

D Keying General Delivery Service on ADDR

REVISION 47
(01/01/19 - 12/31/19)

All participants must provide a valid mailing address. When the participant cannot receive mail at a valid address, then mail must be sent to a United States Postal Service (USPS) General Delivery location.

When a participant does not have a valid mailing address complete ADDR as follows:

- **RESIDENTIAL ADDRESS** - Complete the following:
Key SEE MAILING in the STREET ADDRESS field.
Key the CITY, STATE, and ZIP fields with the location where the homeless participant sleeps.
- **MAILING ADDRESS** - Complete the following:
Key GENERAL DELIVERY in the STREET ADDRESS field.
Key the CITY, STATE, and ZIP with a USPS General Delivery location.

WARNING

Use the Find Locations Tool at [USPS.Com](https://usps.com) to find a United States Postal Service (USPS) Office providing General Delivery service. The following information applies to the Find Location Tool:

- Only certain USPS locations provide General Delivery Service
- Enter a ZIP Code provided by the participant or the office ZIP Code
- Click the link for a post office to display information about the services provided at that location