

## Handbook of Estonian Place Names and Address Data

The following presentation is based on notes by Mall Leht, the Head of the Department of Address Data, Estonian Land Board.

In Estonia, the local government has the authority to establish place names and place addresses. Estonian Land Board (<https://maaamet.ee/en>) is responsible for address data registration, quality checks, and data dissemination.

All other state registers are expected to use address data from the Estonian Address Data System. Therefore, it is very important to ensure data quality.

The Handbook of Estonian Place Names and Address Data is a practical web-based guide for local government officials, but also anyone interested in address data or place names can find useful information here.

The compilation of the handbook was based mainly on questions that had arisen in communication between the Estonian Land Board and local governments.

The Estonian Land Board is constantly updating the handbook and keeps the most recent version available on the Land Board website.

The handbook contains approximately 160 pages of text, 60 illustrations, and pictures. There are 21 chapters and 195 subchapters. The topics include, for example, instructions on officially establishing place names, requirements to be considered, spelling rules, etc.

The main purpose of the handbook is to provide up-to-date information to all parties involved in the establishment of address data. For example, if there are changes in legislation, the Estonian Land Board will update the handbook accordingly. This is convenient for all officials as explanations are always current. When replying to questions from local government, a link to a chapter in the handbook may be used.

If there are new questions on any topic, the existing text can be modified or new chapters created. Redundant topics from the handbook are being removed. All previous versions and changes in the handbook are preserved.