

## Section 11 - Attachments

### Attachment 1 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><i>The King</i></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><i>The Queen Consort</i></b>					
Her Majesty The Queen Consort	Your Majesty	By letter through DPC to allow a formal invitation to be extended	Her Majesty	Her Majesty The Queen Consort	Your Majesty, then Ma'am (rhymes with jam)
<b><i>A Prince</i></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>The Governor-General</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>Governor-General's partner</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>Governor</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

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<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 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 [Ptr Title] [Ptr First Name] [Ptr Surname] [Ptr PN]	The Honourable [Title] [First name] [Surname]	The Honourable [Title] [First name]	[First name] [Surname]

<b>1.2 Government and Parliament</b>					
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 [Ptrn Title] [Ptrn First Name] [Ptrn Surname] [Ptrn PN] eg, Mr John Smith AO and Mrs Joan Smith OAM					
<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<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

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<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 Minister</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

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<b><i>Minister (House of Representatives)</i></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><i>Minister (Senate)</i></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><i>Speaker of the House of Representatives</i></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><i>President of the Senate</i></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

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<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 [Ptr Title] [Ptr Surname]	[Title] [First name] [Surname] MLC	[Title] [First name] [Surname] MLC	[Title] [First name] [Surname] MLC	[Title] [Surname]
<b>Vic</b>  Legislative Assembly – MP Legislative Council – MLC <a href="http://www.parliament.vic.gov.au">www.parliament.vic.gov.au</a>	<b>Tas</b>  House of Assembly – MP Legislative Council – MLC <a href="http://www.parliament.tas.gov.au">www.parliament.tas.gov.au</a>	<b>SA</b>  House of Assembly – MP Legislative Council – MLC <a href="http://www.parliament.sa.gov.au">www.parliament.sa.gov.au</a>		<b>WA</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 <b>Section 8</b></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]

<b>1.3 Judiciary</b>					
Details of Queensland's judges and magistrates can be found at <a href="http://www.courts.qld.gov.au/contacts/judiciary-contacts">www.courts.qld.gov.au/contacts/judiciary-contacts</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 [Ptr Title] [Ptr First Name] [Ptr Surname] [Ptr PN] eg, Mr John Smith AO and Mrs Joan Smith OAM					
<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<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>Former Chief Justices</b>					
A number may be entitled to retain the title of 'Honourable'					
[Title] [First Name] [Surname] [PN]	Dear [Title] [Surname]	[Title] [First Name] [Surname] [PN]	[Title] [First Name] [Surname] [PN]	[Title] [First Name] [Surname]	[Title] [Surname]



<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<p><b>Former Justices of The Supreme Court</b></p> <p><i>Former Justices are entitled to retain the title, 'Honourable', following application for its use and receiving subsequent approval.</i></p>					
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>1.4 Local Government</b>					
Details of Queensland Mayors can be found at <a href="http://www.dlqma.qld.gov.au">www.dlqma.qld.gov.au</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 [Ptr Title] [Ptr First Name] [Ptr Surname] [Ptr PN] eg, Mr John Smith AO and Mrs Joan Smith OAM					
<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<b>The Lord Mayors</b>					
The Lord Mayor of Darwin's title is "The Right Worshipful The Lord Mayor of Darwin"					
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><i>Mayors of other Cities and Towns</i></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><i>Councillors</i></b>					
Councillor [First name] [Surname] [PN]	Dear Councillor [Surname]	Councillor [First name] [Surname] [PN]	Councillor [Surname]	Councillor [Surname]	Councillor [Surname]

<b>1.5 Diplomatic and Consular Corps</b>					
Information on the Diplomatic and Consular Corps can be found at <a href="http://www.dfat.gov.au">www.dfat.gov.au</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 [Ptr Title] [Ptr First Name] [Ptr Surname] [Ptr PN] eg, Mr John Smith AO and Mrs Joan Smith OAM					
<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<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]

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<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 [Ptrn Title] [Ptrn First Name] [Ptrn Surname] [Ptrn PN] eg, Mr John Smith AO and Mrs Joan Smith OAM					
<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<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

<b>1.7 Religious</b>					
<p><i>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.</i></p> <p><i>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.</i></p> <p><i>Multicultural Affairs Queensland, Department of Local Government, Racing and Multicultural Affairs, can provide advice depending on the individual nature of the request. Multicultural Affairs Queensland are contactable at <a href="http://www.dlgrma.qld.gov.au/multicultural-affairs/multicultural-affairs.html">www.dlgrma.qld.gov.au/multicultural-affairs/multicultural-affairs.html</a>.</i></p>					
<p><i>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</i></p>					
<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<b>Heads of Anglican Church of Australia</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]	His Grace the Most Reverend [First name] [Surname], Archbishop of...	Your Grace

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<b><i>Bishop</i></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><i>Dean</i></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><i>Archdeacon</i></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]



<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<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] <i>eg</i> <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

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<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]

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<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

<b>1.8 Honours recipients</b>					
<p>When partners are to be invited to the event, their details should be included on the invitation, unless otherwise indicated, as follows:  <i>[Title] [First name] [Surname] [PN] and [Ptrn Title] [Ptrn First Name] [Ptrn Surname] [Ptrn PN] eg, Mr John Smith AO and Mrs Joan Smith OAM</i></p>					
<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<p><b>Privy Councillors</b>  <i>Normally former Governors-General or Senior Parliamentarians. The post nominals PC after the name are not used in Australia, it was discontinued in 1990.</i></p>					
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]
<p><b>Citizens with honours within the Order of Australia</b>  <i>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)</i>  <i>* From 1976 to 1986 and 2014 to 2015 there was provision for the appointment of Knights and Dames in the Order of Australia.</i></p>					
[Title] [First name] [Surname] [PN]	Dear [Title] [Surname]	[Title] [First name] [Surname] [PN]	[Title] [First name] [Surname] [PN]	[Title] [Surname]	[Title] [Surname]
<p><b>Knights of the various Orders</b>  <i>KBE/DBE is used as an example only – refer to Order for Precedence of Honours and Awards</i></p>					
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]

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
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 Nevada, United States of America; [www.gov.nv.gov](http://www.gov.nv.gov)
- State of South Carolina, United States of America; <https://governor.sc.gov>
- State of Texas, United States of America; [www.gov.texas.gov](http://www.gov.texas.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/>
- Province of Central Java, Republic of Indonesia. [www.jatengprov.go.id](http://www.jatengprov.go.id)

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

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<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]



<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<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]

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<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]
<i>Japan</i>					
<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

<i>Envelope</i>	<i>Salutation</i>	<i>Invitation</i>	<i>Place card</i>	<i>How referred to</i>	<i>How addressed</i>
<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