B **Mailing Address**

Key the mailing address on ADDR, when applicable.

NOTE   The residential address MUST ALSO be keyed for AZTECS to process ADDR.

The reasons for having a mailing address (nonresidential) may be, but are not limited to, any of the following:

- The applicants live in an area of high mail theft
- There is no mailbox at the address
- There is no mail delivery at the applicant's rural address

Document in the case file(g) and on CADO or the CADO Extension Form (CEF) the reasons for using a mailing address.

Send all correspondence to the mailing address when used.