

## WHY POST YOUR ADDRESS?

Every structure assigned an address must have the address posted in a visible location. Posting your address correctly will:

**Help Emergency Responders protect you and your family in the event of an emergency.**

**By making sure your address is visible, you will allow Emergency Responders to locate you more quickly.**

**Give your structure identification.**

By properly posting your address in the correct place, you also allow delivery, postal, and utility service providers to find you more quickly. Without your address properly posted, they may not be able to find you and may refuse service.

**DISPLAY YOUR ADDRESS CORRECTLY, IT'S THE LAW!**



### Guilford County Regulation Overview

(Refer to the Development Ordinance Appendix 1)

1. Addresses must be posted during construction of a new structure (once a building permit has been issued) and properly maintained thereafter.
2. Address numbers must be at least 4\* inches in height on single family residential structures and at least 6 inches on apartments, condominiums and commercial structures (or at least 12 inches if the building is more than 100 feet from the road).
3. For non-residential structures, the address numbers must be at least 6 inches in height if the structure is within 100 feet from the road and at least 12 inches if the building is more than 100 feet from the road; additional postings may be required.
4. For residential structures, address numbers must be placed within a 3 foot perimeter of the front entrance or in a location visible from the street. For non-residential and multi-family structures, address numbers must be placed in the approximate center of the structure or where it is most easily viewed from the road.
5. In the event that a residence is more than 100 feet from the road, additional address numbers must be placed at the intersection of the legally recognized driveway and the road from which the residence is addressed.
6. Address numbers and letters must be in a color contrasting with the color of the house and any framing on which the address numbers are set.
7. The owner of the structure is responsible for maintaining the proper display of the address numbers and letters and for making sure the address is visible from the road.

Guilford County GIS/Address Administration  
400 West Market Street  
PO Box 3427  
Greensboro, NC 27402  
336-641-2337  
[www.co.guilford.nc.us](http://www.co.guilford.nc.us)

# Is YOUR ADDRESS DISPLAYED CORRECTLY?



**MAKE SURE WE CAN FIND YOU  
IN CASE OF EMERGENCY**



# ADDRESS NUMBER PLACEMENT REQUIREMENTS

Follow these tips in order to make sure Emergency Responders can locate your house or building—every second counts!

Even if you receive your mail at a Post Office Box, it is still important to post your assigned address.

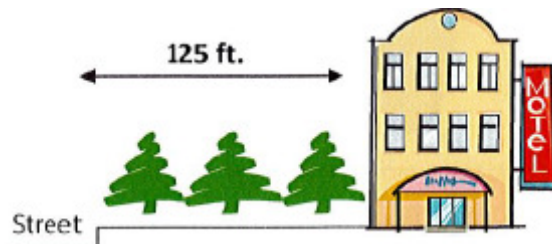
## SIZE REQUIREMENTS

### - RESIDENTIAL

All new residential single family homes must have numbers that are at least 4\* inches high. Multi-family buildings such as apartments and condominiums must have numbers that are at least 6 inches high if the building is within 100 feet from the road. If it is more than 100 feet from the road, the numbers must be at least 12 inches in height.

### - NON-RESIDENTIAL

New office, commercial, retail, industrial and other non-residential buildings must have numbers that are at least 6 inches high if the building is within 100 feet from the road. If it is more than 100 feet from the road, the numbers must be at least 12 inches in height.



\* Revised in 2012 North Carolina Codes

## COLOR

The color of your address numbers must contrast with the background. It is also helpful if the numbers are reflective.

## PLACEMENT

Address numbers must be placed within 3 feet of the front entrance of the house or in a location that can be seen from the street in both directions. Numbers on mailboxes alone do not meet the posting requirements.

## MAINTENANCE

If address numbers are placed where grass, vines, or other plants can grow and affect visibility, the owner must properly maintain the growth so that the numbers are always visible.

If address numbers become damaged for any reason, it is the owner's responsibility to fix them. Make sure the numbers are repaired and serve their purpose.



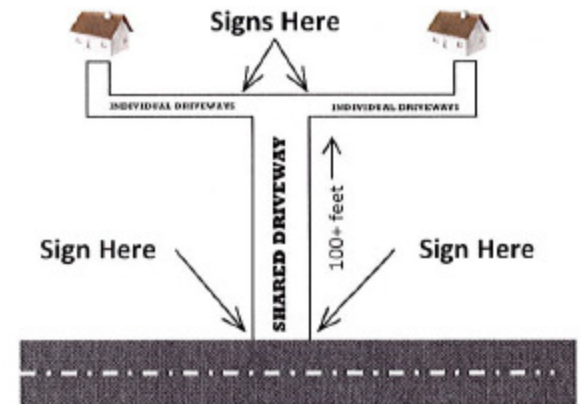
## DRIVEWAYS

All driveways must provide clear and passable access from the street and at the location from which the structure is addressed.

## SECONDARY SIGNS

If the addressed structure is more than 100 feet from the road, additional postings will be required. Signs are required to be at the intersection of the legal driveway and the roadway from which the structure is addressed, as well as on or near the structure itself.

If two or more structures are using the same access, then an additional sign is needed where the driveways separate.



For questions regarding address numbers and placement, please contact Guilford County GIS at 336-641-2337.