

Personal Titles and Titles Showing Family Relationships

13g. Capitalize titles.

(1) Capitalize the title of a person when the title comes before a name.

(2) Capitalize a word showing a family relationship when the word is used before or in place of a person's name.

Do not capitalize a word showing a family relationship if it follows a possessive word.

EXAMPLES My **d**ad is a close friend of **C**hief Bradley.

My **u**ncle Frank planned a birthday party for **A**unt Flora.

EXERCISE A In the following sentences, circle each incorrectly used lowercase letter. If a sentence is already correct, write C after it.

Example 1. Arthur enjoys talking with professor Bleau about archaeology.

1. For her birthday, my uncle Derwood gave aunt Bonnie a pair of earrings.
2. My grandpa owns stables where he boards and trains horses.
3. On Thursday, mayor Wilkins will be visiting our school.
4. Each morning, principal McVicar reads announcements.
5. Vickie listened with interest to a speech made by commissioner Jackson.
6. "Please ask Carlton whether he'd like to spend the night here," said dad.
7. My mom wrote a note to excuse me from class for my appointment with dr. Lanier.
8. When you see mrs. Davenport, please ask her if she has seen my mom.
9. Is that a drawing of president Washington on the one-dollar bill?
10. As Douglas approached the table, he said, "Good afternoon, uncle."

EXERCISE B The following sentences contain errors in capitalization. Circle each letter that is incorrectly capitalized or lowercased.

Example 1. Kenneth asked his Dad for permission to go see a movie with Mike.

11. Our committee should speak with the Principal about the dates for the party.
12. Before his birthday, I asked my Brother to give me a list of items he wanted.
13. I asked my neighbor, mr. Elton, if he would hire me to mow his lawn.
14. Jenny has always enjoyed spending time with aunt Pattie.
15. The fire marshal and mayor Kniffin worked together on the parade committee.