

Place of Publication

When citing publication locations in footnotes and the bibliography, include the two-letter state postal code.

Footnote example:

1. Aubrey Malphurs, *Advanced Strategic Planning: A New Model for the Church and Ministry Leaders*, 2nd ed. (Grand Rapids, MI: Baker Books, 2005), 167.

Bibliography example:

Malphurs, Aubrey. *Advanced Strategic Planning: A New Model for Church and Ministry Leaders*. 2nd ed. Grand Rapids, MI: Baker Books, 2005.

A student may include the two-letter postal code for all cities. Or a student may choose to omit the two-letter postal code for the following cities:

Baltimore
Boston
Chicago
Los Angeles
New York
Philadelphia
San Francisco

Inclusion of the country name is not required for the following world cities:

Amsterdam
Jerusalem
London
Milan
Moscow
Paris
Rome
Stockholm
Tokyo
Vienna