

# CCM Module 10: Publication, distribution, etc.

## Contents

Definitions of terms used in this module .....	5
10.1. Sources and bracketing.....	7
10.1.1. Sources.....	7
10.1.2. Brackets.....	7
10.2. Publishers, distributors, and manufacturers.....	8
10.2.1. Core status, sources, and transcription.....	8
10.2.2. Corporate body as publisher .....	9
a. Types of bodies .....	10
b. Sources of the publishing statement .....	11
c. Selecting from multiple publisher(s) or publishing statements.....	11
d. Recording names of corporate bodies as publishers.....	15
10.2.3. Person as publisher .....	18
a. When to give .....	18
b. When not to give.....	18
10.2.4. Name of serial as publisher.....	20
10.2.5. Publisher unknown.....	20
10.2.6. Distributor .....	21
10.2.6.1. Definition .....	21
10.2.6.2. Recording the name of a distributor.....	21
10.2.7. Manufacturer.....	22
10.2.7.1. Definition.....	22
10.2.7.2. When to record the details of manufacturing .....	23
10.2.7.3. Recording the manufacturer .....	23
10.2.8. Recording other bodies .....	24
10.3. Place of publication, distribution, and manufacture .....	25
10.3.1. Definition .....	25
10.3.2. Core status, sources, and transcription.....	25
10.3.3. Selecting the place of publication.....	26
10.3.4. Recording the place of publication .....	28
a. Multiple languages or scripts .....	28
b. Larger jurisdictions .....	28
c. Place is not given; uncertain or unknown .....	29
10.3.5. Selecting and recording the place of distribution or manufacture .....	30
10.4. Dates of publication, etc. ....	31
10.4.1. Definitions.....	31
a. Publication date.....	31
b. Release dates.....	31
c. Copyright dates .....	32
10.4.2. When to record publication date(s).....	32
a. First/last issue in hand.....	32

b. First/last issue not in hand .....	33
10.4.3. Selecting the publication date(s).....	33
10.4.4. Recording the publication date(s).....	33
10.5. Changes in the place or publisher or date of publication ( <i>RDA 2.8.1.5.2</i> ) .....	34
General.....	34
10.5.1. Place of publication.....	34
10.5.2. Changes in name of publisher ( <i>RDA 2.8.1.5.2, RDA 2.20.7.5.2</i> ).....	35
Basic guidelines:.....	35
10.5.3. Date of publication ( <i>RDA 2.8.6.5</i> ) .....	37
SUMMARY .....	38

## Module 10. Publication, Distribution, Etc.

RDA, in conjunction with MARC 21, provides instructions at a more granular level for publication, distribution, and manufacturing statements than did previous cataloging codes.<sup>1</sup> Data may include the place(s) of publication, name(s) of publisher(s), beginning and/or ending dates of publication, place(s) of distribution, name(s) of distributor(s), place(s) of manufacture, name(s) of the manufacturer(s) (e.g., the printer), and the copyright date. Statements related to publication, etc., are coded in 264 fields.

Recording the place and name of the publisher in a serial record is very similar to recording this information in monograph records; however, there are significant differences in the recording of dates, as explained in this module. The data is input in the following order: place of publication, name of publisher, date(s) of publication. This module will begin with the publisher, however, since the selection of the publisher determines the selection of the place of publication.

This module will discuss:

- Where to take the information from and when to use brackets
- What constitutes a publisher, distributor, or manufacturer
- Selecting and recording the name of the publisher, distributor, or manufacturer
- Selecting and recording the place of publication, distribution, or manufacture
- Recording the beginning/ending date of publication when the first/last issue is in hand
- How to handle changes that occur on later issues

---

<sup>1</sup> This portion of the record was called “publication, distribution, etc. area: under AACR2 and called the imprint under earlier codes.

# References

## RDA/LC-PCC PSs

### Publisher:

Sources: *RDA* 2.8.1.2

Place: *RDA* 2.8.2.3- *RDA* 2.8.2.6

Place changes: *RDA* 2.8.2.7

Name: *RDA* 2.8.4.3- *RDA* 2.8.4.7

Name changes: *RDA* 2.8.4.8

Date of publication: *RDA* 2.8.6.5

Notes: *RDA* 2.70.7.5.2

### Distributor:

Sources: *RDA* 2.9.1.2

Place: *RDA* 2.9.2.3- *RDA* 2.9.2.6

Place changes: *RDA* 2.9.2.7

Name: *RDA* 2.9.4.3- *RDA* 2.9.4.7

Name changes: *RDA* 2.9.4.8

Notes: *RDA* 2.20.8.4.2

### Manufacturer:

Sources: *RDA* 2.10.1.2

Place: *RDA* 2.10.2.3- *RDA* 2.10.2.6

Place changes: *RDA* 2.10.2.7

Name: *RDA* 2.10.4.3- *RDA* 2.10.4.7

Name changes: *RDA* 2.10.4.8

Notes: *RDA* 2.20.9.4.2

## CEG

Fields 264, 008/15-17 (country of publication code), 500, 550

## CCM

Module 6. Title and statement of responsibility

Module 13. Notes

## Definitions of terms used in this module

**Commercial publisher:** A for-profit corporate body whose primary function is that of publishing. (*CCM*)

**Copyright date:** A date associated with a claim of protection under copyright or a similar regime. (*RDA*)

**Date of publication:** A date associated with the publication, release, or issuing of a resource. (*RDA*) The year in which an item is made available to the public. (*CCM*)

**Distributor:** A person, family, or corporate body responsible for distributing a resource. (*RDA*)

**Issuing body:** A person, family or corporate body issuing the work, such as an official organ of the body. (*RDA*)

**Manufacturer:** A person, family, or corporate body responsible for printing, duplicating, casting, etc., a resource in a published form. (*RDA*) The corporate body responsible for the physical production of the item. (*CCM*)

**Publisher:** A person, family, or corporate body responsible for publishing, releasing, or issuing a resource. (*RDA*)

**Release date:** A date, consisting of the month and year that reflects the date of release for publication. (*CCM*)

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## 10.1. Sources and bracketing

### 10.1.1. Sources

The preferred source of information for publisher, distributor, and manufacturer is the same source used to determine the title proper, followed in order by any other source within the resource, accompanying material, published descriptions, a container that is not issued with the resource, or any other available resource (*RDA* 2.8.4.2, *RDA* 2.9.4.2, *RDA* 2.10.4.2, and *RDA* 2.2.4). The same sources of information are used to determine the date of publication, distribution, and manufacture (*RDA* 2.8.6.2, *RDA* 2.9.6.2, *RDA* 2.10.6.2, and *RDA* 2.2.4). The preferred source of information for the place of publication, etc., is wherever the name of the publisher, etc., is found, followed in order by the same sources above (*RDA* 2.8.2.2, *RDA* 2.9.2.2, *RDA* 2.10.2.2, and *RDA* 2.2.4). Take publication, distribution, and manufacture information from the earliest available issue.

Transcribe production, publication, distribution, and manufacture information in field 264 (a repeatable field). Note changes occurring on later issues as necessary in additional 264 fields (see *CCM* 10.5).

### 10.1.2. Brackets

Use brackets when supplying information from outside the resource or when the name or location of the producer, publisher, distributor, or manufacturer cannot be found or inferred and a phrase such as [place of publication not identified] is entered. When bracketing adjacent subfields, use a separate set of brackets for each subfield (*RDA* Appendix D.1.2.1).

```
264 #1 $a Cambridge [Massachusetts] : $b Harvard University Press
264 #1 $a [Place of publication not identified] : $b [publisher
not identified]
264 #1 $a Washington, D.C. : $b Library of Congress, $c [1989]-
264 #2 $a Chur [Switzerland] : $b [distributor not identified]
264 #2 $a New York : $b Macmillan Publishing Company
264 #1 $a [Seattle, Washington?] : $b Ethical Society of
Washington, $c 1990-
```

## 10.2. Publishers, distributors, and manufacturers

RDA defines a publisher as a “person, family, or corporate body responsible for publishing, releasing, or issuing a resource.” As is evident from this definition, the publisher may coordinate many activities involved with "publishing": deciding what to publish, how to publish it, who will print it, and how it will be distributed. Moreover, publishers come in a variety of forms; a publisher may be a corporate body, a person, a family, or a serial (i.e., the editors of a serial).

This section will focus on types of publishers as well as other bodies associated with serial publications, to answer commonly-asked the questions such as:

- Which of these is the publisher? Is the issuing body also serving as the publisher?
- When would it be most helpful to provide an access point for this or that name?

### 10.2.1. Core status, sources, and transcription

RDA distinguishes roles related to publishing with greater granularity than under previous cataloging codes. Below is a table based on RDA and the CONSER RDA Core Elements list to serve as a guide:

<i>Element</i>	<i>Transcribed (T) / Recorded (R)</i>	<i>RDA/CONSER</i>
1st place of publication	T	Core
1st publisher	T	Core
1st place of distribution	T	Core if place of publication not identified (but place of distribution is available)
1st distributor	T	Core if publisher’s name not identified (but distributor is available)
1st place of manufacturing	T	Core if neither place of publication nor place of distribution is identified (but place of manufacturing is available)
1st manufacturer	T	Core if neither publisher’s name nor distributor’s name is identified (but name of manufacturer is available)

Sources for these data elements are discussed in 10.1.



## 10.2.2. Corporate body as publisher

A corporate body may serve several functions. It may publish a serial (i.e., it makes the serial available to the public), and/or it may issue the serial (i.e., it is also responsible for the contents). The terms "commercial publisher" and "issuing body" are generally used to distinguish these functions.

A corporate body that appears in a serial may also be neither publisher nor issuing body (see Figure # 10.3). The cataloger sometimes must discern bodies that are publishers from others whose functions are different or unknown, based on information from inside or outside the publication and on general knowledge of publications.

### Examples of Sources of the Publishing Statement

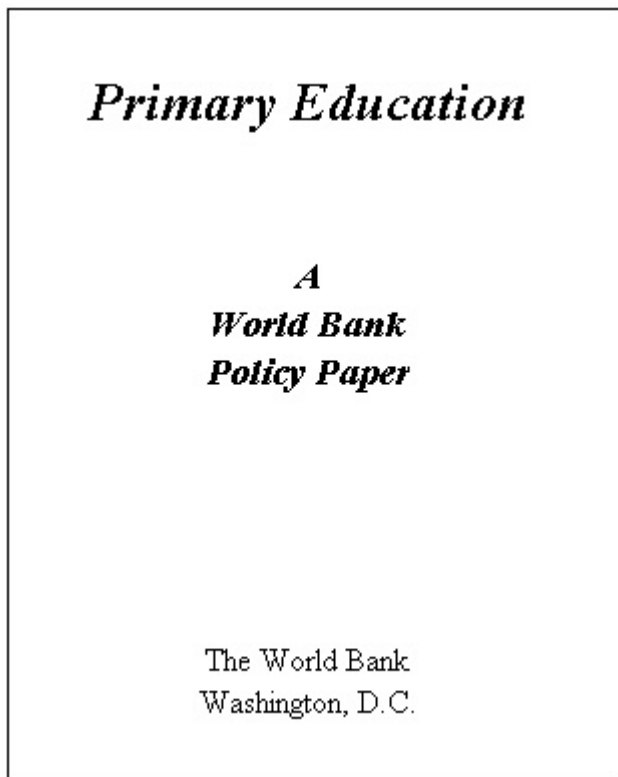


Figure 10.1. Foot of title page

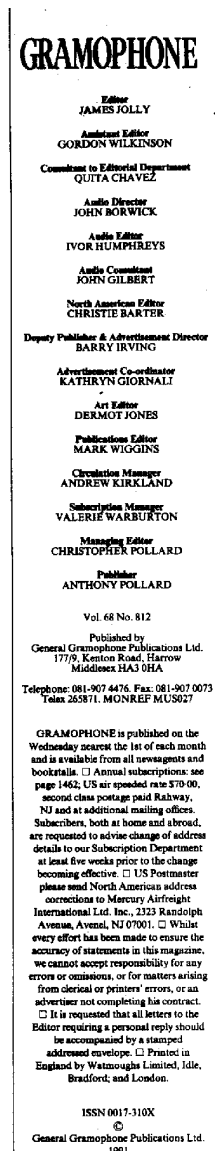




Figure 10.2. Masthead

264	#1	\$a Washington, D.C. :	\$b The World Bank
264	#1	\$a Harrow, Middlesex :	\$b General Gramophone Publications Ltd.

<p><b>The European Physical Journal</b></p> <p>EPJ <b>B</b></p>  <p>Recognized by the European Physical Society</p> 		<p><b>Figure # 10.3.</b> shows an example of a corporate body that is neither a publisher nor an issuing body</p>
<p><i>Figure 10.3. Cover</i></p>		

### a. Types of bodies

*Commercial publisher.* A corporate body whose primary function is that of publishing is referred to by catalogers as a "commercial publisher." Firms such as Random House, HarperCollins, Time/Life Books, and Elsevier are commercial publishers, as are university presses.

*Issuing body.* Unlike most monographs that are the work of one or more persons, serials are often the work of one or more corporate entities. These entities may be both responsible for the content and the publishing. Corporate bodies that are not primarily in the business of publishing but which are responsible for the issuance of the serial are referred to as "issuing bodies."

These may be non-profit societies, institutions, government agencies, or commercial firms whose primary function is not publishing (e.g., IBM). In some cases a commercial publisher may "issue" the serial because it takes on the function of compiling the data, writing the text, etc. An example is Serials Solutions which issues publications such as Ulrich's Periodicals Directory. In other instances, a serial may be published by a commercial publisher for an issuing body.

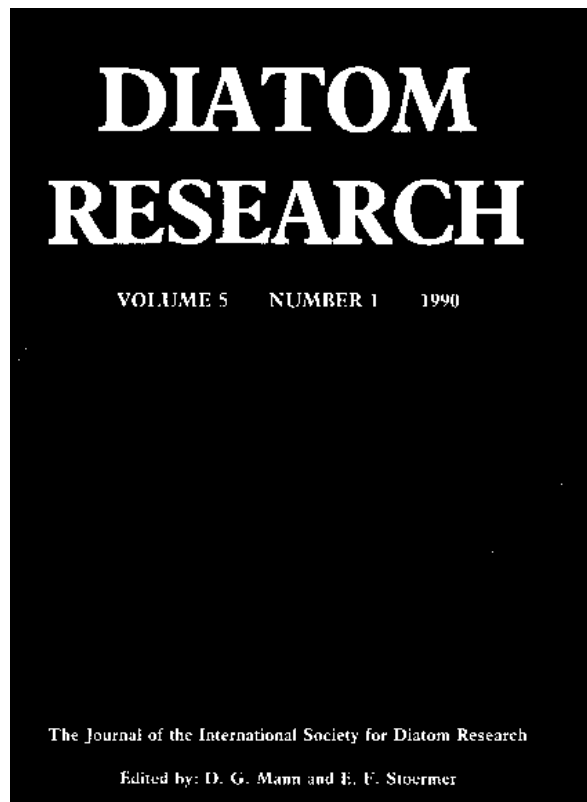
In Figure # 10.4. the commercial publisher is Biopress Limited; the issuing body is the International Society for Diatom Research

```
245 00 $a Diatom research : $b the
      journal of the
      International Society for
      Diatom Research.
264 #1 $a Bristol [England] : $b
      Biopress Limited,$c [1986]-
```

Published by Biopress  
Limited, Bristol

Printed in England by  
Titus Wilson & Son Ltd.  
Kendal

*Figure 10.4a. Masthead*



*Figure 10.4b. Cover*

Distinguishing between corporate entities that publish and those that issue serials is important when deciding whether to give an authorized access point for the body. For current publications, authorized access points are more commonly made for the names of issuing bodies than for those of commercial publishers.

### **b. Sources of the publishing statement**

If there are several statements in different sources, generally prefer the information found on the source for the title. In general, take the name of the publisher from one source, particularly in the case of corporate hierarchies; do not piece together the name of the publisher from several sources.

### **c. Selecting from multiple publisher(s) or publishing statements**

#### **1) Multiple languages or scripts (RDA 2.8.4.6)**

When a publisher's name is given in more than one language or script, give the name in the language or script of the title proper, or if this does not apply, in the language that appears first.

245 10 \$a Sawmills.  
 246 11 \$a Scieries  
 264 #1 \$a Ottawa : \$b  
 Dominion  
 Bureau of  
 Statistics,  
 Industry and  
 Merchandising  
 Division

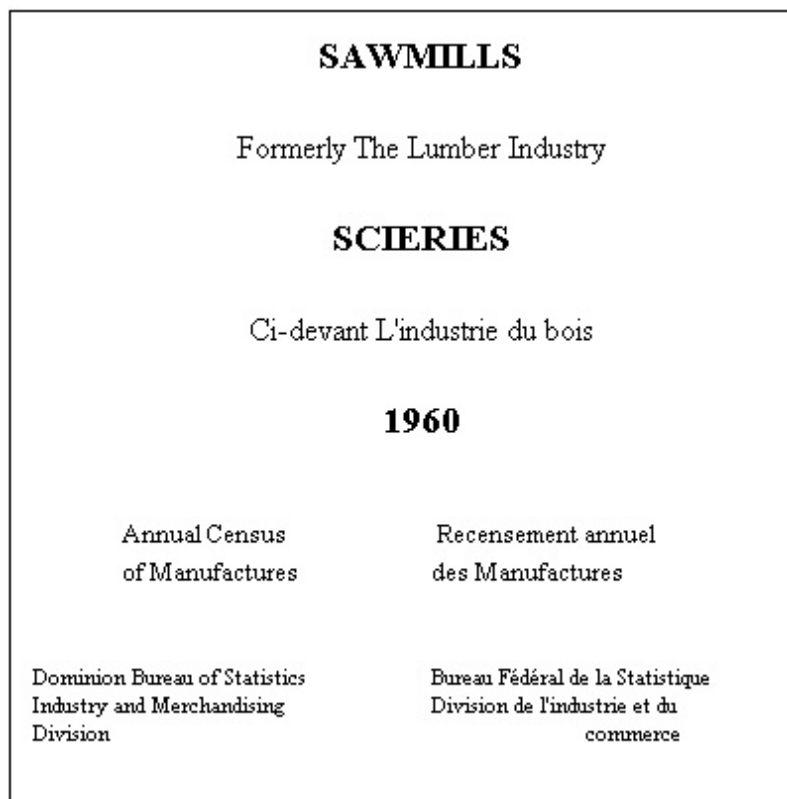


Figure 10.6

## 2) More than one body given

When the serial presents names of several corporate bodies, make the following determinations:

Whether the bodies are performing the same or different functions

Whether the bodies are separate organizations or elements of a corporate hierarchy (if the latter is the case there is only one body represented)

Whether the bodies are presented in separate statements or one grammatically linked statement

### (a) More than one body serving the same function.

While *RDA* 2.8.4 says to always enter the first publisher if available; other publishers may be recorded if desired. Transcribe each body in a separate subfield \$b unless they are part of one grammatically-linked statement (ISBD consolidated edition, A 3.2.6, 4.2.3). If there is one grammatically linked statement, record the entire statement in one subfield \$b. If one publisher is given on the preferred source and additional publishers are given elsewhere, record only the one given on the preferred source.

264 #1 \$a London : \$b Stevens ; \$a Chicago, Ill. : \$b Quadrangle Books  
 264 #1 \$a Washington, D.C.: \$b United States Department of the Interior, Bureau of Land Management : \$b United States Department of Agriculture, Forest Service  
 264 #1 \$a Harare, Zimbabwe : \$b Southern African Forum against Corruption and the Human Rights Trust of Southern Africa

Figure # 10.7 shows a case of two non-commercial publishers from unrelated organizations. If the cataloger chooses to record both publishers, since there is no connecting word or phrase, each is given in a separate subfield \$b (ISBD Consolidated edition, A 3.2.6, 4.2.3).

```
264 #1 $a Washington, D.C.  
      : $b Association of Jesuit  
      Colleges and Universities :  
      $b Jesuit Secondary  
      Education Association
```

*Figure 10.7*

**(b) More than one body serving different functions.**

If there is one statement, record the entire statement as the publisher.

```
264 #1 $a London : $b Published for the Institute of Directors by the Director  
      Publications Ltd.  
264 #1 $a Oxford ; $a Boston : $b Published in association with  
      the IUCC by Blackwell Scientific Publications, $c [1984]-
```

If there are several bodies mentioned in separate statements, prefer a commercial publisher over an issuing body and prefer a body whose function is publishing or issuing over that of printing or preparation of the contents. As appropriate, the other body may be included in an issuing body note (field 550), when not already given in the description. If the other body is a distributor, see *CCM* 10.2.6.

In Figure # 10.8., a commercial publisher is publishing the serial for an issuing body. Since the two are joined grammatically, the entire statement is given as a single publishing statement.

264 #1 \$a London ; \$a San Diego : \$b Published for the Chartered Institute of Management Accountants by Academic Press, Harcourt Brace Jovanovich, \$c [1990]-

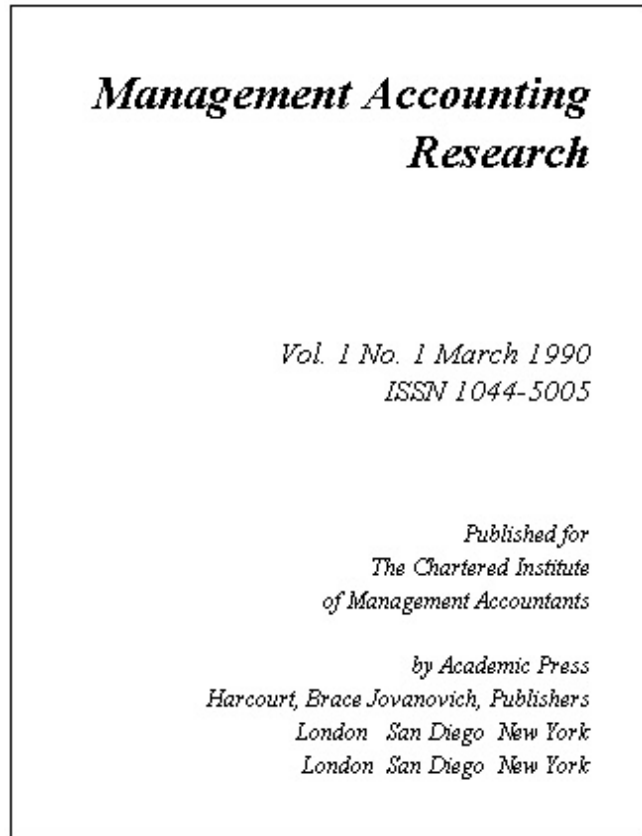


Figure 10.8

### 3) Government printers recorded as publisher

A government printer named on the piece is recorded as the publisher when there is no evidence that its function is not that of a publisher or distributor. If, however, another body appears prominently on the piece and the government printing office is named only in a less prominent position, it is probable that the office is functioning only as a printer and that the body is the publisher (*LC-PCC PS* for 2.9.1.1). In the United States, most federal government publications are considered to be issued by an agency, such as the Bureau of Labor Statistics. The Government Printing Office may serve as the printer and the Superintendent of Documents as the distributor, but neither is the publisher. U.S. congressional reports and documents are published and printed by the GPO. On such publications, "Government Printing Office" appears in the publishing position at the foot of the title page and is recorded as the publisher. In general, a government printer is either recorded as the publisher/distributor or not at all; it is not generally recorded as the manufacturer. For instructions concerning non-government printers, see *CCM* 10.2.7.

264 #1 \$a London : \$b H.M.S.O.

264 #1 \$a Washington, D.C. : \$b United States Government Printing Office

264 #1 \$a Nairobi, Kenya : \$b Government Printer

264 #1 \$a Washington, D.C. : \$b Department of Agriculture, Forest Service  
264 #2 \$a Washington, D.C. : \$b For sale by the Superintendent of Documents, U.S. G.P.O.  
*[abbreviated on source]*

Omit the name of a person serving as government printer when the name appears on the piece.

**On piece:** R.S. Wallbank, Government Printer

**In record:** : \$b Government Printer

## **d. Recording names of corporate bodies as publishers**

### **1) Capitalization**

Capitalize names of places and bodies according to the rules for the language involved (*RDA* Appendix A) or transcribe as found.

264 #1 \$a Genève : \$b Organisation mondiale de la santé

The *LC-PCC PS* 2.8.2.6 instructs catalogers to give a place of publication if at all possible. Nevertheless, there will be instances where no probable place and publisher can be supplied. In this situation, enter:

264 #1 \$a [Place of publication not identified] : \$b [publisher not identified]

### **2) Shortening the name of the publisher**

Prior to the 2002 revision of AACR2, publisher statements could be abbreviated to include just the generic term for the corporate body when the full name also appeared in the statement of responsibility or title. Following the 2002 revision of AACR2, and under *RDA* 2.8, such abbreviations are no longer used.

**Past practice:**

```

245 00 $a Utopian studies :
      $b journal of the
      Society for Utopian
      Studies.
260 ## $a St. Louis, MO : $b
      The Society, $c
      [1990]-

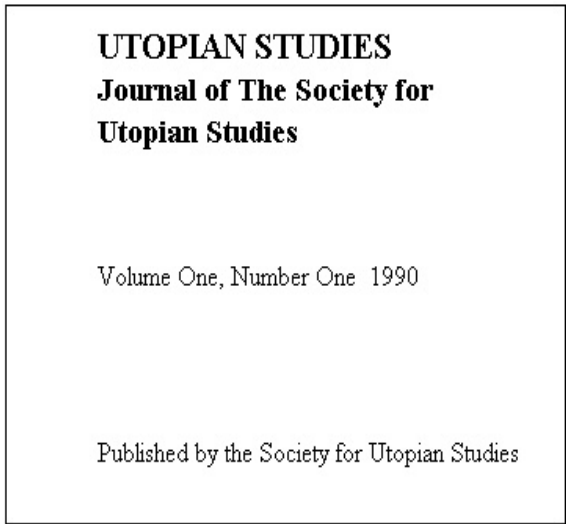
```

**Current practice:**

```

245 00 $a Utopian studies : $b
      journal of the Society
      for Utopian Studies.
264 #1 $a St. Louis, MO : $b
      Society for Utopian
      Studies, $c [1990]-

```



*Figure 10.9*

**3) Omitting parts of the name**

Past practice under AACR2 1.4D2 permitted catalogers to give the publisher in the shortest possible form "in which it can be understood and identified internationally." Under RDA (RDA 2.8.1.4), the publisher's name is transcribed as found.

**On piece: J.H. Stevens and Sons**

**Former practice:** 260 ## \$a London : \$b Stevens

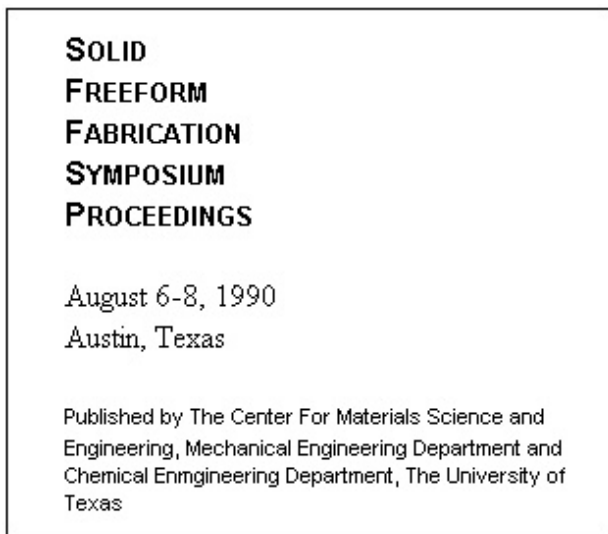
**Current practice:** 264 #1 \$a London : \$b J.H. Stevens and Sons

When a non-commercial publisher is part of a hierarchy that is given in a single statement, record the entire hierarchy. In Figure # 10.10, the publishing statement would be:

```

264 #1 $a Austin, Tex. : $b The
      Center for Materials
      Science and Engineering,
      Mechanical Engineering
      Department and Chemical
      Engineering Department,
      The University of Texas,
      $c [1990]-

```



*Figure 10.10*



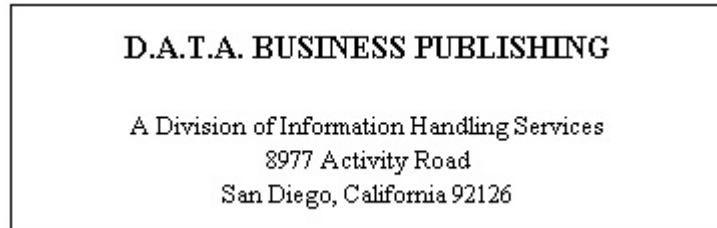
Generally, do not omit levels of corporate hierarchy when recording the publisher's name (*LC PCC PS* 2.8.1.4). For example, when a publisher is a subsidiary, the parent company should also be transcribed when they are presented together as a hierarchy.

**On piece:** Published by Appleton-Century-Crofts, Division of Meredith Publishing Company

**In record:** 264 #1 \$a New York, N.Y. : \$b Appleton-Century-Crofts, Division of Meredith Publishing Company, \$c 1967-

264 #1 \$a San Diego, California: \$b D.A.T.A. Business Publishing.

*In this case, "Division of Information Handling" is presented separately; inclusion in the publishing statement is a matter of cataloger's judgment*



**Figure 10.11**



264 #1 \$a Princeton [N.J.] : \$b Excerpta Medica

**Figure 10.12**

#### 4) Omitting preceding words

*RDA* 2.8.4.4 says to “record words or phrases indicating the function (other than solely publishing).” Words solely indicating publishing function are unnecessary because of the placement of the information in the publishing statement (Figure # 10.9.). Preceding words are retained when they imply something other than publishing or when two statements are grammatically linked to one another (see Figure # 10.8.).

**On piece:** Published bi-weekly by the Wall Street Transcript Corporation

**In record:** 264 #1 \$a New York, N.Y. : \$b Wall Street Transcript Corporation  
310 ## \$a Biweekly

**On piece:** Published for the Institute of Directors by the Director Publications Ltd, ...

**In record:** 264 #1 \$ a ... : \$b Published for the Institute of Directors by the Director Publications Ltd.

Statements such as "prepared by," "edited by," "compiled by," etc. are not usually considered to be publishing statements. The body given following such terms is recorded as publisher only when there is other evidence that shows this to be the case.

When a statement such as "prepared for ... by ..." appears on the piece, the body for whom it was prepared is generally considered to be the publisher as well as the issuing body.

**On piece:** Prepared for the: Sporting Goods Manufacturers Association, 200 Castlewood Drive, North Palm Beach, Florida 33408 ... by: American Sports Data, Inc., 234 N. Central Avenue, Hartsdale, NY 10530 ...

**In record:** 264 #1 \$a North Palm Beach, Florida : \$b Prepared for the Sporting Goods Manufacturers Association by American Sports Data, Inc.

### 10.2.3. Person as publisher

#### a. When to give

A person is recorded as the publisher only when he or she is named as the publisher and is acting alone and not as the representative of a firm. In the current age of desktop and online publishing, this is becoming more common. When recording the name of a person as publisher, the form of name is transcribed as found.

**On piece:** Editor and publisher: Newton W. Miller (no name of firm given)

**In record:** 264 #1 \$a Redlands, Calif. : \$b Newton W. Miller

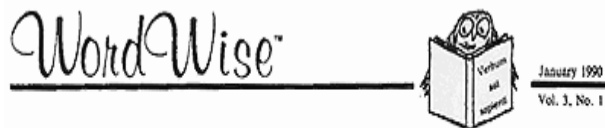


Figure 10.13a. Caption

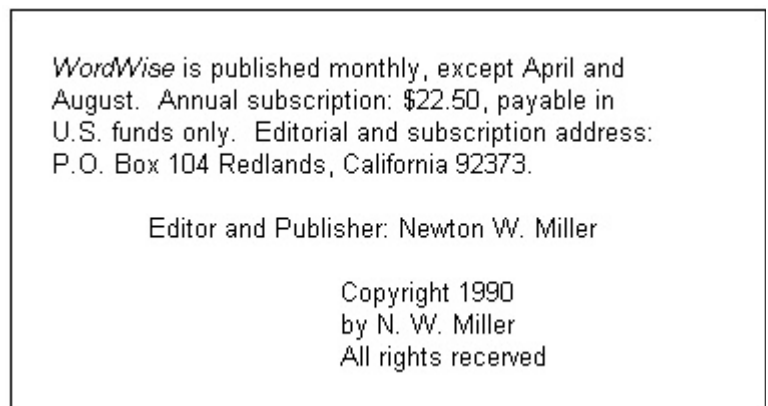


Figure 10.13b. Masthead

#### b. When not to give

Do not record as a publisher the names of persons whose job title is "publisher" when there is a commercial publishing company. Do not record names of officials of government agencies as publishers; instead, record the name of the agency

**LA POSTA:  
A JOURNAL OF  
AMERICAN  
POSTAL HISTORY**

Publisher: Richard W. Helbock

Mailing address:

P.O. Box 135

Lake Oswego, OR 97034

Phone: (503) 657-5685

LA POSTA: A JOURNAL OF  
AMERICAN POSTAL HISTORY  
(ISSN 9885-7385) is published bi-  
monthly with 6 numbers per volume by  
LA POSTA PUBLICATIONS, 131  
Tualatin Loop, West Linn, OR 97068.  
Richard W. Helbock, Owner &  
Publisher.

In Figure # 10.14, while Richard W. Helbock is named as the publisher and is also given as the owner and publisher in the masthead, La Posta Publications is given in the publishing statement of the masthead.

264 #1 \$a Lake Oswego, OR : \$b  
La Posta Publications

*Figure 10.14*

**RAILROAD COMMISSION OF TEXAS  
TRANSPORTATION/GAS UTILITIES DIVISION**

**GAS UTILITY INFORMATION BULLETIN**

NO. 423



**KENT HANCE, CHAIRMAN  
JOHN SHARP, COMMISSIONER  
JAMES E. (JIM) NUGENT, COMMISSIONER**

OCTOBER 25, 1990

In Figure # 10.15, Hance, Sharp, and Nugent are officials of the Commission. Their names are omitted from the cataloging record because they have no responsibility for the publication of the serial.

245 00 \$a Gas utility information  
bulletin.

246 #1 \$a [Austin, Texas] : \$b  
Railroad Commission of  
Texas, Transportation/Gas  
Utilities Division

*Figure 10.15*

## 10.2.4. Name of serial as publisher

If the publishing statement gives only the name of the serial being cataloged or the name of another serial, record the name of the serial as the publisher. Retain terms such as "Inc." or "Ltd." when they appear with the name for clarity. Capitalize each word in the title according to the rules for corporate bodies or transcribe as found.

For specific guidance on newspaper publishers, see *CCM* 33.9.

```
245 00 $a Sports illustrated
264 #1 $a New York : $b Time, Inc.

245 00 $a Dirty linen
264 #1 $a Baltimore, MD : $b Dirty Linen, Ltd.
```



```
245 00 $a U.S. industrial export
        directory.
264 #1 $a Stamford, Conn. : $b
        U.S. Industrial Export
        Directory, $c [1990]-
        (Figure # 10.16)
```

1990

First Edition

Published by  
U.S. Industrial Export Directory, a Reed International/Cahners Publication,  
8 Stamford Forum, P.O. Box 10277, Stamford, Connecticut 06904, USA.  
Tel: 203-328-2500 Fax: 203-357-7864.

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*Figure 10.16*

## 10.2.5. Publisher unknown

Give "[publisher not identified]" when there is no publishing statement and there is no probable publisher that could be supplied (*RDA* 2.8.4.7). In such cases, if a distributor statement is available, provide that statement.

```
264 #1 $a [New York?] : $b [publisher not identified]
264 #1 $a [Place of publication not identified] : $b [publisher not
        identified]
264 #1 $a Paris [Maine] : $b [publisher not identified]
```



Figure 10.17

In Figure # 10.17. there is no publisher presented on the piece, only an editor. Thus, the publishing statement is transcribed as:

264 #1 \$a Arlington, Texas : \$b  
[publisher not identified]

## 10.2.6. Distributor

### 10.2.6.1. Definition

RDA defines a distributor as "A person, family, or corporate body responsible for distributing a resource." The distributor makes the serial available to the public in cases where the publisher is not in a position to do so. For users of the catalog record who are interested in obtaining the publication, the distributor data can be key information. Distributors may be commercial in nature or may be associated with a government agency or other type of issuing body. Examples of distributors are the Superintendent of Documents, United States Government Printing Office (GPO), and the National Technical Information Service (NTIS).

### 10.2.6.2. Recording the name of a distributor

A distributor's name is a core element for a published resource if the publisher's name is not identified. If more than one distributor's name appears on the source of information, only the first recorded is required (*RDA* 2.9.4.). Record the name of the distributor in a separate statement when given in the resource (*RDA* 2.9.4.5.). Include words or phrases indicating the function as they appear on the source of information (e.g., "Distributed by ..."). Capitalize the first word in the statement (*RDA* Appendix A). Note that *RDA* 2.9.4.4 provides an option for supplying the word "distributor" in brackets after the name if not explicit. However, LC/PCC practice is generally not to apply that option, unless a more specific function than those already provided by field 264 second indicator is desired (*LC-PCC PS* for 2.9.4.4).

#### a. Distributor statement explicitly stated on piece

**On piece:** For sale by the Superintendent of Documents, United States Government Printing Office.

**In record:** 264 #1 Washington : \$b Office of the Federal Register, National Archives and Records Service, \$c 2004-  
264 #2 \$a Washington, D.C. : \$b For sale by the Superintendent of Documents, United States Government Printing Office

On piece:

# The Listener

12 DECEMBER 1990 • £1.20

**PORNOGRAPHY**  
Love, hate and  
the framing  
of parts  
**ELIZABETH  
COOK**

**THE REITH  
LECTURES V**  
Blasphemy,  
believers and  
fanatics  
**JONATHAN  
SACKS**

**MEDIA**  
The Sun's man  
from Mensa  
**ADAM  
SWEETING**

**TURTLES**  
The truth  
behind Santa's  
empty sack  
**LINDA GRANT**



## OPERA FOR ALL



Figure 10.18a. Cover

Published by Listener  
Publications Ltd. Distributed  
by BBC Frontline Ltd. Letters  
and contributions should be  
sent to 199-201 Old  
Marylebone Road, London  
NW1 5QS. Registered as a  
newspaper at the Post Office.  
USA-ISSN.NO 0024-4392.

Figure 10.18b. Masthead

**In record:** 264 #1 \$a London : \$b Listener Publications, Ltd.  
{publisher statement}  
264 #2 \$a London : \$b Distributed by BBC Frontline Ltd.

### b. Distributor function not explicitly stated on piece

On piece: Superintendent of Documents, U.S. Government Printing Office

**In record:** 264 #1 \$a Washington : \$b United States Department of the  
Interior  
264 #2 \$a Washington, D.C. : \$b Superintendent of Documents,  
U.S. Government Printing Office

## 10.2.7. Manufacturer

### 10.2.7.1. Definition

The term “manufacturer,” as used in RDA, refers to a person, family, or corporate body responsible for printing, duplicating, casting, etc., a resource in a published form. In other words, it is the body responsible for the physical production of the resource. For printed serials, the printer is the “manufacturer” of the serial. The printer has no responsibility for the intellectual content of the item. The

printer is also likely to change from issue to issue. Only in the case of government printers can the printer be recorded as the publisher (see *CCM* 10.2.2.c (3)).

### 10.2.7.2. When to record the details of manufacturing

Because the manufacturer has no responsibility for the intellectual content of the resource or for its issuance, and because it is also likely to change, record elements relating to the manufacturer when the corresponding elements in publication statements and/or distribution statements contain a “not identified” value (such as [Place of publication not identified]”; or, optionally, when the manufacturer is important for identification or access (*RDA* 2.10.1.4).

The name of a printer is often found in a colophon or on the back cover of a serial. If the printer appears on the preferred source in the publishing position, consider whether the printer may actually be the publisher. If the name of a non-government printer is given on the preferred source in addition to the name of a government agency or other issuing body, give the government agency or issuing body as publisher rather than the printer.

### 10.2.7.3. Recording the manufacturer

Record the manufacturer’s statement in a separate 264 field, with second indicator “3.” Transcribe manufacturers’ names and words relating to the function of manufacturing as they appear on the source of information. Consult *RDA* 1.7 and the corresponding *LC-PCC PS* for more information.

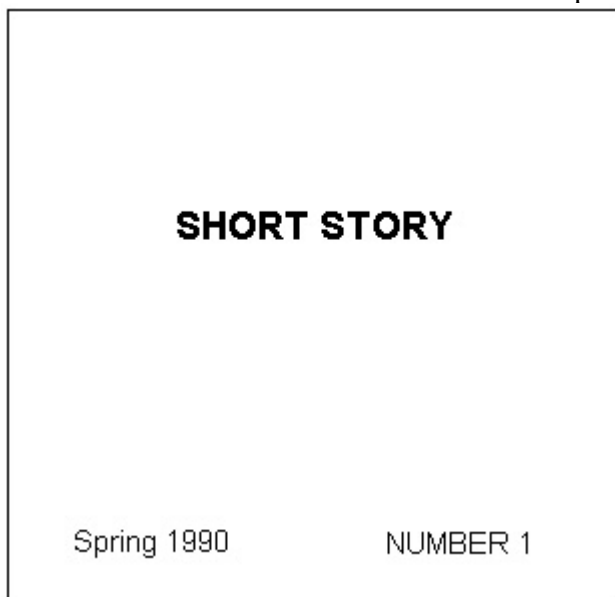


Figure 10.19a. Cover

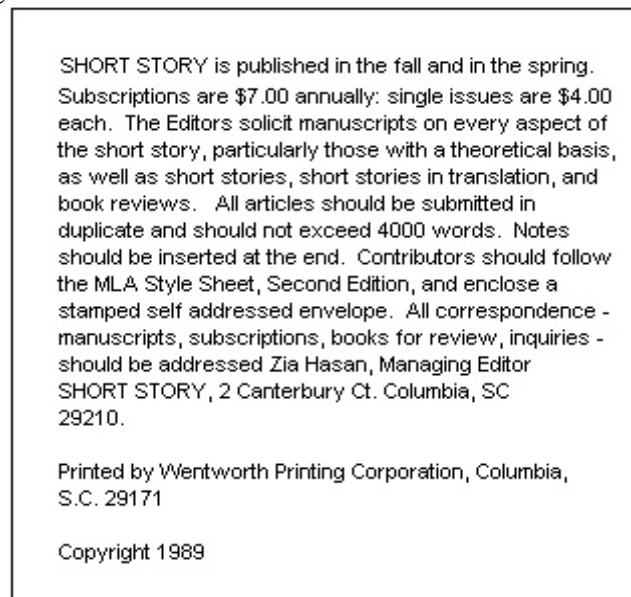


Figure 10.19b. Masthead

In Figure # 10.19b. there is no publishing statement, but there is a manufacture statement: printed by Wentworth Printing Corporation, Columbia, S.C.

```
264    #1    $a [Place of publication not identified] : $b [publisher
not identified], $c [1989]-
264    #3    $a Columbia, S.C. : $b Printed by Wentworth Printing
Corporation
```

### 10.2.8. Recording other bodies

If a corporate body appearing on the piece is in some way responsible for the serial but has not been recorded in the statement of responsibility or the publishing statement, it may be recorded in a note (see Module 11).

```
264 #1 $a Wien ; $a New York : $b Springer-Verlag
550 ## $a Organ of: Internationale Gesellschaft für
      Neurovegetative Forschung.

264 #1 $a Leiden : $b E.J. Brill, $c 1966-1971.
550 ## $a Vols. 1-3 published under the auspices of the
      Netherlands Committee of Historical Sciences; v. 4-5 under
      the auspices of the Netherlands Historical Association.
```

If a corporate body appears on the piece (other than on the preferred source), but represents a function that is judged to be unimportant or that is unknown, it generally may be omitted from the record entirely. If considered important for identification, it may be recorded in an “At head of title” note or in a general quoted note, as appropriate.

#### At “head of title” data:

```
245 ## $a Cracking the DAT
500 ## $a At head of title: The Princeton Review.
710 2# $a Princeton Review (Firm)

245 ## $a Midstream business.
246 1# $a Hart Energy midstream business
500 ## $a At head of title: Hart Energy.
```



## 10.3. Place of publication, distribution, and manufacture

### 10.3.1. Definition

RDA defines a place of publication as “a place associated with the publication, release, or issuing of a resource.” It further defines a place of distribution and place of manufacture as, respectively, “a place associated with the distribution of a resource in a published form,” and “a place associated with the printing, duplicating, casting, etc., of a resource in a published form.” The place is most often a city, but it may also be a non-city area such as an army base or a place below the city level such as a district, subdivision, or neighborhood.

```
264 #1 $a La Paz :
264 #2 $a Amstelveen [Netherlands] :
264 #3 $a Saffron Walden, Essex, U.K. :
264 #1 $a The Presidio of San Francisco, Calif. :
264 #1 $a Fort Rucker, Alabama :
264 #1 $a Hyde Park, Chicago, Ill. :
```

Note: Do not apply to serials the optional addition of *RDA* 2.8.23, *RDA* 2.9.2.3, and *RDA* 2.10.2.3 which provides for the addition of the full address as part of the local place name. In serial records, this information is given in field 037 (see CEG field 037).

```
037 ## $b Biopress Ltd., The Orchard, Clanage Rd., Bristol, B53
      2JX (United Kingdom)
264 #1 $a Bristol, England : $b Biopress Ltd., $c [2013]-
```

### 10.3.2. Core status, sources, and transcription

RDA distinguishes places relating to publishing with greater granularity than under previous cataloging codes. Below is a table based on RDA and the CONSER RDA Core Elements list to serve as a guide:

<i>Element</i>	<i>Transcribed (T) /Recorded (R)</i>	<i>RDA/CONSER</i>
1st place of publication	T	Core
1st place of distribution	T	Core if place of publication not identified (but place of distribution is available)
1st place of manufacture	T	Core if neither place of publication nor place of distribution identified (but place of manufacturing is available)

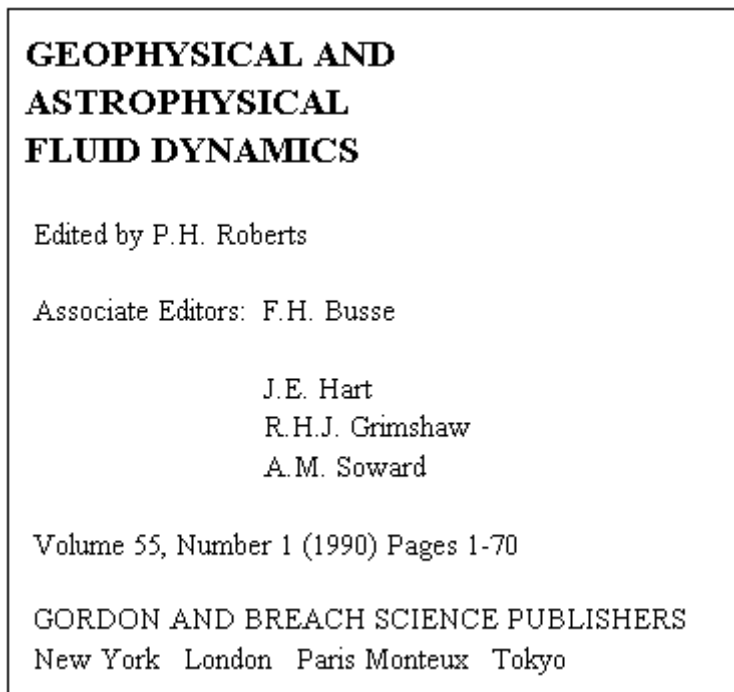
Sources for these data elements are discussed in *CCM* 10.1.

### 10.3.3. Selecting the place of publication

#### a. More than one place of publication

If there is more than one place of publication presented in the resource, only the first presented place must be recorded (*RDA 2.8.2*). Additional places may be recorded if desired (see Figure # 10.20).

```
264    #1    $a New York : $b Gordon and Breach Science Publishers
264    #1    $a New York ; $a London ; $a Paris Monteux ; $a Tokyo : $b
        Gordon and Breach Science Publishers
        Note: Based on the typeface, Paris Monteux is a single
        location
```



*Figure 10.20*

If two or more publishers are to be recorded, and each publisher is associated with a different place of publication, record in a separate statement the place of publication for each followed by the name of the corresponding publisher.

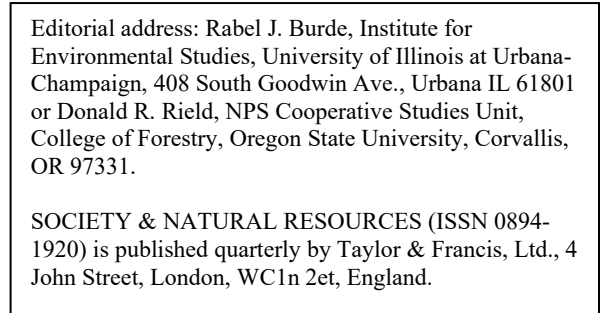
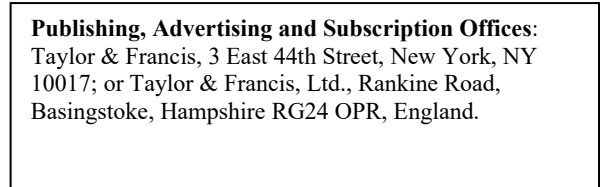
```
264    #1    $a London : $b Stevens ; $a Chicago, Ill. : $b Quadrangle
        Books
```

If more than one place is given in the serial in relation to different activities, select the place in which the serial is published rather than the place in which it is printed or distributed (if this can be determined). If no place is given explicitly as the place of publication, select the place of the editorial office rather than the place given with the subscription address or advertising office. If there is no place given with publishing

information, record the place from any source specified in *RDA* 2.8.2.2 (see *CCM* Module 10.1).



*Figure 10.21a. Cover*



*Figure 10.21b. Masthead*

Figure # 10.21. is typical of many periodicals in that several places of publication are given. The preferred source lists New York as the first place of publication. The masthead lists both New York and London as "Publishing, Advertising, and Subscription Offices." But there is also a formal publishing statement listing London as the place of publication. In this case, since New York is given first on the preferred source, New York has been given as the place of publication. Urbana, IL would not be given, since this is the place in which the editor resides and does not relate to the publishing.

264 #1 \$a New York : \$b Taylor & Francis, \$c [2013]-

**b. No place of publication.** While there are many possible sources of information that can be used to determine a place of publication, there are cases in which a place of publication cannot be determined. In these cases, a probable place of publication can be supplied or "[Place of publication not identified]" can be recorded in the 264 field. But whenever possible, supply a probable place of publication rather than give "[Place of publication not identified]" (*LC-PCC PS* 2.8.2.6). If a resource presents a place of distribution or manufacture, that place can be supplied as a probable place of publication.

**On preferred source:**

ABC Publishers  
Distributed by Iverson Company, Seattle

**In record:** 264 #1 \$a [Seattle?] : \$b ABC Publishers

### 10.3.4. Recording the place of publication

Record the place as it appears on the preferred source (*RDA 2.8.2.3*):

```
264    #1    $a Genève {not Geneva}
264    #1    $a Wien {not Vienna}
```

#### a. Multiple languages or scripts

If the place appears in more than one language or script, transcribe the place in the language or script of the title proper if possible. If this is not possible, give in the language or script that appears first (*RDA 2.8.2.5*).

#### b. Larger jurisdictions

If the place and its larger jurisdiction appear in the same source of information, record both. If the larger jurisdiction is not given, it may be supplied if it considered important for identification or access. Brackets should be used to indicate that the information was taken from outside the resource (*RDA 2.8.2.3*)

```
264    #1    $a Cambridge [England] : {supplied because there is more
                than one Cambridge}
264    #1    $a Montevideo, República O. del Uruguay :{larger
                jurisdiction given on piece}
264    #1    $a Montevideo, Uruguay : {form as found on another serial}
264    #1    $a Rosario [Argentina] :{supplied because local place is
                not well known}
264    #1    $a Chur [Switzerland] : {supplied because local place is
                not well known}
```

**On piece:** Chicago, Illinois, USA

**In record:** 264 #1 \$a Chicago, Illinois, USA :

Under earlier practice, if a larger jurisdiction was found in the resource, abbreviations found in AACR2 Appendix B were used. However, under current practice, the larger jurisdiction is always transcribed as it is found in the resource. For example:

**On piece:** Knoxville, TN

**In record:** 264 #1 \$a Knoxville, TN :

**On piece:** Knoxville, Tn

**In record:** 264 #1 \$a Knoxville, Tn :

**On piece:** Knoxville, Tennessee

**In record:** 264 #1 \$a Knoxville, Tennessee :

### **c. Place is not given; uncertain or unknown**

If the place of publication is not identified in the resource, supply the place following the instructions found in *RDA 2.8.2.6* in the following order:

1. If the place of publication is known, supply the place in brackets.
2. If you have a probable local place of publication, supply the probable place in brackets, followed by a question mark. For instance, if a publication is issued by a government, the seat of government can usually be assumed to be the probable place of publication.
3. If only a local place is supplied, the question mark follows the local place.

264 #1 \$a [Munich?] :

4. If a local place and the larger jurisdiction are supplied, the question mark follows the local place if the local place is uncertain, but the larger jurisdiction is known; and the question mark follows the larger jurisdiction if it is uncertain that the resource was published in the larger jurisdiction

264 #1 \$a [Portland, Maine?] : {Uncertain if resource was published in Maine}

264 #1 \$a [Portland?, Maine] : {Uncertain if resource was published in Portland, but known to be published in Maine}

5. If the probable local place of publication is unknown, supply the probable country, state, province, etc., of publication in brackets. For instance, if cataloging a conference publication that is issued every year in a different city in Great Britain, supply [Great Britain] as the place of publication
6. If the country, state, province, etc., of publication is uncertain, supply the place in brackets, followed by a question mark.
7. If a conference is sponsored by an organization, and the location of its "main office" can be determined, supply that place as the probable place of publication

## Supplying the Place of Publication

### City and state given on piece:

264 #1 \$a Kansas City, Kansas

### City given, larger jurisdiction supplied:

264 #1 \$a Kansas City [Kansas]

### City uncertain, larger jurisdiction certain:

264 #1 \$a [Kansas City?, Kansas]

### City unknown, larger jurisdiction certain:

264 #1 \$a [Kansas]

### City unknown, larger jurisdiction uncertain:

264 #1 \$a [Kansas City, Kansas?]

### Country only certain:

264 #1 \$a [United States]

### Country uncertain:

264 #1 \$a [United States?]

### No probable place:

264 #1 \$a [Place of publication not identified]

### 10.3.5. Selecting and recording the place of distribution or manufacture

The principles for selecting and recording places of distribution (*RDA 2.9.2.3-RDA 2.9.2.6*) and manufacture (*RDA 2.10.2.3- RDA 2.10.2.6*) are exactly the same as those for places of publication. The place of distribution is core only if the place of publication cannot be identified (*RDA 2.9.2*) and the place of manufacture is core only if the place of publication and distribution cannot be identified (*RDA 2.10.2*).

264 #1 \$a [Place of publication not identified] :

264 #2 \$a Boston :

264 #1 \$a [Place of publication not identified] :

264 #2 \$a [Place of distribution not identified] :

264 #3 \$a Los Angeles, CA :

If either a place of distribution or manufacture is used to infer a probable place of publication, it is not necessary to include additional 264 fields just to record the places of distribution or manufacture.

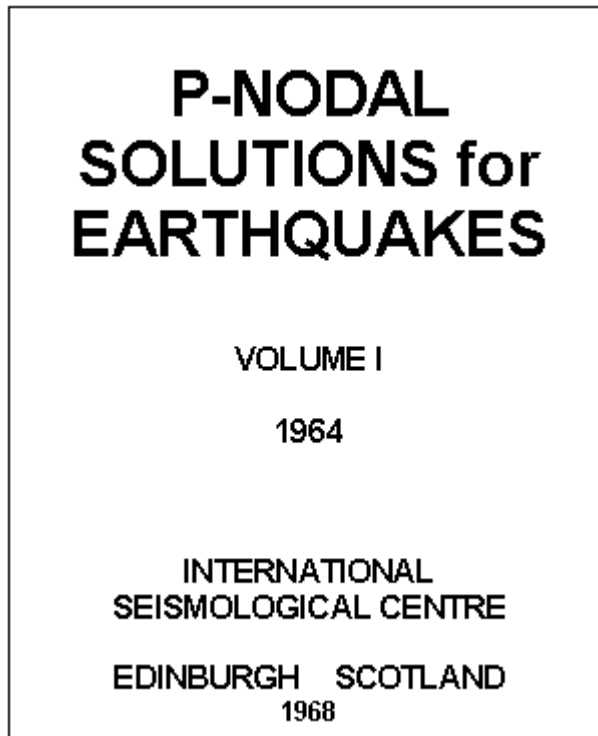
## 10.4. Dates of publication, etc.

While serials such as annuals may have true publication dates, many others, such as periodicals, have only a copyright date or a chronological designation that may suggest a probable date of publication. Serial catalogers frequently have to supply the date of publication when the record is described from the first issue.

### 10.4.1. Definitions

RDA defines the publication date as a date associated with the publication, release, or issuing of a resource (*RDA* 2.8.6.1).. For a discussion on dates relating to chronological designations, see Module 7.

#### a. Publication date



In Figure # 10.22. "1968" is clearly a publication date since it appears with the publishing statement and differs from the chronological designation of 1964

```
264 #1 $a Edinburgh, Scotland
      : $b International
      : $c 1968-
362 1# $a Began with volume I
      : (1964) .
```

*Figure 10.22*

#### b. Release dates

The release date generally consists of a month and year that reflects the date of release for publication. Release dates often appear on government publications and technical reports.

### c. Copyright dates

The copyright date is a legal date that reflects the year in which copyright protection is claimed for an issue. The date may or may not be the same as the publication date. Although copyright date is a core element if neither the date of publication nor the date of distribution is identified (*RDA* 2.11), LC/PCC practice is not to record copyright dates for multipart monographs, serials, and integrating resources (*LC-PCC PS* 2.11).

## 10.4.2. When to record publication date(s)

### a. First/last issue in hand

Take the beginning and/or ending date of publication from the first and/or last issue. Give the date of publication of the first issue followed by a hyphen when the first issue is in hand; give the date of the last issue when the serial is complete and the last issue is in hand (*RDA* 2.8.6.5 and *RDA* 1.9.2.4).

```
264 #1 $a ..., $c 1987-
362 1# $a Began with vol. 1, no. 1 (July 1987).
```

```
264 #1 $a ..., $c -2010.
362 1# $a Ceased with vol. 33, no. 8 (August 2010).
588 ## $a Description based on: Vol. 23, no. 1 (January 2000);
      title from cover.
588 ## $a Latest issues consulted: Vol. 33, no. 8 (August 2010).
```

```
264 #1 $a Plovdiv [Bulgaria] : $b Narodna biblioteka "Ivan Vazov",
      $c 1966-
362 1# $a Began with 1965 issue.
588 ## $a Description based on: 1965; title from cover.
588 ## $a Latest issue consulted: Vol. 30, no. 1 (January 2008).
```

When only an approximate date can be provided, a date containing a hyphen and/or question mark can be used as publication date (*RDA* 2.8.6.5).

```
264 #1 $a [Sugar Land, Texas.] : $b Internet Scientific
      Publications, $c [between 2000 and 2009?]-
362 1# $a Began with vol. 1, no. 1.
```



## b. First/last issue not in hand

If neither the first nor last issue is in hand, do not give a date of publication according to *RDA* 2.8.6.5. Do not apply *RDA* 2.8.6.5 in this situation because it is unknown whether there is a date on the first issue or what the date should be. When describing the serial from an issue other than the first or the last, do not input \$c in the 264 field. As a result, there is no ending punctuation; do not include a comma following the publisher.

```
264    #1    $a Boston, MA : $b Beacon Press
362    1#    $a Began with 2006.
588    ##    $a Description based on: 2008; title from title page.
```

### 10.4.3. Selecting the publication date(s)

Some serials have a publication date in addition to a chronological designation. The publication date, when present, is most often found with the publishing information, either at the foot or verso of the title page or in the masthead. If there is no publication date, a copyright or release date may be used to infer a publication date.

<b>Dates used for the publishing date: preferred order:</b>
---

Publication date Release date (inferred) Copyright date (inferred) Chronological designation (inferred)
--

### 10.4.4. Recording the publication date(s)

Record only the year; do not give months or days. If both first and last issues are in hand, give the year of the first issue followed by the year of the last issue (*RDA* 2.8.6.5). If both first and last issues are published in the same year, give the year only once. Give the year in brackets when it is supplied (i.e., no separate publication date appears in the piece). If you are uncertain about the probable date, add a question mark.

```
264    #1    $c 2013-
264    #1    $c [2003?]
264    #1    $c 1945-1989.
264    #1    $c 2005.      {Began and ceased in 2005}
264    #1    $c -[1989]
```

## 10.5. Changes in the place or publisher or date of publication (RDA 2.8.1.5.2)

### General

Transcribe changes appearing on later issues that might affect identification of or access to the serial. While changes of commercial publisher are not routinely added to the catalog record for a serial, catalogers modifying a record to update other data should also consider updating place of publication and publisher data. Changes to place of publication that affect the country of publication code and changes to non-commercial publishers are considered of higher importance.

#### 10.5.1. Place of publication

Make note of a change to place of publication that appears on a later issue affecting identification. For example, if the authorized access point for a serial includes a place qualifier and the place of publication has changed to a different country, recognizing the serial from the description can be difficult.

The country of publication code in fixed field element 008/15-17 reflects the latest place of publication. For further details, see CEG, Country of publication code (008/15-17). For example,

Before:

```
FF008/15-17:ne
130 0# [Title] (Hague, Netherlands)
264 #1 $a The Hague, Netherlands : $b Elsevier, $c 1985-
```

After: Cataloger receives July 2011 issue showing change of publishing location:

```
FF008/15-17:nyu
130 0# [Title] (Hague, Netherlands)
264 #1 $3 1985- : $a The Hague, Netherlands : $b Elsevier, $c
1985-
264 31 $3 <July 2011-> : $a New York, N.Y. : $b Elsevier
```

If changes are frequent and predictable, a general note may be given rather than explicitly listing each change. However, the fixed field 008/15-17 should reflect the latest publishing location. Examples:

```
FF008/15-17:ru
245 00 $a Integrat`s`ii`a` arkheologicheskikh i ètnograficheskikh
issledovaniĭ
500 ## Place of publication varies with location of symposium
```

FF008/15-17:inu

245 04 The anthropology of East Europe review.  
264 #1 Ithaca, NY : \$b Field and International Study Program,  
College of Human Ecology, Cornell University, \$c [1989]-  
500 ## Place of publication varies; published at the home  
university of the current editor.

### 10.5.2. Changes in name of publisher (*RDA 2.8.1.5.2, RDA 2.20.7.5.2*)

Noting changes of a commercial publisher is optional.

When updating the description for a serial to reflect other changes, make note of changes to the publisher's name if the name changes or if a different publisher is named AND if the change affects identification or access. Each change of place and/or publisher name should be entered in a separate 264 field. Follow *LC-PCC PS 1.7.1* for punctuation and spacing conventions. For convenience, the PCC Guidelines for the 264 field are quoted in part below.

#### Basic guidelines:

1. Use a new 264 field with the appropriate 1st indicator (Sequence of statements) to show changes in production, publication, distribution, and manufacture elements in existing RDA records.
2. An existing 260 field in an RDA record for a serial may be changed to a 264 when adding additional 264 fields at the cataloger's discretion, presuming the cataloger has enough information to select the appropriate second indicator value and is certain that the data appears as transcribed from the preferred source.

#### 264 Production, Publication, Distribution, Manufacture Statements and Copyright Notice Date

**First indicator** = Sequence of statements: blank # (Not applicable/No information provided/Earliest); 2 (Intervening); 3 (Current/latest)

**Second indicator** = Function of entity: 0 (Production), 1 (Publication), 2 (Distribution), 3 (Manufacture), 4 (Copyright notice date)

Subfield \$3 (materials specified) gives information to differentiate multiple 264 fields. Use angle brackets if specific beginning and/or ending information is not known. For monographic series, volume numbering is commonly used to identify the range; for other serials, chronological designation is most commonly used.

Subfield \$c should appear in the 264 field with the first indicator # (Not applicable/No information provided/Earliest) and/or second indicator 4 (Copyright Notice Date). It may be absent if the description is not based on first/earliest issue or part.

## Examples:

### #1. Publication statement in original record:

264 #1 \$a London : \$b Edward Arnold, \$c [1987]-  
264 #2 \$a New York : \$b Distributed by Cambridge University Press

### Publication statement after new issue is received:

264 #1 \$3 1987- : \$a London : \$b Edward Arnold, \$c [1987]-  
264 #2 \$3 1987- : \$a New York : \$b Distributed by Cambridge  
University Press  
264 31 \$3 <2010-> : \$a Norwich, England : \$b Sage

### #2 Publication statement in original record:

264 #1 \$a Glenwood Landing, Long Island, NY, U.S.A. : \$b Denis W.  
McDonnell, \$c [1990]-

### Publication statement after new issue is received:

264 #1 \$3 1990- <February 1992>: \$a Glenwood Landing, Long Island,  
NY, U.S.A. : \$b Denis W. McDonnell, \$c [1990]-  
264 31 \$3 <April 1992> -1998: \$a Honesdale, PA : \$b Dennis W.  
McDonnell

### Publication statement after another new issue is received:

264 #1 \$3 1990- <February 1992>: \$a Glenwood Landing, Long Island,  
NY, U.S.A. : \$b Denis W. McDonnell, \$c [1990]-  
264 21 \$3 <April 1992> -1998: \$a Honesdale, PA : \$b Dennis W.  
McDonnell  
264 31 \$3 2000- : \$a Melrose, Massachusetts, USA : \$b Suellen J.  
Miller, Edith Steblecki, and Elaine Steblecki

Publication statement when the last issue is received:

264 #1 \$3 1990- <February 1992>: \$a Glenwood Landing, Long Island,  
NY, U.S.A. : \$b Denis W. McDonnell, \$c [1990-2010]  
264 21 \$3 <April 1992> -1998: \$a Honesdale, PA : \$b Dennis W.  
McDonnell  
264 31 \$3 2000-2010 : \$a Melrose, Massachusetts, USA : \$b Suellen  
J. Miller, Edith Steblecki, and Elaine Steblecki

For changes in an issuing body that will require the addition of corporate body authorized access points, see *CCM* Module 13.

### 10.5.3. Date of publication (*RDA 2.8.6.5*)

When a subsequent issue has a date that is earlier than the first issue, explain the situation in a note. The date of publication in the fixed field (008/07-10) and subfield \$c in 264 field should reflect the earliest date.

Fixed Field 008/07-10: 1987  
264 #1 \$a - - - , \$c 1988-  
362 1# \$a Began with no. 1.  
515 ## \$a No. 3 published in 1987.

In print serials, this situation is most likely to occur with monographic series.

## SUMMARY

### **Publisher/distributor**

- Record the publisher from a formal publishing statement when one appears on the piece, preferring the source used for the title proper. (*RDA 2.8.4.2*)
- Omit words such as "publisher" or "published by" unless there is a compound statement such as "published by ... for ..." (*RDA 2.8.4.4*).
- If the name of the publisher is given in more than one language, record only the name as given in the language of the title proper; or if this does not apply, the language appearing first (*RDA 2.8.4.6*).
- Record the name of a person as publisher only when there is no corporate body responsible and the person is presented as publisher.
- When recording the name of a serial as publisher, either capitalize the words according to the rules for capitalization of corporate bodies or transcribe the name as presented.
- Record the distributor statement as it appears if the resource has no named publisher and if the piece lists a distributor.
- If the publisher is unknown, supply [publisher not identified] (*RDA 2.8.4.7*)

### **Place of publication**

- Record the place that is given with a formal publishing statement, preferring the source used for the publisher's name. (*RDA 2.8.2.2*)
- If more than one place is given for a single publisher, record the first; additional places may be recorded per cataloger judgment. □
- Record the local place as it appears on the piece, including larger jurisdiction(s) if present on the preferred source (*RDA 2.8.2.3*).
- If there is no place, supply a probable place, if possible (*RDA 2.8.2.6* and *LC-PCC PS* for 2.8.2.6); or, as a last resort, [Place of publication not identified]

### **Dates of publication**

- Record the beginning or ending dates in the publication statement (264 field) only when the first or last issue is in hand. (*RDA 2.8.6.5* and CONSER RDA cataloging checklist)
- Record a publication date based on chronological designation or copyright date as an inferred date, in brackets

### **Manufacturer**

- Record the printer only when a publisher (or a distributor) is not on the resource and no probable publisher or distributor can be identified.