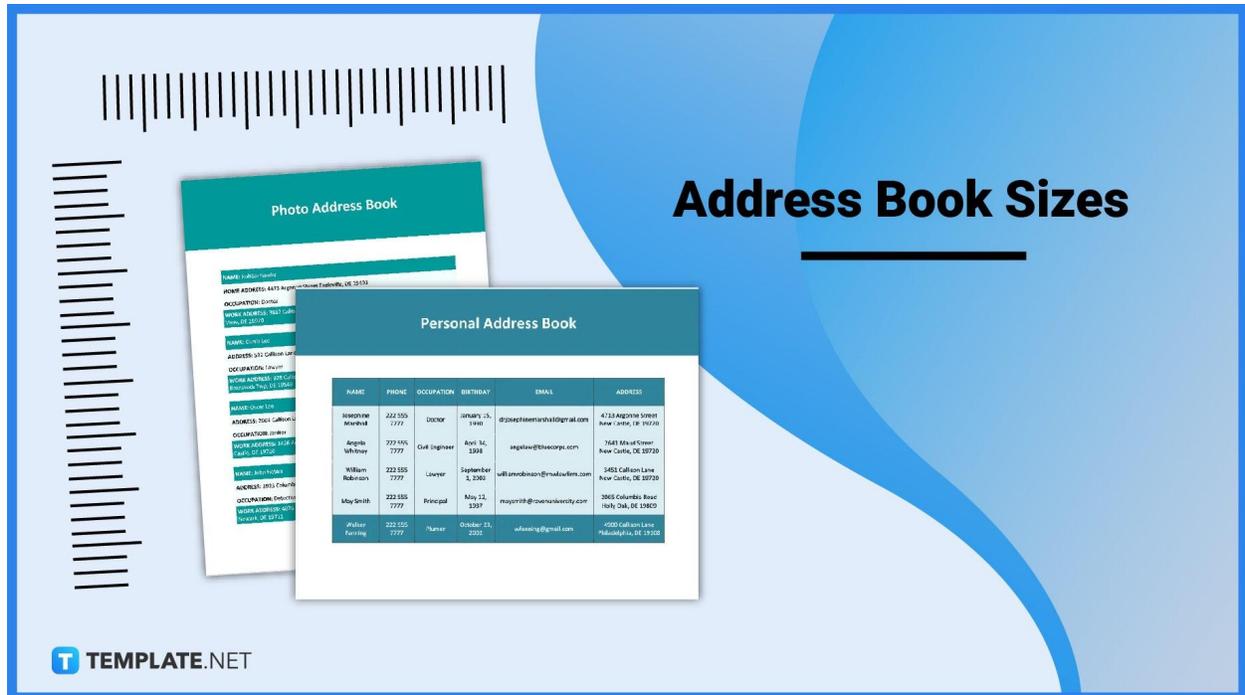


# Address Book Sizes

An address book started literally as a pocket-size black book that could fit in a purse or is about the same size as a wallet. Presently, there are different kinds of address book sizes to choose from since this tool isn't just used to store simple data but a whole lot more.



## Address Book Sizes Standard

A lot of people still love those old-school address books where names and other information are manually recorded. For businesses, the use of an electronic address book application is more feasible since a larger amount of data is needed to be stored.

## Letter Size

If you need to write down more data, then the letter paper size or ANSI letter is one of the best sizes for an address book. Its average size dimensions are 8.5 × 11 inches or 21.59 cm × 27.94 cm.

## **A4 Size**

Another commonly used paper size for documents is an A4 size which measures around 8.3 × 11.7 inches or 210 mm × 297 mm. This size is typical in most word processing applications and is the default paper size for a number of printer brands.

## **Address Book Sizes for Print**

Printing address books would depend on how you want to it look and its content, so you have an option to choose from a Letter paper size or an A4 paper size. However, if you want a smaller pocket version, just like an original address book then you have the option to adjust the paper size to A6 (4 × 6 inches) or A5 page size (5.83 × 8.27 inches) for a more compact version.

# Address Book Sizes for Print

A5



8.27 inches

5.83 inches

A6



6 inches

4 inches

# Address Book Sizes for MS Word

MS Word has several paper size options to choose from, while the Letter paper size is its default format. Like most word processing applications, you can always have the option to customize the length and width by clicking the page set up and then the paper size option.

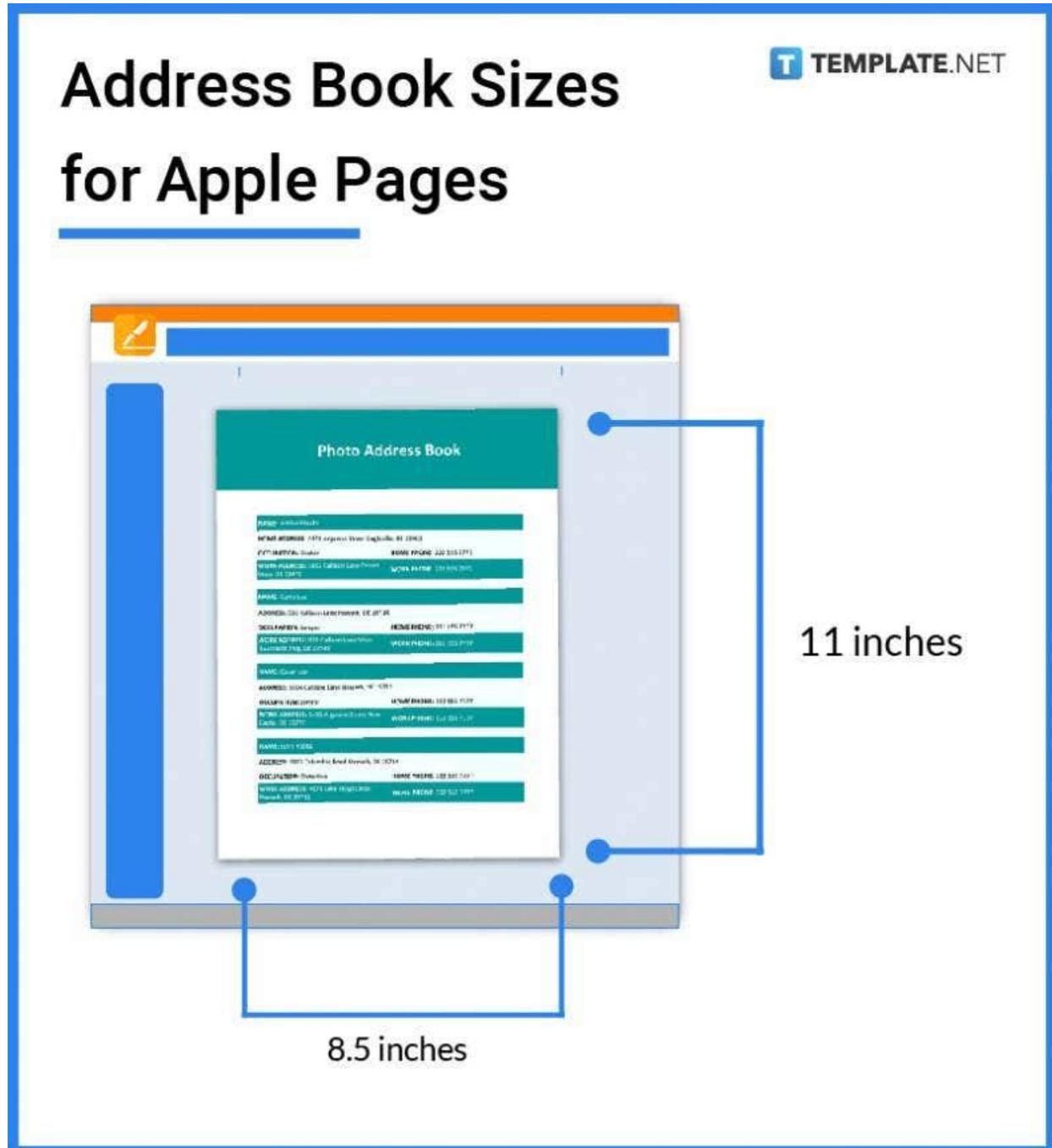
The diagram illustrates three different address book templates within MS Word, each shown on a different paper size. The templates are titled 'Hob Address Book', 'Hob Address Book', and 'Hob Address Book'. The dimensions are indicated by blue lines and text labels:

- US Letter:** 11 inches high and 8.5 inches wide.
- Legal:** 14 inches high and 8.5 inches wide.
- A4:** 11.7 inches high and 8.3 inches wide.

The logo 'TEMPLATE.NET' is visible in the top right corner of the diagram area.

# Address Book Sizes for Apple Pages

Apple users have the option to use Apple Pages since it is a built-in application in most apple devices. And typically, you can opt to use the standard paper sizes of A4 or Letter to create address book documents and also make all the necessary adjustments by clicking page setup, then manage custom sizes to fit your desired layout.



# Address Book Sizes for Google Docs

Another great alternative to prepare your documents which can be shared via chat or email is through Google Docs which has a default paper size in Letter format, a resolution of 2550 pixels wide and 3300 pixels tall. And like most applications of its kind, you can also change the margins by selecting page set up and changing each margin by clicking a box and typing a new measurement to fit the font and content.

## Address Book Sizes for Google Docs

3300 pixels tall

2550 pixels wide

TEMPLATE.NET

Photo Address Book	
NAME: JOHN SMITH	PHONE: (555) 123-4567
ADDRESS: 123 Main Street, New York, NY 10001	EMAIL: john.smith@example.com
NAME: Jane Doe	PHONE: (555) 987-6543
ADDRESS: 456 Oak Avenue, Los Angeles, CA 90001	EMAIL: jane.doe@example.com
NAME: Michael Brown	PHONE: (555) 234-5678
ADDRESS: 789 Pine Road, Chicago, IL 60601	EMAIL: michael.brown@example.com
NAME: Sarah White	PHONE: (555) 345-6789
ADDRESS: 101 Elm Street, San Francisco, CA 94101	EMAIL: sarah.white@example.com
NAME: David Green	PHONE: (555) 456-7890
ADDRESS: 202 Cedar Lane, Boston, MA 02101	EMAIL: david.green@example.com
NAME: Emily Black	PHONE: (555) 567-8901
ADDRESS: 303 Birch Blvd, Houston, TX 77001	EMAIL: emily.black@example.com
NAME: James Grey	PHONE: (555) 678-9012
ADDRESS: 404 Maple Way, Phoenix, AZ 85001	EMAIL: james.grey@example.com
NAME: Lisa Pink	PHONE: (555) 789-0123
ADDRESS: 505 Walnut Circle, Dallas, TX 75201	EMAIL: lisa.pink@example.com
NAME: Robert Blue	PHONE: (555) 890-1234
ADDRESS: 606 Hickory Hill, San Antonio, TX 78201	EMAIL: robert.blue@example.com
NAME: Jennifer Yellow	PHONE: (555) 901-2345
ADDRESS: 707 Poplar Place, San Diego, CA 92101	EMAIL: jennifer.yellow@example.com
NAME: Christopher Purple	PHONE: (555) 012-3456
ADDRESS: 808 Ash Avenue, Austin, TX 78701	EMAIL: christopher.purple@example.com
NAME: Amanda Cyan	PHONE: (555) 123-4567
ADDRESS: 909 Sycamore Street, Fort Worth, TX 76101	EMAIL: amanda.cyan@example.com
NAME: Matthew Magenta	PHONE: (555) 234-5678
ADDRESS: 1010 Chestnut Court, San Jose, CA 95101	EMAIL: matthew.magenta@example.com
NAME: Nicole Olive	PHONE: (555) 345-6789
ADDRESS: 1111 Elmwood Drive, San Francisco, CA 94101	EMAIL: nicole.olive@example.com
NAME: Daniel Teal	PHONE: (555) 456-7890
ADDRESS: 1212 Linden Lane, San Francisco, CA 94101	EMAIL: daniel.teal@example.com
NAME: Ashley Lavender	PHONE: (555) 567-8901
ADDRESS: 1313 Spruce Street, San Francisco, CA 94101	EMAIL: ashley.lavender@example.com
NAME: Benjamin Mint	PHONE: (555) 678-9012
ADDRESS: 1414 Willow Way, San Francisco, CA 94101	EMAIL: benjamin.mint@example.com
NAME: Victoria Peach	PHONE: (555) 789-0123
ADDRESS: 1515 Dogwood Drive, San Francisco, CA 94101	EMAIL: victoria.peach@example.com
NAME: Gregory Plum	PHONE: (555) 890-1234
ADDRESS: 1616 Magnolia Mall, San Francisco, CA 94101	EMAIL: gregory.plum@example.com
NAME: Olivia Apricot	PHONE: (555) 901-2345
ADDRESS: 1717 Redwood Road, San Francisco, CA 94101	EMAIL: olivia.apricot@example.com
NAME: Alexander Lemon	PHONE: (555) 012-3456
ADDRESS: 1818 Cypress Circle, San Francisco, CA 94101	EMAIL: alexander.lemon@example.com
NAME: Isabella Lime	PHONE: (555) 123-4567
ADDRESS: 1919 Juniper Junction, San Francisco, CA 94101	EMAIL: isabella.lime@example.com
NAME: Ethan Citrus	PHONE: (555) 234-5678
ADDRESS: 2020 Fir Forest, San Francisco, CA 94101	EMAIL: ethan.citrus@example.com
NAME: Sophia Grape	PHONE: (555) 345-6789
ADDRESS: 2121 Alder Avenue, San Francisco, CA 94101	EMAIL: sophia.grape@example.com
NAME: Benjamin Pear	PHONE: (555) 456-7890
ADDRESS: 2222 Birch Boulevard, San Francisco, CA 94101	EMAIL: benjamin.pear@example.com
NAME: Charlotte Apple	PHONE: (555) 567-8901
ADDRESS: 2323 Cedar Court, San Francisco, CA 94101	EMAIL: charlotte.apple@example.com
NAME: William Orange	PHONE: (555) 678-9012
ADDRESS: 2424 Elmwood Estate, San Francisco, CA 94101	EMAIL: william.orange@example.com
NAME: Amelia Lemon	PHONE: (555) 789-0123
ADDRESS: 2525 Maple Manor, San Francisco, CA 94101	EMAIL: amelia.lemon@example.com
NAME: James Lime	PHONE: (555) 890-1234
ADDRESS: 2626 Poplar Place, San Francisco, CA 94101	EMAIL: james.lime@example.com
NAME: Isabella Citrus	PHONE: (555) 901-2345
ADDRESS: 2727 Spruce Street, San Francisco, CA 94101	EMAIL: isabella.citrus@example.com
NAME: Alexander Grape	PHONE: (555) 012-3456
ADDRESS: 2828 Willow Way, San Francisco, CA 94101	EMAIL: alexander.grape@example.com
NAME: Sophia Pear	PHONE: (555) 123-4567
ADDRESS: 2929 Dogwood Drive, San Francisco, CA 94101	EMAIL: sophia.pear@example.com
NAME: Benjamin Apple	PHONE: (555) 234-5678
ADDRESS: 3030 Hickory Hill, San Francisco, CA 94101	EMAIL: benjamin.apple@example.com
NAME: Charlotte Orange	PHONE: (555) 345-6789
ADDRESS: 3131 Chestnut Court, San Francisco, CA 94101	EMAIL: charlotte.orange@example.com
NAME: William Lemon	PHONE: (555) 456-7890
ADDRESS: 3232 Elmwood Estate, San Francisco, CA 94101	EMAIL: william.lemon@example.com
NAME: Amelia Lime	PHONE: (555) 567-8901
ADDRESS: 3333 Maple Manor, San Francisco, CA 94101	EMAIL: amelia.lime@example.com
NAME: James Citrus	PHONE: (555) 678-9012
ADDRESS: 3434 Poplar Place, San Francisco, CA 94101	EMAIL: james.citrus@example.com
NAME: Isabella Grape	PHONE: (555) 789-0123
ADDRESS: 3535 Spruce Street, San Francisco, CA 94101	EMAIL: isabella.grape@example.com
NAME: Alexander Pear	PHONE: (555) 890-1234
ADDRESS: 3636 Willow Way, San Francisco, CA 94101	EMAIL: alexander.pear@example.com
NAME: Sophia Apple	PHONE: (555) 901-2345
ADDRESS: 3737 Dogwood Drive, San Francisco, CA 94101	EMAIL: sophia.apple@example.com
NAME: Benjamin Orange	PHONE: (555) 012-3456
ADDRESS: 3838 Hickory Hill, San Francisco, CA 94101	EMAIL: benjamin.orange@example.com
NAME: Charlotte Lemon	PHONE: (555) 123-4567
ADDRESS: 3939 Elmwood Estate, San Francisco, CA 94101	EMAIL: charlotte.lemon@example.com
NAME: William Lime	PHONE: (555) 234-5678
ADDRESS: 4040 Maple Manor, San Francisco, CA 94101	EMAIL: william.lime@example.com
NAME: Amelia Citrus	PHONE: (555) 345-6789
ADDRESS: 4141 Poplar Place, San Francisco, CA 94101	EMAIL: amelia.citrus@example.com
NAME: James Grape	PHONE: (555) 456-7890
ADDRESS: 4242 Spruce Street, San Francisco, CA 94101	EMAIL: james.grape@example.com
NAME: Isabella Pear	PHONE: (555) 567-8901
ADDRESS: 4343 Willow Way, San Francisco, CA 94101	EMAIL: isabella.pear@example.com
NAME: Benjamin Apple	PHONE: (555) 678-9012
ADDRESS: 4444 Dogwood Drive, San Francisco, CA 94101	EMAIL: benjamin.apple@example.com
NAME: Charlotte Orange	PHONE: (555) 789-0123
ADDRESS: 4545 Hickory Hill, San Francisco, CA 94101	EMAIL: charlotte.orange@example.com
NAME: William Lemon	PHONE: (555) 890-1234
ADDRESS: 4646 Elmwood Estate, San Francisco, CA 94101	EMAIL: william.lemon@example.com
NAME: Amelia Lime	PHONE: (555) 901-2345
ADDRESS: 4747 Maple Manor, San Francisco, CA 94101	EMAIL: amelia.lime@example.com
NAME: James Citrus	PHONE: (555) 012-3456
ADDRESS: 4848 Poplar Place, San Francisco, CA 94101	EMAIL: james.citrus@example.com
NAME: Isabella Grape	PHONE: (555) 123-4567
ADDRESS: 4949 Spruce Street, San Francisco, CA 94101	EMAIL: isabella.grape@example.com
NAME: Alexander Pear	PHONE: (555) 234-5678
ADDRESS: 5050 Willow Way, San Francisco, CA 94101	EMAIL: alexander.pear@example.com

## **FAQs**

### **How will you manage an address book?**

To manage an address book make sure that all details are updated for a seamless process when sending out email blasts, updates, shipping orders and etc.

### **What is the font size of the address book?**

The standard size of an address book is about 15 to 16px; however, you always have the option to change the size to fit your needs.

### **What are the dimensions of an address book?**

The average size dimensions of an address book are 8.5 × 11 inches (letter size) or 8.3 × 11.7 inches (A4 size).

### **What is the layout of an address book?**

The typical layout of an address book is in portrait orientation just like a telephone book.

### **How to make address book in 5 × 7 inches?**

To adjust an address book's size dimensions to 5 × 7 inches simply open the word processing application you are using, click on the page set up icon, then paper size, after which manage or customize the paper size.

### **How can I change the font size in my address book?**

To change an address book's font size, go to settings, click on display settings and locate the button where you can change and modify the font and its size.

## **What is the size of a personal address book?**

A personal address book can come in all sorts of sizes as you can create one as large as a Letter or A4 paper size or if you wish to store your contacts in a leather pocket size book then your best option is to adjust the measurements to 6 × 9 inches or 5.83 × 8.27 inches.

## **How to make a 6 × 8 spiral address book?**

To adjust an address book to 6 × 8 inches, you simply need to modify the margins and paper size to get the right dimensions that would fit a spiral address book.

## **How to print your Outlook address book in the perfect size?**

To ensure that the address book is fit to print, open page set up, check the landscape option and enable the shrink-to-fit option, and then specify narrow margins as you need.

## **How to choose the correct size address book for your business?**

Businesses of all sorts tend to have several contacts, telephone numbers, emails, and addresses to record so you will need to make use of a letter or A4 paper size to contain all those details.

## **How to increase the size of your address book?**

If your address book has a bigger font size or you have more content, then click on the page set up button, and look for the paper size options, if the sizes are not on the list then you have the option to customize the margins.

## **What is the perfect resolution of an address book?**

The higher the dpi the better the resolution and print quality, so the resolution of an address book should be around 1000 dpi or higher.

## **How to use the address book within Gmail?**

You can use this by managing the contacts, you can add edit details and add information through this application.

## **How to print A5 address book?**

To print an A5 page size address book make sure that your paper size is adjusted by clicking on the page set, check if an A5 paper size is available if not you can adjust the measurements.

## **What size is a pocket address book?**

A pocket address book is likened to a mini telephone book in structure and usually contains personal contact details of family, friends, colleagues, and emergency contact numbers.