

## Vendor and Customer Naming Conventions

When searching for vendors 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	Psychiatry/Psychological	PSYCH
Chemistry(ical)	CHEM	Foundation	FNDTN	Publication/Publishing	PUB
Columbia	COL	General	GEN	Rehabilitation	REHAB
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		

### Please Note:

- **Vendor name searches are case sensitive, so please use ALL CAPS**
- **No spaces or punctuation is used in the Vendor Short Name**
- **The 2 letter postal abbreviations are used in states listed in the vendor's name**
- **Please use abbreviations for directions, i.e. N, S, E, W, NE, etc.**