Commas with Lists of Items

Use commas to separate three or more words or phrases in a series or list. The last comma in the list is known as the Oxford comma (or the serial comma) and is optional. However, since the Oxford comma adds clarity to the items in your list, we recommend that you use it.

Examples: He bought **pencils, erasers, and crayons** at the store.
John, Clarice, and I ate breakfast at Los Gatos Café yesterday.

Commas with Quotes

Use a comma to separate a quote from the rest of the sentence.

Example: My mom yelled**, "Do the dishes!"**

Commas with Dates, Addresses, and Numbers

Use commas in dates, addresses, and numbers with more than three digits.

Examples: Today is February **4,** 2013.
Lydia is from **Geneva, Switzerland**.
12,345