

Using Commas for Direct Address

When someone is addressed directly by name in a sentence, the name is usually set off with commas.

Find the three examples of direct address in this thank-you note. Tell where in the sentence each direct address appears. Then explain how the direct address is set off.

June 20

Dear Giant,

As mayor of Barletta, I want to thank you for helping to save our town. Colosso, everyone knows how magnificent you looked standing in our town square year after year. Now everyone knows there's never been a greater actor than you, Colosso! No one imagined how real the tears from a statue could seem to mere humans. Your tears turned our fears into joy and laughter. We will always honor you, Colosso, for the way you rescued your town and its people.

Sincerely,

The Mayor

Using Commas for Direct Address

When someone is addressed directly by name in a sentence, the name is usually set off with commas.

Find the three examples of direct address in this thank-you note. Tell where in the sentence each direct address appears. Then explain how the direct address is set off.

June 20

Dear Giant,

As mayor of Barletta, I want to thank you for helping to save our town. Colosso, everyone knows how magnificent you looked standing in our town square year after year. Now everyone knows there's never been a greater actor than you, Colosso! No one imagined how real the tears from a statue could seem to mere humans. Your tears turned our fears into joy and laughter. We will always honor you, Colosso, for the way you rescued your town and its people.

Sincerely,

The Mayor

In sentence 2, the direct address appears at the very beginning of the sentence and a comma is used after the direct address. In sentence 3, the direct address appears at the end of the sentence and a comma is used before the direct address. In the last sentence, the direct address appears in the middle of the sentence and commas are used before and after the direct address.