

## A protocol guide to Forms of Address

Key: PN – Post-nominals; Title – Mr, Mrs, Ms, Sir, Lady, The Honourable etc; and Ptnr – Partner.

<b>1.1 Royalty and Vice-Regal</b>					
<b>Royalty</b>					
<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<b>The King</b>					
Write to the Private Secretary to His Majesty The King	N/A	By letter through the Department of the Premier and Cabinet (DPC) to allow a formal invitation to be extended	His Majesty	His Majesty The King	Your Majesty, then Sir
<b>The Queen</b>					
Her Majesty Queen Camilla	Your Majesty	By letter through DPC to allow a formal invitation to be extended	Her Majesty	Her Majesty The Queen	Your Majesty, then Ma'am (rhymes with jam)
<b>A Prince</b>					
His Royal Highness The Prince... or His Royal Highness The Prince of...	Your Royal Highness	By letter through DPC to allow a formal invitation to be extended	His Royal Highness or The Prince (of)...	His Royal Highness or The Prince (of)...	Your Royal Highness, then Sir
<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<b>A Princess</b>					

Her Royal Highness The Princess... or Her Royal Highness The Princess of...	Your Royal Highness	By letter through DPC to allow a formal invitation to be extended	Her Royal Highness or The Princess (of)...	Her Royal Highness or The Princess (of)...	Your Royal Highness, then Ma'am
<b>Vice-Regal</b>					
<b><i>The Governor-General</i></b>					
His/Her Excellency the Honourable [Title] [First name] [Surname] [PN], Governor-General of the Commonwealth of Australia	Your Excellency	Letter to the Official Secretary or Governor-General	His/Her Excellency or Governor-General	His/Her Excellency Governor-General or His Excellency [Title] [Surname]	Your Excellency or Governor-General
<b><i>Governor-General's partner</i></b>					
His/Her Excellency [Title] [First name] [Surname] [PN]	Your Excellency or Dear [Title] [Surname]	Letter to the Official Secretary or to [Title] [Surname] [PN]	His/Her Excellency or [Title] [Surname]	His/Her Excellency or [Title] [Surname]	Your Excellency or [Title] [Surname]
<b><i>Governor</i></b>					
His/Her Excellency the Honourable [Title] [First name] [Surname] [PN], Governor of ...	Your Excellency	Letter to the Official Secretary or His/Her Excellency	His/Her Excellency or The Governor of Queensland	Your Excellency	Your Excellency or Governor

<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b>Governor's partner</b>					
[Title] [Surname] [PN]	Dear [Title] [Surname]	Letter to the Official Secretary or [Title] [Surname] [PN]	[Title] [Surname]	[Title] [Surname]	[Title] [Surname]
<b>Former Governors/Administrators</b> <i>a number may be Knights/Dames and/or entitled to retain the title of 'Honourable'</i>					
The Honourable [Title] [First name] [Surname] [PN]	Dear [Title] [Surname]	The Honourable [Title] [First name] [Surname] [PN] and [Ptnr Title] [Ptnr First Name] [Ptnr Surname] [Ptnr PN]	The Honourable [Title] [First name] [Surname]	The Honourable [Title] [First name]	[First name] [Surname]

## 1.2 Government and Parliament

*When partners are to be invited to the event, their details should be included on the invitation, unless otherwise indicated, as follows:  
[Title] [First name] [Surname] [PN] and [Ptnr Title] [Ptnr First Name] [Ptnr Surname] [Ptnr PN] eg, Mr John Smith AO and Mrs Joan Smith OAM*

<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b>Queensland</b> Portfolio responsibilities may change and can be checked on <a href="http://www.cabinet.qld.gov.au">www.cabinet.qld.gov.au</a> , <a href="http://www.parliament.qld.gov.au">www.parliament.qld.gov.au</a>					
<b>Premier</b>					
The Honourable [Title] [First name] [Surname] MP, Premier of Queensland	Dear Premier or Premier or Dear [Title] [Surname]	The Honourable [Title] [First name] [Surname] [PN]	The Premier or The Honourable [First name] [Surname] MP	The Honourable Premier of Queensland	Premier or [Title] [Surname]
<b>Members of Executive Council (Ministers)</b>					
The Honourable [First name] [Surname] MP, Minister for...	Dear Minister or Dear [Title] [Surname]	The Honourable [First name] [Surname] MP	The Honourable [First name] [Surname] MP	The Honourable [First name] [Surname] MP, Minister for...	Minister or Minister [Surname]
<b>Speaker of the Legislative Assembly of Queensland</b>					
The Honourable [First name] [Surname] MP, Speaker of the Legislative Assembly of Queensland	Dear [Title] Speaker	The Honourable [First Name] [Surname] MP	The Honourable [First name] [Surname] MP, or The Speaker	The Hon.[First name] [Surname] MP, Speaker of the Legislative Assembly of Queensland	[Title] Speaker

<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b>Leader of the Opposition</b> <i>The title Honourable is not automatically used with the position and reflects guidelines as detailed in <a href="#">Section 8</a></i>					
[Title] [First name] [Surname] MP, Leader of the Opposition	Dear [Title] [Surname]	[Title] [First name] [Surname] MP	Leader of the Opposition	Leader of the Opposition	[Title] [Surname]
<b>Members of Parliament (MP)</b> <i>Some Members of Parliament may have retained the title Honourable from previous years of service as a Premier or Minister, see <a href="#">Section 8</a> for details.</i>					
[Title] [First Name] [Surname] MP, Member for ... or The Honourable [First name] [Surname] MP, Member for ...	Dear [Title] [Surname]	[Title] [First name] [Surname] MP	[Title] [First name] [Surname] MP	[Title] [First name] [Surname] MP or the Member for...,	[Title] [Surname]
<b>Federal</b> <i>Information on Senators and Members can be found at <a href="http://www.aph.gov.au">www.aph.gov.au</a></i>					
<b>Prime Minister</b>					
The Honourable [First name] [Surname] MP, Prime Minister of Australia	Dear Prime Minister	The Honourable [First name] [Surname] MP, Prime Minister of Australia	Prime Minister	The Prime Minister	Prime Minister

<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b>Minister (House of Representatives)</b>					
The Honourable [First name] [Surname] MP, Minister for...	Dear Minister	The Honourable [First name] [Surname] MP	The Honourable [First name] [Surname] MP	The Honourable [First name] [Surname] MP or Minister for...  or The Honourable Minister for...	Minister or [Title] [Surname]
<b>Minister (Senate)</b>					
Senator the Honourable [First name] [Surname] [PN], Minister for ....	Dear Minister	Senator the Honourable [First name] [Surname] [PN]	Senator the Honourable [First name] [Surname] [PN]	Senator the Honourable [First name] [Surname], Minister for...	Minister or Senator
<b>Speaker of the House of Representatives</b>					
The Honourable [First name] [Surname] MP, Speaker of the House of Representatives	Dear [Title] Speaker	The Honourable [First name] [Surname] MP	The Honourable [First name] [Surname] MP,  Or [Title] Speaker	The Honourable [First name] [Surname] MP, Speaker of the House of Representatives	[Title] Speaker
<b>President of the Senate</b>					
Senator the Honourable [First name] [Surname] [PN], President of the Senate	Dear [Title] President	Senator the Honourable [First name] [Surname] [PN]	Senator the Honourable [First name] [Surname] [PN]	Senator the Honourable [First name] [Surname] President of the Senate	[Title] President

Envelope	Salutation	Invitation	Place card	How referred to	How addressed
<b>Members of other Legislatures</b> <i>Other states have two Houses of Parliament – a Legislative (or House of) Assembly and a Legislative Council.</i>					
The Honourable [First name] [Surname] MLC*  or  [Title] [First name] [Surname] MLC	Dear [Title] [Surname] and [Ptnr Title] [Ptnr Surname]	[Title] [First name] [Surname] MLC	[Title] [First name] [Surname] MLC	[Title] [First name] [Surname] MLC	[Title] [Surname]
<b><u>Vic</u></b>  Legislative Assembly – MP Legislative Council – MLC <a href="http://www.parliament.vic.gov.au">www.parliament.vic.gov.au</a>	<b><u>Tas</u></b>  House of Assembly – MP Legislative Council – MLC <a href="http://www.parliament.tas.gov.au">www.parliament.tas.gov.au</a>	<b><u>SA</u></b>  House of Assembly – MP Legislative Council – MLC <a href="http://www.parliament.sa.gov.au">www.parliament.sa.gov.au</a>		<b><u>WA</u></b>  Legislative Assembly – MP Legislative Council – MLC <a href="http://www.parliament.wa.gov.au">www.parliament.wa.gov.au</a>	
<b>Former Premiers</b> <i>A number may have been permitted to retain the title of ‘Honourable’ and reflects guidelines as detailed in <a href="#">Section 8</a></i>					
[Title] [First name] [Surname] [PN]	Dear [Title] [Surname]	[Title] [First Name] [Surname] [PN]	[Title] [First Name] [Surname] [PN]	[Title] [First Name]	[Title] [First Name]
<b>Former Executive Councillors who retain the title ‘Honourable’</b> <i>A person who was a member of the Executive Council for longer than 3 years may, upon application and subsequent approval, retain the title Honourable</i>					
The Honourable [First name] [Surname] [PN]	Dear [Title] [Surname]	The Honourable [First name] [Surname] [PN]	The Honourable [First name] [Surname] [PN]	The Honourable [First name] [Surname]	[Title] [Surname]
<b>Former Members of the Executive Council who have not retained the title ‘Honourable’</b>					
[Title] [First name] [Surname] [PN]	Dear [Title] [Surname]	[Title] [First name] [Surname] [PN]	[Title] [First name] [Surname] [PN]	[Title] [First name] [Surname]	[Title] [Surname]

### 1.3 Judiciary

Details of Queensland's judges and magistrates can be found at [www.courts.qld.gov.au/contacts/judiciary-contacts](http://www.courts.qld.gov.au/contacts/judiciary-contacts)

When partners are to be invited to the event, their details should be included on the invitation, unless otherwise indicated, as follows:

[Title] [First name] [Surname] [PN] and [Ptr Title] [Ptr First Name] [Ptr Surname] [Ptr PN] eg, Mr John Smith AO and Mrs Joan Smith OAM

<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b>Chief Justice</b>					
The Honourable [First Name] [Surname] [PN], Chief Justice of Queensland	Dear Chief Justice	The Honourable [First Name] [Surname] [PN]	The Honourable [First Name] [Surname] [PN],	The Chief Justice of Queensland	Chief Justice
<b>Justices of The Supreme Court</b>					
The Honourable Justice [First name] [Surname] [PN]	Dear Justice [Surname]	The Honourable Justice [First name] [Surname] [PN]	The Honourable Justice [First name] [Surname] [PN]	The Honourable Justice [Surname], Justice of the Supreme Court of Queensland	Your Honour or Justice [Surname]
<b>District Court Judges</b>					
His/Her Honour Judge [First name] [Surname] [PN]	Dear Judge	His/Her Honour Judge [First name] [Surname] [PN]	His/Her Honour Judge [First name] [Surname] [PN]	His/Her Honour Judge [First name] [Surname] of the District Court	Judge



<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b>Former Chief Justices</b> <i>A number may be entitled to retain the title of 'Honourable'</i>					
[Title] [First Name] [Surname] [PN]	Dear [Title] [Surname]	[Title] [First Name] [Surname] [PN]	[Title] [First Name] [Surname] [PN]	[Title] [First Name] [Surname]	[Title] [Surname]
<b>Former Justices of The Supreme Court</b> <i>Former Justices are entitled to retain the title, 'Honourable', following application for its use and receiving subsequent approval.</i>					
The Honourable [First name] [Surname] [PN]	Dear [Title] [Surname]	The Honourable [First name] [Surname] [PN]	The Honourable [First name] [Surname] [PN]	The Honourable [First name] [Surname]	[Title] [Surname]

## 1.4 Local Government

Details of Queensland Mayors can be found at [www.localgovernment.qld.gov.au](http://www.localgovernment.qld.gov.au)

When partners are to be invited to the event, their details should be included on the invitation, unless otherwise indicated, as follows:

[Title] [First name] [Surname] [PN] and [Ptr Title] [Ptr First Name] [Ptr Surname] [Ptr PN] eg, Mr John Smith AO and Mrs Joan Smith OAM

Envelope	Salutation	Invitation	Place card	How referred to	How addressed
<b>The Lord Mayors</b> <i>The Lord Mayor of Darwin's title is "The Right Worshipful The Lord Mayor of Darwin"</i>					
The Right Honourable, the Lord Mayor of [City], Councillor [First name] [Surname] [PN]	Dear Lord Mayor	Male Mayor: The Right Honourable, the Lord Mayor (and the Lady Mayoress) of [City], Councillor [First name] [Surname] [PN] or Female Mayor: The Right Honourable, the Lord Mayor of [City], Councillor [First name] [Surname] [PN] (and [Ptr Title] [Ptr First Name] [Ptr Surname] [Ptr PN])	The Right Honourable, the Lord Mayor of [City], Councillor [First name] [Surname] [PN] or Lord Mayor of [City]	The Right Honourable the Lord Mayor of [City], Councillor [First name] [Surname]	Lord Mayor

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<b>Mayors of other Cities and Towns</b>					
Councillor [First name] [Surname] [PN], Mayor of ...	Dear Councillor [Surname] or Dear Mayor	Councillor [First name] [Surname] [PN]	Councillor [First name] [Surname] [PN]  or Mayor of ...	Councillor [Surname]  or The Mayor of ...	Councillor [Surname]  or Mayor
<b>Councillors</b>					
Councillor [First name] [Surname] [PN]	Dear Councillor [Surname]	Councillor [First name] [Surname] [PN]	Councillor [Surname]	Councillor [Surname]	Councillor [Surname]

## 1.5 Diplomatic and Consular Corps

Information on the Diplomatic and Consular Corps can be found at [www.dfat.gov.au](http://www.dfat.gov.au)

When partners are to be invited to the event, their details should be included on the invitation, unless otherwise indicated, as follows:

[Title] [First name] [Surname] [PN] and [Ptnr Title] [Ptnr First Name] [Ptnr Surname] [Ptnr PN] eg, Mr John Smith AO and Mrs Joan Smith OAM

<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b>Ambassadors</b>					
His/Her Excellency [Title] [First name] [Surname] [PN], Ambassador of ...	Your Excellency	His/Her Excellency [Title] [First name] [Surname] [PN]	His/Her Excellency [Title] [First name] [Surname] [PN] or His/Her Excellency	His/Her Excellency or The Ambassador of...	Your Excellency or Ambassador
<b>High Commissioners</b>					
His/Her Excellency [Title] [First name] [Surname] [PN], High Commissioner for ...	Your Excellency	His/Her Excellency [Title] [First name] [Surname] [PN]	His/Her Excellency [Title] [First name] [Surname] [PN] or His/Her Excellency	His/Her Excellency or The High Commissioner for ...	Your Excellency or High Commissioner
<b>Charge d'affaires</b>					
[Title] [First name] [Surname] [PN], Charge d'Affaires, ... Embassy	Dear [Title] [Surname]	[Title] [First name] [Surname] [PN]	[Title] [First name] [Surname] [PN]	[Title] [First name] [Surname], Charge d'Affaires ... Embassy	[Title] [Surname]

<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b>Consul-Generals</b>					
[Title] [First name] [Surname] [PN], Consul-General of...	Dear Consul-General  or [Title] [Surname]	[Title] [First name] [Surname] [PN]	[Title] [First name] [Surname] [PN]  or Consul-General	[Title] [First name] [Surname], Consul-General of ...	Consul-General or [Title] [Surname]
<b>Honorary Consul-Generals</b>					
[Title] [First name] [Surname] [PN], Honorary Consul-General of ...	Dear Consul-General  or [Title] [Surname]	[Title] [First name] [Surname] [PN]	[Title] [First name] [Surname] [PN]  or Honorary Consul-General	[Title] [First name] [Surname], Honorary Consul-General of ...	Consul-General or [Title] [Surname]
<b>Consuls</b>					
[Title] [First name] [Surname] [PN], Consul of...	Dear Consul  or Dear [Title] [Surname]	[Title] [First name] [Surname] [PN]	[Title] [First name] [Surname] [PM]	[Title] [First name] [Surname], Consul of ...	Consul or [Title] [Surname]
<b>Honorary Consuls</b>					
[Title] [First name] [Surname] [PN], Honorary Consul of ...	Dear Consul  or Dear [Title] [Surname]	[Title] [First name] [Surname] [PN]	[Title] [First name] [Surname] [PM]	[Title] [First name] [Surname], Honorary Consul of ...	Consul or [Title] [Surname]
<b>1.6 Military</b>					
Further information on military ranks and abbreviations can be found at <a href="http://www.defence.gov.au/Badges">www.defence.gov.au/Badges</a>					

*When partners are to be invited to the event, their details should be included on the invitation, unless otherwise indicated, as follows:  
[Title] [First name] [Surname] [PN] and [Ptnr Title] [Ptnr First Name] [Ptnr Surname] [Ptnr PN] eg, Mr John Smith AO and Mrs Joan Smith OAM*

<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b>Senior officers according to rank</b>					
Navy – Rear Admiral (RADM) [First name] [Surname] [PN]	Dear Rear Admiral [Surname]	Rear Admiral [First name] [Surname] [PN]	Rear Admiral (RADM) [First name] [Surname] [PN]	Rear Admiral [Surname]	Rear Admiral [Surname] or Sir/Madam
Army – Major General (MAJGEN) [First name] [Surname] [PN]	Dear Major General [Surname]	Major General [First name] [Surname] [PN]	Major General (MAJGEN) [First name] [Surname] [PN]	Major General [Surname]	Major General [Surname] or Sir/Madam
Air Force – Air Vice-Marshal (AVM) [First name] [Surname] [PN]	Dear Air Vice-Marshal [Surname]	Air Vice-Marshal [First name] [Surname] [PN]	Air Vice-Marshal (AVM) [First name] [Surname] [PN]	Air Vice-Marshal [Surname]	Air Vice-Marshal [Surname] or Sir/Madam

## 1.7 Religious

*It is important to note that care needs to be taken when sending correspondence to a specific person. For example, Dr may come after rank, as appropriate.*

*In Islam, Sheikh may also be used as term of respect to address older men or a highly trained scholar. Hajji before a person's name signifies that they have completed the Hajj pilgrimage. For Buddhist, the term His Holiness may also be used for senior monks.*

*Multicultural Affairs Queensland, Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism, can provide advice depending on the individual nature of the request. Multicultural Affairs Queensland are contactable at [www.dwatsipm.qld.gov.au/our-work/multicultural-affairs](http://www.dwatsipm.qld.gov.au/our-work/multicultural-affairs)*

*When partners are to be invited to the event, their details should be included on the invitation, unless otherwise indicated, as follows:  
[Title] [First name] [Surname] [PN] and [Ptnr Title] [Ptnr First Name] [Ptnr Surname] [Ptnr PN] eg, Mr John Smith AO and Mrs Joan Smith OAM*

<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b>Heads of Anglican Church of Australia Archbishop</b>					
His Grace the Most Reverend [First name] [Surname] [PN], Archbishop of ... or The Most Reverend the Archbishop of ...	Your Grace or Most Reverend	His Grace the Most Reverend [First name] [Surname] [PN]	His Grace the Most Reverend [First name] [Surname] [PN] or Archbishop [Surname]	His Grace the Most Reverend [First name] [Surname], Archbishop of...	Your Grace

<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b>Bishop</b>					
The Right Reverend [First name] [Surname] [PN], Bishop of ...  or  The Right Reverend the Bishop of ...	Dear Bishop or My Lord Bishop  or  Right Reverend	The Right Reverend [First name] [Surname] [PN]	The Right Reverend [First name] [Surname] [PN]  or  Bishop [Surname]	The Right Reverend [First name] [Surname], Bishop of ...  or  Bishop of ..., Bishop [Surname]	Bishop [Surname]  or  My Lord
<b>Dean</b>					
The Very Reverend [First name] [Surname] [PN], Dean of ...  or  The Very Reverend the Dean of ...	Dear Dean  or  Very Reverend	The Very Reverend [First name] [Surname] [PN]	The Very Reverend [First name] [Surname] [PN]  or  Dean [Surname]	The Very Reverend [First name] [Surname], Dean of ...  or  Dean of ..., Dean [Surname]	Dean [Surname]
<b>Archdeacon</b>					
The Venerable Archdeacon [First name] [Surname] [PN], Archdeacon	Dear Archdeacon	The Venerable Archdeacon [First name] [Surname] [PN]	The Venerable Archdeacon [First name] [Surname] [PN]  or  Archdeacon [Surname]	The Venerable Archdeacon [Surname], Archdeacon of...  or  Archdeacon [Surname], Archdeacon of...	Archdeacon [Surname]



<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b>Canon</b>					
The Reverend Canon [First name] [Surname] [PN]	Dear Canon [Surname]	The Reverend Canon [First name] [Surname] [PN]	The Reverend Canon [First name] [Surname] [PN] or Canon [Surname]	The Reverend Canon [First name] [Surname]	Canon [Surname]
<b>Other clergy</b>					
[Title] [First name] [Surname] [PN]	Dear [Title] [Surname] or Dear [Position] eg <i>Dear Vicar</i>	[Title] [First name] [Surname] [PN]	[Title] [First name] [Surname] [PN]	[Title] [First name] [Surname] [PN]	Father [Surname] or [Surname]
<b>Catholic Church in Australia</b>					
<b>Cardinal</b>					
His Eminence the Cardinal [First name] [Surname] [PN], Archbishop of... or His Eminence Cardinal [Surname]	Your Eminence or Dear Cardinal	His Eminence the Cardinal [First name] [Surname] [PN]	His Eminence the Cardinal [First name] [Surname] [PN] or Cardinal [Surname]	Cardinal [Surname]	Your Eminence

<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b>Archbishop</b>					
His Grace the Most Reverend [First name] [Surname] [PN], Archbishop of ..., or The Most Reverend the Archbishop of ...	Your Grace or Most Reverend	His Grace the Most Reverend [First name] [Surname] [PN],	His Grace the Most Reverend [First name] [Surname] [PN] or Archbishop [Surname]	Archbishop [Surname]	Your Grace
<b>Bishop</b>					
The Most Reverend [First name] [Surname] [PN], Bishop of ... or His Lordship the most Reverend Bishop of ...	My Lord or Dear Bishop	The Most Reverend [First name] [Surname] [PN] or Bishop of ...	The Most Reverend [First name] [Surname] [PN] or Bishop [Surname]	Bishop [Surname]	My Lord
<b>Monsignor</b>					
The Reverend Monsignor [First name] [Surname] [PN]	Dear Monsignor	The Reverend Monsignor [First name] [Surname] [P]	The Reverend Monsignor [First name] [Surname] [PN] or Monsignor [Surname]	Monsignor [Surname]	Monsignor [Surname]

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<b>Clergy of all denominations with rank of :</b>					
<b><i>Priest</i></b>					
The Reverend [First name] [Surname] [PN]	Dear Father [Surname]	The Reverend [First name] [Surname] [PN]	The Reverend [First name] [Surname] [PN]  or Father [Surname]	Father [Surname]	Father
<b><i>The Right Reverend</i></b>					
The Right Reverend [First name] [Surname] [PN]	Dear [Title] [Surname]	The Right Reverend [First name] [Surname] [PN]	The Right Reverend [First name] [Surname] [PN]  or Right Reverend [Surname]	The Right Reverend [First name] [Surname]	[Title] [Surname]  or Reverend [Surname]
<b><i>The Reverend</i></b>					
The Reverend [First name] [Surname] [PN]	Dear [Title] [Surname]	The Reverend [First name] [Surname] [PN]	The Reverend [First name] [Surname] [PN]  or Reverend [Surname]	The Reverend [First name] [Surname]	[Title] [Surname]  or Reverend [Surname]

<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b><i>Jewish Rabbi</i></b>					
Rabbi [First name] [Surname] [PN]	Dear Rabbi [Surname]	Rabbi [First name] [Surname] [PN]	Rabbi [First name] [Surname] [PN] or Rabbi [Surname]	Rabbi [Surname]	Rabbi [Surname]
<b><i>Pastor</i></b>					
Pastor [First name] [Surname] [PN]	Dear [Title] [Surname]	Pastor [First name] [Surname] [PN]	Pastor [First name] [Surname] [PN] or Pastor [First name]	Pastor [First name]	Pastor [First name]
<b><i>Salvation Army</i></b>					
(Rank) [First name] [Surname] [PN]	Dear (Rank) [Surname]	(Rank) [First name] [Surname] [PN]	(Rank) [First name] [Surname] [PN] or (Rank) [Surname]	(Rank) [Surname]	(Rank) [Surname]
<b><i>Islam</i></b>					
Imam [First name] [Surname] [PN], Imam of ..... Mosque	Dear Imam [Surname]	Imam [First name] [Surname] [PN]	Imam [First name] [Surname] [PN]	Imam [Surname]	Imam [Surname]
<b><i>Buddhist monks and nuns</i></b>					
The Venerable [First name] [Surname] [PN]	Dear Venerable	The Venerable [Name] [Surname]	The Venerable [First name] [Surname] [PN]	The Venerable [Name] [Surname]	Venerable or Master

## 1.8 Honours recipients

*When partners are to be invited to the event, their details should be included on the invitation, unless otherwise indicated, as follows:  
[Title] [First name] [Surname] [PN] and [Ptnr Title] [Ptnr First Name] [Ptnr Surname] [Ptnr PN] eg, Mr John Smith AO and Mrs Joan Smith OAM*

Envelope	Salutation	Invitation	Place card	How referred to	How addressed
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### Privy Councillors

*Normally former Governors-General or Senior Parliamentarians. The post nominals PC after the name are not used in Australia, it was discontinued in 1990.*

The Right Honourable [First name] [Surname] [PN]	Dear [Title] [Surname]	The Right Honourable [First name] [Surname] [PN]	The Right Honourable [First name] [Surname] [PN]	[Title] [Surname]	[Title] [Surname]
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### Citizens with honours within the Order of Australia

*Knight/Dame of the Order of Australia (AK/AD)\*; Companion of the Order (AC): Officer of the Order (AO): Member of the Order (AM): Medal of the Order (OAM)*

*\* From 1976 to 1986 and 2014 to 2015 there was provision for the appointment of Knights and Dames in the Order of Australia.*

[Title] [First name] [Surname] [PN]	Dear [Title] [Surname]	[Title] [First name] [Surname] [PN]	[Title] [First name] [Surname] [PN]	[Title] [Surname]	[Title] [Surname]
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### Knights of the various Orders

*KBE/DBE is used as an example only – refer to Order for Precedence of Honours and Awards*

Sir [First Name] [Surname] KBE	Dear Sir [First Name]	Sir [First Name] [Surname] KBE and Lady [First name] [Surname] [PN]	Sir [First Name] [Surname] KBE	Sir [First Name] [Surname] KBE	Sir [First Name]
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<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
Dame [First Name] [Surname] DBE	Dear Dame [First Name]	In her own right: Dame [First Name] [Surname] DBE  In her husband's honour: [Title] [First name] [Surname] [PN] and Dame [First name] [Surname] DBE	Dame [First Name] [Surname] DBE	Dame [First Name] [Surname]	Dame [First Name]
<b><i>Knights Bachelor</i></b>					
Sir [First name] [Surname] [PN]	Dear Sir [First Name]	Sir [First Name] [Surname] [PN] and Lady [First name] [Surname] [PN]	Sir [First Name] [Surname] [PN]	Sir [First Name] [Surname]	Sir [First Name]

## 1.9 Sister States

The Queensland Government has Sister State agreements with:

- State of South Carolina, United States of America; <https://governor.sc.gov>
- Municipality of Shanghai, People's Republic of China; [www.shanghai.gov.cn](http://www.shanghai.gov.cn)
- Prefecture of Saitama, Japan; [www.pref.saitama.lg.jp/english/](http://www.pref.saitama.lg.jp/english/)
- Province of Gyeonggi, Republic of Korea; <https://english.gg.go.kr/>
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*When partners are to be invited to the event, their details should be included on the invitation, unless otherwise indicated*

<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<i>United States of America</i>					
<b>Governor</b>					
The Honorable [First Name] [Surname] [PN], Governor of [State]	Dear Governor [Surname]	The Honorable [First Name] [Surname] [PN]	Governor of [State]	Governor [Surname] or The Honorable [First Name] [Surname] [PN], Governor of [State] (or the State of [State])	Governor [Surname] or Governor

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<b><i>Lieutenant Governor of a State</i></b>					
The Honorable [Title] [First Name] [Surname] [PN], Lieutenant Governor of [State]	Dear [Title] [Surname]	[Title] [First name] [Surname] [PN]	[Title] [First name] [Surname] [PN]	[Title] [Surname] or The Honorable [First Name] [Surname], Lieutenant Governor of [State]	[Title] [Surname]
<b><i>President of the Senate of a State</i></b>					
The Honorable [Title] [First Name] [Surname] [PN], President of the Senate of the State of [State]	Dear [Title] [Surname]	[Title] [First name] [Surname] [PN]	[Title] [First name] [Surname] [PN]	[Title] [Surname] or The President of the Senate of [State], [Title] [Surname] or The Honorable [First Name] [Surname], President of the Senate of the State of [State]	[Title] [Surname]



<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b>State Senator</b>					
The Honorable [Title] [First Name] [Surname] [PN], [State] Senate (or Senate of [State])	Dear [Title] [Surname]	[Title] [First name] [Surname] [PN]	[Title] [First name] [Surname] [PN]	[Title] [Surname] or The Honorable [First Name] [Surname], [State] State Senator	[Title] [Surname]
<i>The People's Republic of China</i>					
<b>Governor</b>					
His/Her Excellency [Title] [Surname] [First name], Governor of [Province]	Your Excellency	His/Her Excellency [Surname] [First name] and [Ptnr Title] [Ptnr Surname] [Ptnr First name]	His/Her Excellency	His/Her Excellency	Your Excellency or Governor [Surname]
<b>Mayor of Shanghai</b>					
His/Her Excellency [Title] [Surname] [First name], Mayor of Shanghai	Your Excellency	His/Her Excellency [Surname] [First name] and [Ptnr Title] [Ptnr Surname] [Ptnr First name]	His/Her Excellency	His/Her Excellency	Your Excellency [Surname] or Mayor [Surname]

<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<b>Secretary Chinese Communist Party</b>					
His/Her Excellency [Title] [Surname] [First name], Party Secretary of [Place Name]	Your Excellency	His/Her Excellency [Surname] [First name] and [Ptnr Title] [Ptnr Surname] [Ptnr First name]	His/Her Excellency [Surname], Party Secretary of [Place Name]	His/Her Excellency	Your Excellency or Party Secretary [Surname]
<b>Members of the People's Congress; Members of the Standing Committee; Chinese People's Political Consultative Congress</b>					
[Position] Mr/Madame [Surname] [First Name]	Dear Mr/Madame [Surname]	[Position] Mr/Madame [Surname] [Title] and [Ptnr Title] [Ptnr Surname] [Ptnr First name]	[Position] Mr/Madame [Surname]	[Position] [Surname] or Mr/Madame [Surname]	Mr/Madame [Surname]
<b>Japan</b>					
<b>Governor</b>					
His/Her Excellency [Title] [First Name] [Surname], Governor of Prefecture of Saitama	Your Excellency	His/Her Excellency [Title] [First Name] [Surname]	His/Her Excellency	His/Her Excellency	Your Excellency
<b>Vice-Governor</b>					
His/Her Excellency [Title] [First Name] [Surname], Vice- Governor Prefecture of Saitama	Your Excellency	His/Her Excellency [Title] [First Name] [Surname]	His/Her Excellency	His/Her Excellency	Your Excellency

<b>Envelope</b>	<b>Salutation</b>	<b>Invitation</b>	<b>Place card</b>	<b>How referred to</b>	<b>How addressed</b>
<i>Republic of Korea</i>					
<b>Governor</b>					
[Title] [Surname] [First Name], Governor of Gyeonggi Province	Dear [Title] [Surname]	[Title] [First Name] [Surname] and [Ptnr Title] [Ptnr Surname] [Ptnr First name]	[Title] [Surname]	[Title] [Surname]	[Title] [Surname]
<b>Members of National, Provincial of Municipal Assembly</b>					
[Title] [Surname] [First Name], [Position]	[Title] [Surname]	[Title] [First Name] [Surname] and [Ptnr Title] [Ptnr Surname] [Ptnr First name]	[Title] [Surname]	[Title] [Surname]	[Title] [Surname]
<i>Republic of Indonesia</i>					
<i>Note: Indonesian officials tend to use abbreviated military and academic titles before their names</i>					
<b>Governor</b>					
His/Her Excellency [Title - Military or academic] [First Name] [Surname], Province of Central Java	Your Excellency	His/Her Excellency [Title Military  or academic] [First Name] [Surname]	His/Her Excellency [Surname]	His/Her Excellency [Surname]	Your Excellency

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<b><i>Vice-Governor</i></b>					
His/Her Excellency [Title Military or academic] [First Name] [Surname], Province of Central Java	Your Excellency	His/Her Excellency [Title Military or academic] [First Name] [Surname],	His/Her Excellency	His/Her Excellency	Your Excellency