

KNM	For the Historical Buddha and his family, do not use diacritics and convert “ś” and “ṣ” to “sh.” Shakyamuni, Shakya clan
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Kyuhaku	Do not use diacritics and convert “ś” and “ṣ” to “sh.”
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3 **Italicization and Capitalization of Non-English Terms and Names**

Italicize but do *not* capitalize Japanese or any other non-English terms.

tachi, kosode, makie, tantō, gigaku, bugaku, sugoroku, gicchō

Capitalize but do *not* italicize proper names.

Reiwa, Ryukyu, Ainu, Shikoku, Kuroda Seiki, Heisei Chishinkan

When working with the Imperial Household Agency, follow its rules of capitalization and italicization of Japanese terms.

KNM	Treat major Japanese theatrical forms as proper nouns (capitalize but do <i>not</i> italicize), i.e., write “Gigaku,” “Bugaku,” “Bunraku,” and “Kyōgen.”
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4 **Names and Titles**

4.1 **Names of People**

4.1.1 ***General Rules***

Romanize names according to the rules of the given language. For Japanese, Chinese, and Korean names, the family name should precede the given name. In hyphenated names, only capitalize the first letter. For contemporary artists use their established preferred spellings. For contemporary public figures who have established identities outside of their country of origin, use the established alternate spellings. Do not write surnames in uppercase.

尾形光琳

南啓宇 (남계우)

米芾

Ogata Kōrin

Nam Gye-u

Mi Fu

Kyuhaku If a person specified a preferred romanization, e.g., “Adumi” rather than “Azumi,” or “Ohsaka” rather than “Ōsaka,” follow that.

4.1.2 *Art Names and Pseudonyms*

Omit art names and pseudonyms unless the pseudonym is integral to understanding some portion of the text. When a pseudonym is used in the original Japanese text to refer to a figure, replace it with the figure’s historical name in the translation.

狩野〈伊川院〉栄信（1775～1828）筆	By Kanō Naganobu (1775–1828)
蘇東坡（1037～1101）	Su Shi (1037–1101) <i>not</i> Su Dongpo

4.1.3 *Names of Historical and Semi-Legendary Figures*

Identify historical and semi-legendary figures by the name they are known by in their country of origin. The Japanese name may be used when the figure only achieved renown in Japan and their name in their country of origin is unclear.

秀文	Yi Su-mun
蝦蟇仙人	The Daoist Immortal Liu Haichan

Spelling should follow current scholarly usage, when available.

狩野永徳	Kano Eitoku	<i>not</i>	Kanō Eitoku
岩佐又兵衛	Iwasa Matabei	<i>not</i>	Iwasa Matabē

TNM, NABUNKEN, Kyuhaku Follow the General Rules of Romanization for all Japanese historical and semi-legendary figures.

NNM Where known, adhere to the preference of the individual curator or scholar responsible for the English text.

4.2 *Names of Deities and Semi-Deified Beings*

Identify deities and semi-deified beings by the names used in the regions where they originate from to put them into a global context.

Add descriptors at first mention, e.g., “the buddha Amitābha,” “the bodhisattva Avalokiteśvara.”

TNM

For Buddhist imagery created in Japan, identify deities and semi-deified beings by their Japanese name, excluding Śākyamuni. If space permits, add the Sanskrit name in parentheses.

NNM

For Buddhist imagery created in China, identify deities and semi-deified beings by their Chinese name, excluding Śākyamuni. Add the Sanskrit name in parentheses.

4.3

Names of Japanese Religious Institutions

As a general rule, replace the suffixes indicating the type of institution with the appropriate translation. When retaining the suffixes, do *not* hyphenate them and add the relevant English translation. Always retain “*ji*,” “*gū*,” and “*in*.” If a religious institution indicates a specific preference when lending a work of art or sponsoring an exhibition, follow that.

八幡宮	Hachimangū Shrine
熱田神社	Atsuta Shrine
出雲大社	Izumo Grand Shrine
東大寺	Tōdaiji Temple
清水寺	Kiyomizu Temple

KNM

Do not retain “*gū*.” Always retain “*dera*.” Hyphenate “*ji*” and “*dera*.” Use “Shrine” instead of “Grand Shrine.”

八幡宮	Hachiman Shrine
熱田神社	Atsuta Shrine
出雲大社	Izumo Shrine
東大寺	Tōdai-ji Temple
清水寺	Kiyomizu-dera Temple

NNM

Retain all suffixes and hyphenate them. Use “Shrine” instead of “Grand Shrine.” Names of religious institutions appearing in the titles of works follow altogether different rules.

春日大社	Kasuga-taisha Shrine
若宮神社	Wakamiya-jinja Shrine
兵主大社	Hyōzu-taisha Shrine
八幡宮	Hachiman-gū Shrine

but

春日社寺曼荼羅	Mandala of Kasuga Shrine and Kōfukuji Temple
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Kyuhaku

For text prepared for the permanent exhibition, hyphenate all retained suffixes. For text for feature and special exhibitions, do not hyphenate “*gū*” and “*ji*.”

	<i>Permanent exhibition:</i>	<i>Feature/special exhibition:</i>
八幡宮	Hachiman-gū Shrine	Hachimangū Shrine
熱田神社	Atsuta Shrine	Atsuta Shrine
出雲大社	Izumo Grand Shrine	Izumo Grand Shrine
東大寺	Tōdai-ji Temple	Tōdaiji Temple
清水寺	Kiyomizu Temple	Kiyomizu Temple

NABUNKEN

Always retain “*dera*.” For Buddhist institutions, only add the relevant English noun on maps. In running text, add an explanatory phrase, such as “the temple of,” on first mention.

	<i>On maps:</i>	<i>In running text:</i>
八幡宮	Hachimangū Shrine	Hachimangū Shrine
熱田神社	Atsuta Shrine	Atsuta Shrine
出雲大社	Izumo Grand Shrine	Izumo Grand Shrine
東大寺	Tōdaiji Temple	Tōdaiji
清水寺	Kiyomizudera Temple	Kiyomizudera

4.4 Geographical Names

4.4.1 Japanese Geographical Names

4.4.1.a General Rules

For geographical names that appear in the *MWD*, follow the given spelling.

九州	Kyushu
北海道	Hokkaido
新潟	Niigata

本州	Honshu
東京	Tokyo
大阪	Osaka
京都	Kyoto

TNM Only follow the spelling suggested in the *MWD* for “Tokyo,” “Kyoto,” and “Osaka.”

KNM Omit macrons from the names of prefectures, regions, or major cities, i.e., write “Oita,” “Kanto,” “Koriyama.”

4.4.1.b *Topographical Names*

Replace suffixes indicating topographical features with their English equivalents whenever possible. However, in accordance with the policies of the Geospatial Information Authority of Japan, if a Japanese person would have difficulty recognizing a place name without the topographical feature’s suffix in Japanese, add the English term to the end of the full name after the romanized Japanese. Also retain the original Japanese place name and add an English term if the original name does not indicate the type of topographical feature described. Follow the flow-chart provided by GSI when in doubt.¹

Replace:

多摩川	Tama River
富士山	Mount Fuji
東京湾	Tokyo Bay
那珂川	Naka River

Add:

荒川	Arakawa River
霞ヶ浦	Lake Kasumigaura
中川	Nakagawa River
八重干瀬	Yabiji Coral Reef

¹ See *Chimei tō no eigo hyōki rūru no gaiyō* for the chart and *Chimei tō no eigo hyōki kitei* for a detailed explanation, both available at the website of GSI (<https://www.gsi.go.jp/top.html>).

4.4.1.c *Names of Places*

4.4.1.c.a *General Rules*

Replace words indicating region, district, or governance status with their English equivalents, unless it would lead to confusion. Replace “*shi*” with “City” for all cases except Kyoto and Osaka. Capitalize all elements.

埼玉県さいたま市	Saitama City, Saitama Prefecture
出雲国	Izumo Province
加賀藩	Kaga Domain

Kyuhaku Do not capitalize “domain.”

NABUNKEN Do not capitalize “domain.” Do not add “Village,” “Town,” and “City.”

KNM Do not capitalize “domain,” “prefecture,” or “province.” Do not add “Village,” “Town,” and “City” unless necessary for understanding (and then, when possible, use “the city of Kyoto,” “the village of Tsukigase”).

4.4.1.c.b *Stations and Buildings*

Use the official/established English translation/romanization to avoid confusion. When the local bus stop is written differently from how it is written on the website of the bus line, use the one from the website as tourists will most likely use the internet to find their way around Japan.

法隆寺宝物館	The Gallery of Horyuji Treasures
東洋館	Asian Gallery (Toyokan)

4.4.1.c.c *Roads and Highways*

For names of roads and highways refer to available online maps but add macrons to the romanized part of the names.

4.4.2 *Non-Japanese Geographical Names*

Use the standard modern English term and spelling for city and

region names.

北京	Beijing	<i>not</i>	Peking
ブルターニュ	Brittany	<i>not</i>	Bretagne

Refer to regions with multiple possible readings in standard English using all possible readings separated by slashes, unless specifically told not to do so.

渤海	Balhae/Bohai
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4.5 Schools and Lineages

4.5.1 *General Rules*

Use established terms whenever possible. When relevant, include information about what the school or lineage specializes in.

狩野派	the Kanō school (of painting)
木挽町狩野家	the Kobikichō branch of the Kanō school
楽家	the Raku family (of potters)

KNM Follow established romanization, when available.

狩野派	the Kano school
木挽町狩野家	the Kobikichō branch of the Kano school

4.5.2 *Generational Heads*

Omit the term “generation” when describing generational heads of schools and lineages whenever possible.

楽家第七代	the seventh head of the Raku family
木挽町狩野家第四代	the fourth head of the Kobikichō branch of the Kanō school

4.5.3 *Actors, Artists*

For actors and artists, use uppercased roman numerals to indicate their generation in a lineage.

五代目	市川團十郎	Ichikawa Danjūrō V
七代目	片岡仁左衛門	Kataoka Nizaemon VII
初代	早川尚古齋	Hayakawa Shōkosai I

4.6 *Titles*

4.6.1 *General Rules*

Capitalize a title when it is used as part of a person's name. Do not capitalize titles that appear on their own or when a title appears in front of a name as an appositive.

岸田総理	Prime Minister Kishida
西太后	Empress Dowager Cixi
博物館の館長	the executive director of the museum
清の皇帝	the Qing emperor
小泉純一郎・菅直人元首相	former prime ministers Koizumi Junichiro and Naoto Kan

4.6.2 *Japanese Imperial Titles*

4.6.2.a *General Rules*

Use the following translations for the various imperial titles:

王、皇子、親王	Prince
皇女、内親王、女王	Princess
皇后	Empress
天皇	Emperor/Reigning Empress

Use hyphens in emperors' names that include the prefix “go” (as in “later”) and capitalize both elements. For abdicated emperors, use the term “retired.” When referring to several past *tennō* that includes reigning empresses as well, refer to them collectively as “sovereigns.”

後桜町天皇	Reigning Empress Go-Sakuramachi
後白河院	retired Emperor Go-Shirakawa
光格上皇	retired Emperor Kōkaku

KNM, NABUNKEN	Capitalize “retired.” Use “Empress Regnant” over “Reigning Empress.”
Kyuhaku	Do not use hyphens in emperors’ names that include the prefix “go,” but write the elements separately.

4.6.2.b ***Rules of the Imperial Household Agency***

Use the following capitalization style and terminology for imperial family members when translating texts in collaboration with the Imperial Household Agency, including capitalizing pronouns regardless of where they appear in the text.

天皇陛下	His Majesty the Emperor (Naruhito) <i>on second appearance:</i> His Majesty
皇后陛下	Her Majesty the Empress (Masako) <i>on second appearance:</i> Her Majesty
天皇皇后両陛下 皇室	Their Majesties the Emperor and Empress the Imperial Family
皇太子	(His Imperial Highness) the Crown Prince
上皇明仁	His Majesty Emperor Emeritus Akihito
上皇后美智子	Her Majesty Empress Emerita Michiko

5 **Literary Works**

Use established English translations for titles of literary works, chapter titles within works, and names of characters when published translations exist. Use the Tyler translation for *The Tale of Genji*.

TNM	Use the Seidensticker translation for <i>The Tale of Genji</i> .
KNM	Use the Washburn translation for <i>The Tale of Genji</i> .

6 **Dates and Times**

6.1 **Dates**

Follow the American standard month-day-year style specified in