Clarion	Greene	Mifflin	Susquehanna
Bedford	Clearfield	Huntingdon	Monroe	Tioga
Berks	Clinton	Indiana	Montgomery	Venango
Blair	Columbia	Jefferson	Montour	Warren
Bradford	Crawford	Juniata	Northampton	Washington
Bucks	Cumberland	Lackawanna	Northumberland	Wayne
Butler	Dauphin	Lancaster	Perry	Westmoreland
Cambria	Delaware	Lawrence	Philadelphia	Wyoming
Cameron	Elk	Lebanon	Pike	York
	Erie	Lehigh	Potter	
	Fayette	Luzerne	Schuylkill	

**PUERTO RICO
(Districts)**

Aguadilla	Bayamon	Humacao	Ponce
Arecibo	Guayama	Mayaguez	San Juan

RHODE ISLAND

Bristol	Newport	Providence	Washington
Kent			

SAMOA

Tutuila Island

**SOUTH
CAROLINA**

Abbeville	Berkeley	Dorchester	Kershaw	Orangeburg
Aiken	Calhoun	Edgefield	Lancaster	Pickens
Allendale	Charleston	Fairfield	Laurens	Richland
Anderson	Cherokee	Florence	Lee	Saluda
Bamberg	Chester	Georgetown	Lexington	Spartanburg
Barnwell	Chesterfield	Greenville	McCormick	Sumter
Beaufort	Clarendon	Greenwood	Marion	Union
	Colleton	Hampton	Marlboro	Williamsburg
	Darlington	Horry	Newberry	York
	Dillon	Jasper	Oconee	

**SOUTH
DAKOTA**

Aurora	Clark	Gregory	Lawrence	Roberts
Beadle	Clay	Haakon	Lincoln	Sanborn
Bennett	Codington	Hamlin	Lyman	Shannon
Bon Homme	Corson	Hand	McCook	Spink
Brookings	Custer	Hanson	McPherson	Stanley
Brown	Davison	Harding	Marshall	Sully
Brule	Day	Hughes	Meade	Todd
Buffalo	Deuel	Hutchinson	Mellette	Tripp
Butte	Dewey	Hyde	Minnehaha	Turner
Campbell	Douglas	Jackson	Moody	Union
Charles Mix	Edmunds	Jerauld	Pennington	Walworth
	Fall River	Jones	Perkins	Washabaugh
	Faulk	Kingsbury	Potter	Yankton
	Grant	Lake		Ziebach

TENNESSEE

Anderson	Davidson	Henderson	Marion	Sequatchie
Bedford	Decatur	Henry	Marshall	Sevier
Benton	De Kalb	Hickman	Mauzy	Shelby
Bledsoe	Dickson	Houston	Meigs	Smith
Blount	Dyer	Humphreys	Monroe	Stewart
Bradley	Fayette	Jackson	Montgomery	Sullivan
Campbell	Fentress	Jefferson	Moore	Sumner
Cannon	Franklin	Johason	Morgan	Tipton
Carroll	Gibson	Knox	Obion	Trousdale
Carter	Giles	Lake	Overton	Unicoi
Cheatam	Grainger	Lauderdale	Perry	Union
Chester	Greene	Lawrence	Pickett	Van Buren
Claiborne	Grundy	Lewis	Polk	Warren
Clay	Hamilton	Lincoln	Putnam	Washington
Cocke	Hancock	Loudon	Rhea	Wayne
Coffee	Hardeman	McMinn	Roane	Weakley
Crockett	Hardin	McNairy	Robertson	White
Cumberland	Hawkins	Macon	Rutherford	Williamson
	Haywood	Madison	Rutherford	Wilson

TEXAS

Anderson	Cottle	Harrison	Lynn	San Jacinto
Andrews	Crane	Hartley	McCulloch	San Patricio
Angelina	Crockett	Haskell	McLennan	San Saba
Aransas	Crosby	Hays	McMullen	Schleicher
Archer	Culberson	Hemphill	Madison	Scurry
Armstrong	Dallam	Henderson	Marion	Shackelford
Atascosa	Dallas	Hidalgo	Martin	Shelby
Austin	Dawson	Hill	Mason	Sherman
Bailey	Deaf Smith	Hockley	Matagorda	Smith
Bandera	Delta	Hood	Maverick	Somervell
Bastrop	Denton	Hopkins	Medina	Starr
Baylor	De Witt	Houston	Menard	Stephens
Bee	Dickens	Howard	Midland	Sterling
Bell	Dimmit	Hudspeth	Milam	Stonewall
Bexar	Donley	Hunt	Mills	Sutton
Blanco	Duval	Hutchinson	Mitchell	Swisher
Borden	Eastland	Irion	Montague	Tarrant
Bosque	Ector	Jack	Montgomery	Taylor
Bowie	Edwards	Jackson	Moore	Terrell
Brazoria	Ellis	Jasper	Morris	Terry
Brazos	El Paso	Jeff Davis	Motley	Throckmorton
Brewster	Erath	Jefferson	Nacogdoches	Titus
Briscoe	Falls	Jim Hogg	Navarro	Tom Green
Brooks	Fannin	Jim Wells	Newton	Travis
Brown	Fayette	Johnson	Nolan	Trinity
Burleson	Fisher	Jones	Nueces	Tyler
Burnet	Floyd	Karnes	Ochiltree	Upshur
Caldwell	Foard	Kaufman	Oldham	Upton
Calhoun	Fort Bend	Kendall	Orange	Uvalde
Callahan	Franklin	Kenedy	Palo Pinto	Val Verde
Cameron	Freestone	Kent	Panola	Van Zandt
Camp	Frio	Kerr	Parker	Victoria
Carson	Gaines	Kimble	Parmer	Walker
Cass	Galveston	King	Pecos	Waller
Castro	Garza	Kinney	Polk	Ward
Chambers	Gillespie	Kleberg	Potter	Washington
Cherokee	Glasscock	Knox	Presidio	Webb
Childress	Goliad	Lamar	Rains	Wharton
Clay	Gonzales	Lamb	Randall	Wheeler
Cochran	Gray	Lampasas	Reagan	Wichita
Coke	Grayson	La Salle	Real	Wilbarger
Coleman	Gregg	Lavaca	Red River	Willacy
Collin	Grimes	Lee	Reeves	Williamson
Collingsworth	Guadalupe	Leon	Refugio	Wilson
Colorado	Hale	Liberty	Roberts	Winkler
Comal	Hall	Limestone	Robertson	Wise
Comanche	Hamilton	Lipscomb	Rockwall	Wood
Concho	Hansford	Live Oak	Runnels	Yoakum
Cooke	Hardeman	Llano	Rusk	Young
Coryell	Hardin	Loving	Sabine	Zapata
	Harris	Lubbock	San Augustine	Zavala

UTAH

Beaver	Davis	Juab	Salt Lake	Uintah
Box Elder	Duchesne	Kane	San Juan	Utah
Cache	Emery	Millard	Sanpete	Wasatch
Carbon	Garfield	Morgan	Sevier	Washington
Daggett	Grand	Piute	Summit	Wayne
	Iron	Rich	Tooele	Weber

VERMONT

Addison
Bennington

VIRGINIA

Aecomack
Albemarle
Alleghany
Amelia
Amherst
Appomattox
Arlington
Augusta
Bath
Bedford
Bland
Botetourt
Brunswick
Buchanan
Buckingham
Campbell
Caroline
Carroll

VIRGIN ISLANDS
(Municipalities)

WASHINGTON

Adams
Asotin
Benton
Chelan
Clallam
Clark
Columbia

WEST VIRGINIA

Barbour
Berkeley
Boone
Braxton
Brooke
Cabell
Calhoun
Clay
Doddridge
Fayette

WISCONSIN

Adams
Ashland
Barron
Bayfield
Brown
Buffalo
Burnett
Calumet
Chippewa
Clark
Columbia
Crawford
Dane

WYOMING

Albany
Big Horn
Campbell
Carbon

Caledonia
Chittenden
Essex

Charles City
Charlottesville
Chesterfield
Clarke
Craig
Culpeper
Cumberland
Dickenson
Dinwiddie
Essex
Fairfax
Fauquier
Floyd
Fluvanna
Franklin
Frederick
Giles
Gloucester
Goochland
Grayson

St. Croix

Cowlitz
Douglas
Ferry
Franklin
Garfield
Grant
Grays Harbor
Island
Jefferson

Gilmer
Grant
Greenbrier
Hampshire
Hancock
Hardy
Harrison
Jackson
Jefferson
Kanawha
Lewis
Lincoln

Dodge
Door
Douglas
Dunn
Eau Claire
Florence
Fond du Lac
Forest
Grant
Green
Green Lake
Clark
Iron
Jackson
Jefferson

Converse
Crook
Fremont
Goshen
Hot Springs
Johnson

Franklin
Grand Isle
Lamoille

Greene
Greensville
Halifax
Hanover
Henrico
Henry
Highland
Isle of Wight
James City
King and Queen
King George
King William
Lancaster
Lee
Loudoun
Louisa
Lunenburg
Madison
Mathews
Mecklenburg

St. Thomas and
St. John

King
Kitsap
Kittitas
Klickitat
Lewis
Lincoln
Mason
Okanogan

Logan
McDowell
Marion
Marshall
Mason
Mercer
Mineral
Mingo
Monongalia
Monroe
Morgan

Juneau
Kenosha
Kewaunee
La Crosse
Lafayette
Langlade
Lincoln
Manitowoc
Marathon
Marinette
Marquette
Menominee
Milwaukee
Monroe
Oconto

Laramie
Lincoln
Natrona
Niobrara
Park

Orange
Orleans
Rutland

Middlesex
Montgomery
Nansemond
Nelson
New Kent
Northampton
Northumberland
Nottoway
Orange
Page
Patrick
Pittsylvania
Powhatan
Prince Edward
Prince George
Prince William
Pulaski
Rappahannock
Richmond
Roanoke

Pacific
Pend Oreille
Pierce
San Juan
Skagit
Skamania
Snohomish
Spokane

Nicholas
Ohio
Tucker
Pendleton
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Oneida
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Stevens
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Shawano
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Walworth
Washburn
Washington
Waukesha
Waupaca
Waushara
Winnebago
Wood

Uinta
Washakie
Weston
Yellowstone
National Park

NOTES

I N D E X

Numbers in parentheses refer to rules; *italic* indicates exact terminology; page numbers above 263 refer to Patents, Congressional, and Foreign Language chapters in unabridged *STYLE MANUAL* (for sale by the Superintendent of Documents; price, \$3.00).

For lists of capitalization, spelling, compounding, and abbreviations, see *Guide to Capitalization*, page 33; *Spelling*, page 61; *Guide to Compounding*, page 81; *Abbreviations*, page 153.

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[For lists of capitalization, spelling, compounding, and abbreviations, see Guide to Capitalization, p. 33; Spelling, p. 61; Guide to Compounding, p. 81; Abbreviations, p. 153]

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