

# Supplier and Customer Naming Conventions

When searching for suppliers or customers by name you MUST use these naming conventions.

|                |       |                   |       |                        |                    |
|----------------|-------|-------------------|-------|------------------------|--------------------|
| Administration | ADMN  | Education         | EDUC  | Manufacturing          | MFG                |
| Agriculture    | AG    | Employment        | EMPL  | Marketing              | MKTG               |
| American       | AMER  | Engineer(ing)     | ENGR  | Medical                | MED                |
| Associate(s)   | ASSOC | Environment(al)   | ENV   | National               | NATL               |
| Association    | ASSN  | Equipment         | EQUIP | Nutritional            | NUTR               |
| Biology(ical)  | BIO   | Executive         | EXEC  | Production             | PROD               |
| Building       | BLDG  | Extension         | EXT   | Professional           | PRO                |
| Center         | CTR   | Federal/Federated | FED   | Psyen140 ColumbiaCOGEn | GeneralRehabilitat |

|                 |      |               |      |                  |      |
|-----------------|------|---------------|------|------------------|------|
|                 |      |               |      |                  |      |
| Commission      | COMM | Government    | GOVT | Saint Louis      | STL  |
| Company         | CO   | Hospital      | HOSP | Science(s)       | SCI  |
| Cooperative     | COOP | Incorporated  | INC  | Service(s)       | SVC  |
| Corporation     | CORP | Information   | INFO | Society          | SOC  |
| County          | CTY  | Institute     | INST | System(s)        | SYS  |
| Department(al)  | DEPT | International | INTL | Technical(ology) | TECH |
| Development(al) | DEV  | Kansas City   | KC   | United States    | US   |
| Diagnostic      | DIAG | Laboratory    | LAB  | University       | UNIV |
| District        | DIST | Library       | LIB  | Veterinary(ian)  | VET  |
| Division(al)    | DIV  | Limited       | LTD  |                  |      |
| Economic        | ECON | Management    | MGMT |                  |      |

# STATE ABBREVIATIONS

|             |    |                |    |
|-------------|----|----------------|----|
| ALABAMA     | AL | MONTANA        | MT |
| ALASKA      | AK | NEBRASKA       | NE |
| ARIZONA     | AZ | NEVADA         | NV |
| ARKANSAS    | AR | NEW HAMPSHIRE  | NH |
| CALIFORNIA  | CA | NEW JERSEY     | NJ |
| COLORADO    | CO | NEW MEXICO     | NM |
| CONNECTICUT | CT | NEW YORK       | NY |
| DELAWARE    | DE | NORTH CAROLINA | NC |
| FLORIDA     | FL | NORTH DAKOTA   | ND |
| GEORGIA     | GA | OHIO           | OH |
| HAWAII      | HI | OKLAHOMA       | OK |
| IDAHO       | ID | OREGON         | OR |

