

Lesson 92

Numbers and Numerals

In general, spell out cardinal and ordinal numbers that can be written in one or two words. Spell out any number that occurs at the beginning of a sentence.

The National Football League has **thirty** teams.

Four hundred eighty-three people attended the concert last night.

In general, use numerals (numbers expressed in figures) to express numbers that would be written in more than two words. Extremely high numbers are often expressed as a numeral followed by the words *million* or *billion*.

The famous opera singer received more than **150,000** letters during her career.
The cost of the new bridges over the Missouri River is estimated at **\$18 million**.

If one number in a sentence is in numerals, related numbers in the same sentence should also be in numerals.

Of the **9,463** spectators at the match, only **95** paid full price.

Use numerals to express decimals, percentages, and amounts of money involving both dollars and cents. Write out amounts of money that can be written in one or two words.

2.2 pounds

\$23.89

fifty-nine cents

13 percent

twenty-five thousand dollars

Use numerals to express the year and day in a date and to express the precise time with the abbreviations A.M. and P.M. Spell out expressions of time that are approximate or that do not use the abbreviations A.M. or P.M.

The Declaration of Independence was signed on **July 4, 1776**.

Around **ten o'clock** I'm going to the beach.

To express a century or when the word *century* is used, spell out the number. When a century or a decade is expressed as a single unit, use numerals followed by *-s*.

Rock and roll, which began in the **fifties**, is a **twentieth-century** development.
The **1790s** were known as a decade of revolution in Europe.

Use numerals for streets and avenues numbered above ten and for all house, apartment, and room numbers. Spell out numbered streets and avenues with numbers of ten or under.

Apartment 4B

789 East 119th Street

16 North Third Avenue

Use roman numerals to express line, act, and scene numbers in plays.

Macbeth sees a bloody dagger in Act **II**, Scene **i**.

