

## How to correctly use Austrian addresses

To quote the address correctly please set the locality of destination aside the postal-code.

### Mails within Austria



### Sending abroad from Austria



## Sending inbound to Austria



What is the correct locality of destination is a frequently asked question. In order to support you in answering this question for a specific address, we publish a list of all valid Post Code/locality of destination combinations on our homepage.

We also provide for each post code the community and the official locality to enable customers to find the right locality of destination for each single address.

### Example Postcode 3400

Post-Code	Locality of destination	OKZ	Locality	GemNR	Community
3400	Kierling	6705	Kierling	32408	Klosterneuburg
3400	Klosterneuburg	6706	Klosterneuburg	32408	Klosterneuburg
3400	Kritzendorf	6707	Kritzendorf	32408	Klosterneuburg
3400	Maria Gugging	6703	Maria Gugging	32408	Klosterneuburg
3400	Mauerbach	6714	Mauerbach	32412	Mauerbach
3400	Weidling	6708	Weidling	32408	Klosterneuburg
3400	Weidlingbach	6709	Weidlingbach	32408	Klosterneuburg

The postal-code „3400“ belongs to two communities and several localities. The locality of destination may be identified with the community which includes the street name of one address. In most cases, the official locality and the locality of destination are identical.

If several identically named streets exist within a community or post-code-area, it is necessary to use the locality of destination in order to gain a unique address and ensure correct mail delivery.

The community of Klosterneuburg shows a good example. The address “Elisabethgasse 2” exists in two different localities within this community – Klosterneuburg and Weidling. Only by quoting the locality of destination, the address is unambiguous and this ensures that the mail is delivered to its intended recipient.

Ms Martha Smith Elisabethgasse 2 3400 Klosterneuburg	and	Ms Martha Smith Elisabethgasse 2 3400 Weidling
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are two completely different addresses in two different localities within one community.

In the cities of Vienna, Graz, Klagenfurt and Villach, which are separated into city districts (= official localities within these cities), the locality of destination is the name of the town itself.

#### Data type of list Post-Code-Place of destination

name	content
<b>PLZ</b>	Post code for correct addressing
<b>Bestimmungsort</b>	Locality of destination according to the general terms and conditions of the Austrian Post  If the locality of destination is quoted next to the post-code the address can be uniquely identified
<b>OKZ</b>	Official locality number
<b>Ortschaft</b>	Locality - Incorporated village within one community
<b>GEMNR</b>	Official Community number  In Austria each community has been assigned a official number
<b>GEMNAM</b>	Official name of the community