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# List of plain English words and phrases

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This is a **list of plain English words and phrases** which have been recommended in United States guides to writing. Plain language is writing or speaking with simple, familiar words instead of lengthy, formal words.<sup>[1]</sup> It avoids jargon, prefers positive words to negative words,<sup>[2]</sup> and prefers strong verbs to be verbs.<sup>[3]</sup> Plain language is simple, direct and human.<sup>[1]</sup> It reflects a writer or speaker's clear thinking and respects an audience's time.<sup>[4]</sup> The problem word is listed first; the plain English alternative follows.

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**A**

- **above-mentioned, above-listed, before-mentioned, aforementioned** – (Omit)<sup>[5][6]</sup>
  - **abundance** – Enough, plenty, (or specific amount)<sup>[7]</sup>
  - **accede to** – Allow, agree to<sup>[7]</sup>
  - **accelerate** – Speed up<sup>[7]</sup>
  - **accentuate** – Stress<sup>[7]</sup>
  - **accommodation** – Room<sup>[8]</sup>
  - **accompany** – Go with<sup>[9]</sup>, with<sup>[7]</sup>
  - **accomplish** – Do<sup>[9]</sup>
  - **accorded** – Given<sup>[9]</sup>
  - **accordingly** – Thus, so<sup>[9][10]</sup>
  - **accrue** – Add, gain<sup>[9]</sup>
  - **accurate** – Right<sup>[9]</sup>
  - **acquiesce** – Agree<sup>[7]</sup>
  - **acquire** – Get<sup>[7]</sup>
  - **additional** – Extra<sup>[9][11][10]</sup>
  - **address** – Discuss<sup>[9]</sup>
  - **addressees** – You<sup>[9]</sup>
  - **adjacent to** – Next to<sup>[9]</sup>
  - **adjustment** – Change, alteration<sup>[7]</sup>
  - **admissible** – Allowed, accepted<sup>[7]</sup>
  - **advantageous** – Helpful<sup>[9]</sup>
  - **adversely impact on** – Hurt, set back<sup>[9]</sup>
  - **advise** – Tell<sup>[9][11]</sup>
  - **afford an opportunity** – Allow, let<sup>[9]</sup>
  - **aggregate** – Total<sup>[7]</sup>
  - **aircraft** – Plane<sup>[9]</sup>
  - **alleviate** – Ease, reduce<sup>[7]</sup>
  - **allocate** – Divide<sup>[9]</sup>
  - **all of** – All<sup>[12]</sup>
  - **along the lines of** – Like, as in<sup>[13]</sup>
  - **alternatively** – Or<sup>[13]</sup>
  - **ameliorate** – Improve, help<sup>[13]</sup>
  - **an absence of** – No, none<sup>[7]</sup>
  - **and particularly** – Particularly<sup>[14]</sup>
  - **and** – Use either "and" or "or."<sup>[9][12]</sup>
  - **anticipate** – Expect<sup>[9]</sup>
  - **a number of** – Some<sup>[9]</sup>
  - **applicant** – You<sup>[11]</sup>
-

- **application** – Use<sup>[13]</sup>
- **apparent** – Clear, plain<sup>[9]</sup>
- **apprehend** – Arrest<sup>[15]</sup>
- **appreciable** – Many<sup>[9]</sup>
- **appropriate** – Proper, right<sup>[9]</sup>
- **approximate** – About<sup>[9][16]</sup>
- **arrive onboard** – Arrive<sup>[9]</sup>
- **as a means of** – To<sup>[9]</sup>
- **ascertain** – Find out, learn<sup>[9]</sup>
- **as per our telephone conversation of this date** – As we discussed this afternoon<sup>[17][18]</sup>
- **as prescribed by** – In, under<sup>[9]</sup>
- **as far as ... is concerned** – (Omit)<sup>[18][19]</sup>
- **as to** – Of, on, with, for, to, by, in, into<sup>[18]</sup>
- **as yet, as of yet** – Yet<sup>[20]</sup>
- **assist, assistance** – Help<sup>[9][16]</sup>
- **at its discretion** – Can, may<sup>[13]</sup>
- **attain** – Meet<sup>[9]</sup>
- **attempt** – Try<sup>[9]</sup>
- **at the present time, at this time, at the moment** – Now<sup>[9][16][21][13]</sup>
- **attributable to** – Because<sup>[13]</sup>
- **at your earliest convenience** – As soon as you can<sup>[17]</sup>
- **authorize** – Allow, let<sup>[22]</sup>

## B

- **basis, on a** – (omit)<sup>[18]</sup>
- **be advised** – (omit)<sup>[9]</sup>
- **because of the fact that** – because, since<sup>[23][24]</sup>
- **beg** – ask<sup>[17]</sup>
- **belated** – late<sup>[25]</sup>
- **beneficial** – helpful, useful<sup>[25]</sup>
- **bestow** – give, award<sup>[25]</sup>
- **by means of** – by, with<sup>[9][21]</sup>
- **by reason of** – because<sup>[21]</sup>
- **by virtue of** – by, under<sup>[21]</sup>
- **beverage** – drink<sup>[16]</sup>

**C**

- **capability** – ability<sup>[9]</sup>
- **case of, in the** – (omit)<sup>[26]</sup>
- **caveat** – warning<sup>[9]</sup>
- **cease** – stop<sup>[16]</sup>
- **chauffeur** – driver<sup>[27]</sup>
- **clearly, obviously** – (omit)<sup>[28]</sup>
- **close proximity** – near<sup>[9]</sup>
- **combat environment** – combat<sup>[9]</sup>
- **combined** – joint<sup>[9]</sup>
- **commence** – Begin or start<sup>[9][29][11]</sup>
- **completely revoke** – revoke<sup>[28]</sup>
- **comply with** – follow<sup>[9][11]</sup>
- **complete** – fill in<sup>[11]</sup>
- **component part** –<sup>[9]</sup>
- **comprise** – form<sup>[9]</sup>
- wiktionary: conceal – hide<sup>[8]</sup>
- **concerning** – about, on<sup>[9]</sup>
- **consensus, of opinion, consensus, general** – consensus<sup>[30]</sup>
- **consequently** – so<sup>[9][11][10]</sup>
- **consolidate** – join, merge<sup>[9]</sup>
- **constitutes** – is, forms, makes up<sup>[9]</sup>
- **contains** – has<sup>[9]</sup>
- **convene** – meet<sup>[9]</sup>
- **corridor** – hall<sup>[16]</sup>
- **currently** – (omit), now<sup>[9]</sup>

**D**

- **deem** – believe, think<sup>[9]</sup>
  - **delete** – cut, drop<sup>[9]</sup>
  - **demonstrate** – prove, show<sup>[9]</sup>
  - **depart** – leave, go<sup>[9][16]</sup>
  - **designate** – choose, name<sup>[9]</sup>
  - **desire** – want, wish<sup>[9]</sup>
  - **despite the fact that** – although<sup>[23][24]</sup>
  - **determine** – decide, figure, find<sup>[9]</sup>
  - **disclose** – show<sup>[9]</sup>
  - **discontinue** – drop, stop<sup>[9]</sup>
  - **disseminate** – give, issue, pass, send<sup>[9]</sup>
  - **does not have** – lacks<sup>[2]</sup>
-

- **does not include** – excludes, omits<sup>[2]</sup>
- **due to the fact that** – because, since<sup>[9][24]</sup>
- **duly (authorized, signed)** – (omit)<sup>[31]</sup>
- **during the period, during the time that** – during, while<sup>[9][19]</sup>

## E

- **each and every** – (omit)<sup>[32]</sup>
  - **early beginnings** – beginnings, early days<sup>[33]</sup>
  - **each...apiece** – each<sup>[33]</sup>
  - **economical** – cheap<sup>[34]</sup>
  - **effect modifications** – make changes<sup>[9]</sup>
  - **elect** – chose, pick<sup>[9]</sup>
  - **eliminate** – cut, drop, end<sup>[9]</sup>
  - **else but, else than** – but<sup>[35]</sup>
  - **elucidate** – explain<sup>[36][6]</sup>
  - **emphasize** – stress<sup>[34]</sup>
  - **employ** – use<sup>[9]</sup>
  - **enclosed please find** – i have enclosed<sup>[37][17]</sup>
  - **encounter** – meet<sup>[9]</sup>
  - **endeavor** – try<sup>[9][16]</sup>
  - **end (result, product)** – omit<sup>[38]</sup>
  - **enquiry** – question<sup>[34]</sup>
  - **ensure** – make sure<sup>[9][11]</sup>
  - **entitlement** – right<sup>[34]</sup>
  - **enumerate** – count<sup>[9]</sup>
  - **equally as** – equally<sup>[38]</sup>
  - **equipments** – equipment<sup>[9]</sup>
  - **equitable** – fair<sup>[9]</sup>
  - **equivalent** – equal<sup>[34]</sup>
  - **establish** – set up, prove, show<sup>[9]</sup>
  - **evaluate** – test, check<sup>[34]</sup>
  - **evidenced** – showed<sup>[9]</sup>
  - **evident** – (omit), clear<sup>[9]</sup>
  - **evince** – show, prove<sup>[34]</sup>
  - **excluding** – except<sup>[34]</sup>
  - **exclusively** – only<sup>[34]</sup>
  - **exhibit** – show<sup>[9]</sup>
  - **expedite** – hurry<sup>[9][6]</sup>
  - **expeditious** – fast, quick<sup>[9]</sup>
  - **expend** – spend<sup>[9]</sup>
-

- **expertise** – ability<sup>[9]</sup>
- **expiration** – end<sup>[9]</sup>

## F

- **facilitate** – ease, help<sup>[9]</sup>
- **feasible** – workable<sup>[9]</sup>
- **females** – women<sup>[9]</sup>
- **finalize** – complete, finish<sup>[9][39]</sup>
- **first(ly), second(ly), third(ly)** – first, second, third<sup>[39]</sup>
- **first and foremost** – first<sup>[40]</sup>
- **following** – after<sup>[41]</sup>
- **for a period of** – for<sup>[9][19]</sup>
- **for example, \_\_\_\_\_ etc.** – for example, such as<sup>[9]</sup>
- **forfeit** – lose, give up<sup>[9]</sup>
- **formulate** – plan<sup>[41]</sup>
- **for the purpose of,** – to<sup>[21]</sup>
- **for the reason that,** – to<sup>[21]</sup>
- **forward** – send<sup>[9][11]</sup>
- **frequently** – often<sup>[9]</sup>
- **function** – act, role, work<sup>[9]</sup>
- **furnish** – give, send<sup>[9]</sup>

## H

- **has a duty to** – must<sup>[42]</sup>
- **has a requirement for** – needs<sup>[9]</sup>
- **herein, heretofore, herewith, thereof, wherefore, wherein** –(omit)<sup>[9][39]</sup>
- **honest truth** – truth<sup>[43]</sup>
- **however** – but, yet<sup>[9][44]</sup>

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## I

- **identical** – same<sup>[9]</sup>
  - **identify** – find, name<sup>[9]</sup>
  - **identify with** – agree, understand<sup>[45]</sup>
  - **if and when** – use either word; not both<sup>[45]</sup>
  - **immediately** – at once<sup>[9]</sup>
  - **impacted** – affected, changed<sup>[9]</sup>
  - **implement** – carry out, start<sup>[46]</sup>
  - **in accordance with** – by, under<sup>[9][11][21]</sup>
  - **in addition** – also, besides, too<sup>[9]</sup>
  - **in all likelihood** – probably<sup>[47]</sup>
  - **in an effort to** – to<sup>[9]</sup>
  - **inasmuch** – since<sup>[9][21]</sup>
  - **in a timely manner** – on time, promptly<sup>[9]</sup>
  - **in between** – between<sup>[46]</sup>
  - **inception** – start<sup>[9]</sup>
  - **in connection with** – with, about<sup>[21]</sup>
  - **incumbent upon** – must<sup>[9]</sup>
  - **indicate** – say, state, or show<sup>[9][46][16]</sup>
  - **indication** – sign<sup>[9]</sup>
  - **individual – person**<sup>[48][16]</sup>
  - **in excess of** – more than<sup>[11]</sup>
  - **in favor of** – for<sup>[21]</sup>
  - **initial** – first<sup>[9]</sup>
  - **initiate** – start<sup>[9]</sup>
  - **in lieu of** – instead<sup>[9]</sup>
-

- **in light of the fact that** – because<sup>[17][23][24]</sup>
  - **in many cases** – often<sup>[24]</sup>
  - **in order that** – for, so<sup>[9]</sup>
  - **in order to** – to<sup>[9][48][23][21]</sup>
  - **inquire – person**<sup>[16]</sup>
  - **in regard(s) to** – about, concerning, on<sup>[9][16]</sup>
  - **in relation to** – about, with, to<sup>[9][21]</sup>
  - **in some instances** – sometimes<sup>[24]</sup>
  - **inside of** – inside<sup>[49]</sup>
  - **institute legal proceedings against, bring action against** – sue<sup>[15]</sup>
  - **inter alia** – (omit)<sup>[9]</sup> or use "among others"<sup>[49]</sup>
  - **interface** – meet, work with<sup>[9][49]</sup>
  - **in terms of** – (omit)<sup>[49][24]</sup>
  - **interpose no objection** – don't object<sup>[9]</sup>
  - **in the amount of** – for<sup>[9]</sup>
  - **in the case of** – when<sup>[24]</sup>
  - **in the event of** – if<sup>[9][23][11][24]</sup>
  - **in the majority of instances** – usually<sup>[19]</sup>
  - **in the nature of** – like<sup>[24]</sup>
  - **in the near future** – shortly, soon<sup>[9]</sup>
  - **in the process of** – (omit)<sup>[9]</sup>
  - **in view of** – since<sup>[9]</sup>
  - **in view of the above** – so<sup>[9]</sup>
  - **regardless** – regardless<sup>[16][50]</sup>
  - **is applicable to** – applies to<sup>[9]</sup>
  - **is authorized to** – may<sup>[9]</sup>
  - **is in consonance with** – agrees with, follows<sup>[9]</sup>
  - **is responsible for** – (omit) handles<sup>[9]</sup>
  - **it appears** – seems<sup>[9]</sup>
  - **it is** – (omit)<sup>[9]</sup>
  - **it is essential** – must, need to<sup>[9]</sup>
  - **it is requested** – please, we request, I request<sup>[9]</sup>
  - **it is important to add that, in this regard it is of significance that, it may be recalled that, it is interesting to point out that** – (omit)<sup>[28]</sup>
-



**L**

- **liaison** – discussion<sup>[9]</sup>
- **-ly (doubtless, fast, ill, much, seldom, thus)** – (omit)<sup>[51]</sup>
- **last will and testament** – will<sup>[52]</sup>

**M**

- **magnitude** – size<sup>[9]</sup>
- **maintain** – keep, support<sup>[9]</sup>
- **majority** – most (except for voting)<sup>[53]</sup>
- **make a mockery of** – (omit)<sup>[53]</sup>
- **make an attempt, make an effort** – try<sup>[53]</sup>
- **make reference to** – refer<sup>[54]</sup>
- **maximum** – greatest, largest, most<sup>[9]</sup>
- **mental attitude** – attitude<sup>[55]</sup>
- **merge** – merge<sup>[56]</sup>
- **methodology** – method<sup>[9]</sup>
- **minimize** – decrease, method<sup>[9]</sup>
- **minimum** – least, smallest<sup>[9]</sup>
- **modify** – change<sup>[9]</sup>
- **monitor** – check, watch<sup>[9]</sup>
- **month + of + year** – March 2013<sup>[57]</sup>
- **moreover** – what's more<sup>[58]</sup>
- **multiple** – many<sup>[59]</sup>

**N**

- **nature, of a** – (omit)<sup>[60]</sup>
  - **necessitate** – cause, need<sup>[9]</sup>
  - **nevertheless** – still, besides, even so<sup>[58]</sup>
  - **notify** – let know, tell<sup>[9]</sup>
  - **not able** – unable<sup>[2]</sup>
  - **not accept** – reject<sup>[2]</sup>
  - **not certain** – uncertain<sup>[2]</sup>
  - **not unlike** – similar, alike<sup>[2]</sup>
  - **not many** – few<sup>[2]</sup>
  - **not often** – rarely<sup>[2]</sup>
  - **not the same** – different<sup>[2]</sup>
  - **not...unless, not...except** – only if<sup>[2]</sup>
  - **not...until** – only when<sup>[2]</sup>
  - **not later than 10 May** – by 10 May, before 11 May not later than 1600 by 1600<sup>[9]</sup>
  - **notwithstanding** – in spite of, still<sup>[9]</sup>
-

- **now comes** – (omit)<sup>[61]</sup>
- **null and void** – use either "null" or "void"<sup>[62][63][64]</sup>
- **numerous** – many<sup>[9][62][47]</sup>

## O

- **objective** – aim, goal<sup>[9]</sup>
- **obligate** – bind, compel<sup>[9]</sup>
- **observe** – see on a \_\_\_\_\_basis (omit)<sup>[9]</sup>
- **obtain** – get<sup>[65]</sup>
- **off of** – off<sup>[66]</sup>
- **on request** – if you ask<sup>[11]</sup>
- **on the basis of** – by, from<sup>[24]</sup>
- **on the contrary** – but, so<sup>[58]</sup>
- **on the grounds that** – (omit)<sup>[57]</sup>
- **on the other hand** – (omit)<sup>[57]</sup>; but, so<sup>[58]</sup>
- **on the part of** – by<sup>[67][57]</sup>
- **operate** – run, use, work<sup>[9]</sup>
- **optimum** – best, greatest, most<sup>[9]</sup>
- **option** – choice, way<sup>[9]</sup>
- **orientate** – orient<sup>[67][68]</sup>
- **...out (calculate, cancel, distribute, segregate, separate)** – omit<sup>[69]</sup>
- **outside of** – outside<sup>[67]</sup>
- **overall** – (omit)<sup>[70]</sup>
- **oversight [v]** – oversee<sup>[71]</sup>
- **owing to the fact that** – because, since<sup>[23][24]</sup>

## P

- **parameters** – limits<sup>[9][72]</sup>
- **participate** – take part<sup>[9]</sup>
- **particulars** – details<sup>[11]</sup>
- **pass away** – die<sup>[16]</sup>
- **per annum** – a year<sup>[11]</sup>
- **perchance** – perhaps<sup>[73]</sup>
- **perform** – do<sup>[9]</sup>
- **permit** – let<sup>[9]</sup>
- **pertaining to** – about, of, on<sup>[9]</sup>
- **perspire** – sweat<sup>[16]</sup>
- **peruse** – read<sup>[16]</sup>
- **PIN number** – PIN<sup>[74]</sup>
- **place** – put<sup>[16]</sup>
- **portion** – part<sup>[9]</sup>
- **possess** – have, own<sup>[9]</sup>
- **point in time, particular point in time** – time, point, now, moment<sup>[75]</sup>
- **potentiality** – potential<sup>[76]</sup>
- **practicable** – practical<sup>[9]</sup>
- **preclude** – prevent<sup>[9]</sup>

- **preowned** – used<sup>[77]</sup>
- **preliminary to, previous to, previously, prior to** – before<sup>[9][78][16][23][24]</sup>
- **preparatory to** – to prepare for<sup>[78][11]</sup>
- **prioritize** – rank;<sup>[9]</sup> set or make priorities<sup>[79]</sup>
- **proceed** – do, go ahead, try<sup>[9][16]</sup>
- **procure** – (omit)<sup>[9]</sup>
- **proficiency** – skill<sup>[9]</sup>
- **promulgate** – issue, publish<sup>[9]</sup>
- **provide** – give, offer, say<sup>[9]</sup>
- **provided that** – if<sup>[9][80][81]</sup>
- **provide guidance for** – guide<sup>[9]</sup>
- **purchase** – buy<sup>[9][16][82]</sup>
- **pursuant to** – by, following, per, under<sup>[9]</sup>; in response to, in carrying out, as required by<sup>[83][17]</sup>

## Q

- **question as to whether, question of whether** – question whether<sup>[83]</sup>
- **quite puzzling** – baffling<sup>[43]</sup>

## R

- **reason ... is because** – because<sup>[84]</sup>
- **refer back** – refer<sup>[85]</sup>
- **reflect** – say, show<sup>[9]</sup>
- **regard as being** – regard as<sup>[85]</sup>
- **regarding** – about, of, on<sup>[9][82]</sup>
- **relative to** – about, on<sup>[9]</sup>
- **relocate** – move<sup>[9]</sup>
- **remain** – stay<sup>[9]</sup>
- **remainder** – rest<sup>[9]</sup>
- **remuneration** – pay, payment<sup>[9]</sup>
- **render** – give, make<sup>[9]</sup>
- **represents** – is<sup>[9]</sup>
- **request** – ask<sup>[9]</sup>
- **require** – must, need<sup>[9]</sup>
- **requirement** – need<sup>[9]</sup>, rule<sup>[86]</sup>
- **reside, residence** – live, house<sup>[9][16]</sup>
- **respectively** – (omit)<sup>[87]</sup>
- **retain** – keep<sup>[9]</sup>
- **retire** – go to bed<sup>[16]</sup>

**S**

- **said, some, such, same** – the, this, that<sup>[9][88][17][6][89]</sup>
- **selection** – choice<sup>[9]</sup>
- **set forth in** – in<sup>[9]</sup>
- **shall** – must<sup>[90][91][92]</sup>
- **should you wish** – if you want<sup>[82]</sup>
- **similar to** – like<sup>[9]</sup>
- **solicit** – ask for, request<sup>[9]</sup>
- **state-of-the-art** – latest<sup>[9]</sup>
- **strategize** – plan<sup>[16]</sup>
- **subject** – the, this, your<sup>[9]</sup>
- **submit** – give, send<sup>[9]</sup>
- **subsequent, subsequently, subsequent to** –later, next, after, then<sup>[9][93][16][23][24]</sup>
- **substantial** – large, much<sup>[9]</sup>
- **successfully complete** – complete, pass<sup>[9]</sup>
- **sufficient** – enough<sup>[9][16]</sup>

**T**

- **take action to** – (omit)<sup>[9]</sup>
  - **terminate** – end, stop<sup>[9][36][82][6]</sup>
  - **than was formerly the case** – now<sup>[24]</sup>
  - **the month of** – (omit)<sup>[9]</sup>
  - **there are** – (omit)<sup>[9]</sup>
  - **therefore** – thus, so<sup>[9][58]</sup>
  - **therein** – there<sup>[9]</sup>
  - **there is** – (omit)<sup>[9]</sup>
  - **the undersigned** – I<sup>[9]</sup>
  - **the use of** – (omit)<sup>[9]</sup>
  - **this activity, command** – us, we<sup>[9]</sup>
  - **timely** – prompt<sup>[9]</sup>
  - **time period** – (either one)<sup>[9]</sup>
  - **to be violative of** – violate<sup>[94]</sup>
  - **took advantage of** – preyed<sup>[43]</sup>
  - **to wit** – (omit)<sup>[95]</sup>
  - **transpire** – happen<sup>[16]</sup>
  - **transmit** – send<sup>[9][15]</sup>
  - **type** – (omit)<sup>[9]</sup>
-

## U

- **under the provisions of** – under<sup>[9]</sup>
- **until such time as** – until<sup>[9][19]</sup>
- **utilize, utilization** – use<sup>[9][36][15][6]</sup>

## V

- **validate** – confirm<sup>[9]</sup>
- **variation** – change<sup>[96]</sup>
- **various different** – "various" or "different"<sup>[97]</sup>
- **very** – (omit)<sup>[98]</sup>
- **very angry** – enraged<sup>[43]</sup>
- **viable** – practical, workable<sup>[9]</sup>

## W

- **warrant** – call for, permit<sup>[9]</sup>
- **we are in receipt of** – we've received<sup>[17][11]</sup>
- **whereas** – because, since<sup>[9]</sup>
- **whether or not** – whether<sup>[99]</sup>
- **whosoever, whomsoever** – whoever, whomever<sup>[100]</sup>
- **with a view to** – by, from<sup>[24]</sup>
- **with reference to, with regard to** – about<sup>[9][24]</sup>
- **with respect to** – on, about<sup>[24]</sup>
- **with the exception of** – except for<sup>[9]</sup>
- **with the minimum of delay** – quickly (or say when)<sup>[99]</sup>
- **witnessed** – saw<sup>[9]</sup>

## Y

- **you are requested** – please<sup>[101]</sup>
- **your attention is drawn** – please see, please note<sup>[101]</sup>
- **your office** – you<sup>[9]</sup>
- **/ (slash)** – and, or<sup>[9]</sup>

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## Notes

- [1] Schiess 2003-2004, p. 71-75
  - [2] SEC 1998, p. 27
  - [3] Garner 2001
  - [4] Garner 2009a, p. 630-32
  - [5] Garner 2002, p. 100-01: "cumbersome phrases; lawyerisms"
  - [6] Wydick 1978, p. 739: "lawyerism"
  - [7] Plain English Campaign 2001, p. 3
  - [8] Garner 2009a, p. 371: "formal word"
  - [9] Simple word suggestions.
  - [10] Schiess, p. 1: "heavy connector"
  - [11] Plain English Campaign, p. 10: "word to avoid"
  - [12] Garner 2002, p. 102
  - [13] Plain English Campaign 2001, p. 4
  - [14] Garner 2009a, p. 611: "unnecessary"
  - [15] Garner 2009a, p. 587: "officialese"
  - [16] Garner 2009b, p. 91: "genteelism"
  - [17] Garner 2009b, p. 96: "commercialese"
  - [18] Garner 2002, p. 104: "legaldegook"
  - [19] Wydick 1978, p. 733: "verbose"
  - [20] Garner 2002, p. 104-05
  - [21] Wydick 1978, p. 731: "compound preposition"
  - [22] Plain English Campaign 2001, p. 5
  - [23] SEC 1998, p. 25: "superfluous"
  - [24] Wydick 1978, p. 732: "verbose"
  - [25] Plain English Campaign 2001, p. 6
  - [26] Garner 2002, p. 106
  - [27] Garner 2009a, p. 155: "class distinction"
  - [28] Wydick 1978, p. 755: "throat-clearing"
  - [29] Garner 2002, p. 107
  - [30] Garner 2002, p. 108
  - [31] Garner 2009a, p. 284: "redundant"
  - [32] Garner 2002, p. 112
  - [33] Garner 2009a, p. 287: "redundant"
  - [34] Plain English Campaign 2001, p. 11
  - [35] Garner 2009a, p. 300: "redundant"
  - [36] SEC 1998, p. 31: "simpler synonym"
  - [37] Garner 2002, p. 113: "deadwood"
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- [38] Garner 2009a, p. 313: "redundant"
  - [39] Garner 2002, p. 115: "a favorite word of jargonmongers"
  - [40] Garner 2009a, p. 355: "cliché"
  - [41] Plain English Campaign 2001, p. 12
  - [42] Kimble 1998-2000, p. 113: "wordy"
  - [43] Wydick 1978, p. 754: "adjective-adverb mania"
  - [44] Schiess, p. 1-2: "heavy connector"
  - [45] Garner 2002, p. 118: "vogueish phrase"
  - [46] Garner 2002, p. 119: "vogue word"
  - [47] Wydick 1978, p. 737: "verbose"
  - [48] Garner 2002, p. 120
  - [49] Garner 2002, p. 121
  - [50] Garner 2009a, p. 570: "nonword"
  - [51] Garner 2009a, p. 24: "nonword double adverbs"
  - [52] Lebovitz 2008, p. 59: "redundant"
  - [53] Garner 2009a, p. 522
  - [54] Garner 2002, p. 125
  - [55] Garner 2009a, p. 532-33: "redundant"
  - [56] Garner 2009a, p. 533: "redundant"
  - [57] Garner 2009a, p. 594: "superfluous"
  - [58] Schiess, p. 2: "heavy connector"
  - [59] Saffire 1997: "pompous, snooty"
  - [60] Garner 2002, p. 128
  - [61] Kimble 2002, p. 45: "legal jargon"
  - [62] Garner 2002, p. 129
  - [63] Butt 2006, p. 29: "jargon"
  - [64] Kimble 1998-2000, p. 114: "redundant doublet"
  - [65] Garner 2009b, p. 94: "officialese"
  - [66] Garner 2002, p. 130
  - [67] Garner 2002, p. 131
  - [68] Garner 2009a, p. 598: "redundant"
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  - [70] Garner 2009a, p. 601: "vogue word"
  - [71] Garner 2009a, p. 602: "jargon"
  - [72] Garner 2002, p. 132: "jargonistic vogue word"
  - [73] Garner 2009a, p. 618: "archaic"
  - [74] Garner 2009a, p. 630: "redundant"
  - [75] Garner 2009a, p. 640: "clumsy phrase"
  - [76] Garner 2009a, p. 648: "jargon"
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  - [81] Schiess 2003-2004, p. 57-58: "wordy"
  - [82] Plain English Campaign, p. 11: "word to avoid"
  - [83] Garner 2002, p. 136: "legalese"
  - [84] Garner 2002, p. 136-37: "verbose"
  - [85] Garner 2002, p. 137: "redundan[t]"
  - [86] Plain English Campaign 2001, p. 26
  - [87] SEC 1998, p. 35
  - [88] Garner 2002, p. 139: "legaldegook"
  - [89] Schiess 2003-2004, p. 56: "vague word"
  - [90] Butt 2008, p. 29: "jargon"
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  - [92] Schiess 2003-2004, p. 74
  - [93] Garner 2002, p. 141
  - [94] Garner 2009a, p. 845: "verbose"
  - [95] Lebovitz 2001, p. 56: "legalese"
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- [97] Garner 2009a, p. 838: "redundant"  
 [98] Garner 2009a, p. 842: "weasel word"  
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