

- **RULES: (4) commas (,) to separate**
- a. three or more items in a series
- EX: I like apples, oranges, and bananas.
- b. beginning words from the main idea of the sentence
- EX: After the long rain, John planted some seeds.
- c. direct address (the person whom you are speaking to)
- EX: John, please pay attention.
- Please pay attention, John.
- Please, John, pay attention
- d. separate dates, addresses, and cities, states
- EX: Today is October 29, 2007, two days before Halloween.
- I live at 991 Candlestick Drive, Pensacola, Florida, USA.

- **RULES: Punctuate using the following rules:**
- (1) periods (.) with sentences called declarative statements
- or commands called imperative statements
- (2) question marks (?) with questions called interrogative statements
- (3) exclamation points (!) with strong feeling or emotions
- called exclamatory statements
- (4) commas (,) to separate
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