How to Use a Comma With Abbreviations Following a Person's Name

**DO** use a comma to set off *Esq.* and other abbreviations that represent degrees or religious orders. For example:

- Roscoe Parker, *Esq.*, is our representative in Washington, D.C.
- Rev. James Tooley, *S.J.*, will lead the group in prayer before the meeting.
- Molly Grainger, *M.D.*, is leaving to join Doctors without Borders this year.
- Cheryl Kingsley, *Ed. D.*, wrote a book on special education, which was published last year.

**DO NOT** use a comma to set off *Jr.*, *Sr.*, or roman or arabic numerals. For example:

- Lieutenant Peter Holly *Jr.*
- Adrian Bond *Sr.*
- Robert Beard *2nd*
- Ellen Smith *III*

**Exception:** If you know that the person prefers to use commas in his or her name.

For more on using commas with a person's name, see *The Gregg Reference Manual*, paragraphs 156 to 158.