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| --- | --- | --- |
| Corporate Bodies | | |
|  | **Bold** = core if available | Additional notes |
| **010** | **LC Identifier** | Assigned automatically upon submission |
| **024** | **Other identifier**  7\_ $a ID code $2 code for source $1 URI | [Common source codes: wikidata ; orcid ; viaf](https://www.loc.gov/aba/pcc/naco/documents/NACO-024-Best-Practices.pdf) |
| **046** | Date:  period of activity  $q establishment date  $r termination date  $s date of beginning activity  $t date of end of activity | YYYY-MM-DD HH:MM:SS  $2 edtf |
| **110** | 2\$a **Preferred Name** (Qualifier **if name alone does not sound like a corporate body**, or **if needed to distinguish**)  2\$a **Higher body Preferred Name** (Qualifier **if needed**). $b **Subordinate Body Preferred Name.** | First Indicator: 1 = Jurisdiction; 2 = Direct order  Possible qualifiers: Location, Associated Institution, Type of Jurisdiction, Designation  -- if Location or Associated Institution, use NAF preferred name  Omit "Inc.", "LLC", etc. unless name does not sound like a corporate body without it |
| **368** | Other designation **if name doesn’t sound like a corporate body** | What type of company/establishment is this  Take from LCSH $2 lcsh or Getty Art & Architecture Thesaurus $2 aat  If using an uncontrolled term, use the singular form |
| **370** | Location:  $c country  $e headquarters  $f other | Take from NAF $2 naf |
| **371** | Address:  $a Street  $b City  $c State/Province/etc.  $d Country  $e Postal code  $m email | Rarely needed, but sometimes useful to distinguish similar corporate bodies in the same city |
| **372** | $a Field of work | Use terms denoting *activity*  Take from LCSH $2 lcsh  $a Subject $x Subdivision  $a Subject--Subdivision (no spaces around hyphen) |
| **373** | $aAssociated institution, **if better for distinguishing than place name** | Take from NAF if possible $2 naf |
| **377** | $a Languages they work in | Use MARC language codes |
| **410, 411** | $a Variant access points | Other forms the name might be searched by  (e.g. order of names; abbreviations)  Only forms that actually show up on sources |
| **500, 510** | See Also related entities  $w r $i [relationship] $a authorized access point  $w can also be for “earlier name” type of encoding | Use for strongly related entities – earlier or later names, people who ran the body for a long time etc.  Take $a from NAF |
| **667** | $aNote to other catalogers, for example:   * Formerly on undifferentiated name record: LCCN * Do not confuse with [other entity with similar name] ([LCCN]) | Used for “do not confuse with” notes  See NACO participants’ manual |
| **670** | **Sources**  $a Surname, G. Title proper, pub. date: $b location in source (data 1; data 2; data 3)  $a Communication with [author/publisher/etc.], date $b (data 1; data 2; data 3)  $a Website title, viewed date: $b page title (data 1; data 2; data 3) $u url | One 670 field for each source consulted  Leave out “:” if there’s no specific location before the ()  Start data by listing the name(s) as appearing on the source You can mention data that isn’t significant enough to formally encode in another field  Can have multiple locations and multiple $u in a single 670  Terms for locations: NACO Participants’ Manual under 670 |
| **673** | $a Unrelated title $b subtitle $f Date $w(OCoLC)number | For when the entity is NOT the one mentioned in [source given in the NAR for a different entity with the same name] |
| **678** | Corporate history note |  |