

# Street directories with sorting data

The reference data including the address information of all buildings served by the postal system

Swiss Post maintains a database with all roads, hamlet and plot names in Switzerland and the Principality of Liechtenstein: the street directory. This directory is updated regularly and is available to you in two versions.

## Street directory with sorting data

The “Street directory with sorting data” includes the non-personal address details of all 1.8 million buildings in Switzerland and the Principality of Liechtenstein that are serviced by Swiss Post, as well as all postcodes valid for addresses. This makes it the perfect reference for the postal validation of your address data.

### Possible uses

- Include only current and accurate street and town names in your systems
- Check non-personalized address components such as street, house number, postcode and town
- Use the postcode directory to find postcodes in Switzerland and the Principality of Liechtenstein

### The advantages for you

- This free directory is always up to date, as it is updated every 14 days
- Thanks to the modular structure of the directory, you receive only the information that you require

### Sequencing: a win-win situation!

Would you like to send newspapers and magazines at a reduced price? Or save on costs by pre-sorting addressed mass bulk mailings (PP) to match the sequence of the mail carrier's route, in accordance with Swiss Post specifications? The directory can also support you with these requirements. Pre-sorting is worthwhile when sending at least 250,000 consignments per posting to the whole of Switzerland, or when delivering more than 3,000 consignments to a particular region or city.

Use this practical tool for pre-sorting large quantities by delivery point – and receive a discount as well. The “Upstream services” factsheet presents the different upstream services that can be carried out by customers and indicates the corresponding discounts. You can find it at [www.swisspost.ch/upstream-services](http://www.swisspost.ch/upstream-services).

The “Street directory with sorting data” is available free of charge and without a contract.

## Street directory with municipality numbers

The “Street directory with municipality numbers” provides another exciting attribute on top of all the advantages of the “Street directory with sorting data”: the municipality number for each building that is serviced by Swiss Post.

### What is the municipality number and what is it useful for?

In Switzerland and the Principality of Liechtenstein, municipality numbers are created, managed and updated on an ongoing basis by the Swiss Federal Statistical Office (SFSO). These official numbers are structured by cantons and districts or a comparable cantonal administrative unit.

The “Street directory with municipality numbers” therefore allows you to assign a building to a municipality without ambiguity. For insurance companies, for example, it is important to know in which political municipality their insured parties live, so that they can adjust premiums to match the corresponding premium region.

The “Street directory with municipality numbers” is available under a licence agreement for CHF 1,200 per year.

### Useful information

#### Where can I obtain these directories?

You can obtain the street directories from the download center for the "Address and geodata" online service in Swiss Post's Customer Center ([www.swisspost.ch/online-services](http://www.swisspost.ch/online-services)). To do so, you require a Swiss Post user account.

#### How current is the data in these directories?

Swiss Post updates the "Street directory with sorting data" and the "Street directory with municipality numbers" every two weeks. The exact dates can be found in the download center for the "Address and geodata" online service in Swiss Post's Customer Center ([www.swisspost.ch/online-services](http://www.swisspost.ch/online-services)). Each updated file is available around ten days before the validity date.

#### What else do I need to be aware of when I use the "Street directory with sorting data"?

Download the relevant data set that is valid from the first Monday of a calendar month (or a more recent set). This ensures that the data you are using is as up to date as possible. When sending addressed bulk mailings (PP), the data must not be more than 60 days old. For newspapers and magazines, the data should be as up to date as possible and no older than 30 days.

#### What data format or what data structure do the directories have?

The street directory is generated as a ANSI file (Windows 1252, separated by semicolons). You can find all information about the data structure of the street directories in the instructions available at [www.swisspost.ch/geodata](http://www.swisspost.ch/geodata) > Documents.

#### Does Swiss Post maintain other directories with reference data?

Yes, the "Street directory with geographical coordinates including altitude information" and the "GeoPost ZipCodes+ Geo" digital map are available for optimizing your logistics and geographical information systems. You can find more information about these services at [www.swisspost.ch/geodata](http://www.swisspost.ch/geodata).

### Information and advice

You can find more information at [www.swisspost.ch/geodata](http://www.swisspost.ch/geodata).

Please contact us for a consultation. Our specialists would be happy to advise you by e-mail ([address-maintenance@swisspost.ch](mailto:address-maintenance@swisspost.ch)) or over the phone (+41 58 386 67 67). We look forward to your enquiry.