

How to Address an Envelope



Your name

PO Box Number or
House Number and Street Name

City, State, Zip Code



Your address is
the Return
Address.

**Next is your destination
address.**

**It goes in the center of
the envelope.**

Mr. John Doe

Write first and last names.

123 Cherry Ln.

House number and Street name or
PO Box and Number

Hickory, NC 28601

City, State, and Zip Code

Don't forget
your stamp!

Mrs. Jane Smith
PO Box 786
Lenoir, NC 28645



Mr. John Doe
123 Cherry Ln.
Hickory, NC 28602



Mail your letter!