

Other Editorial Conventions

Manuscript punctuation has been retained, except that excessive scribal pointing is usually ignored. Virgules are indicated as / and //. All line fillers have been overlooked. Capitulum marks and other marginal marks in financial accounts and inventories have for the most part not been transcribed. The spelling of the original has been preserved, along with the capitalization. The letters 'ff' have been retained for 'F'; the standard and elongated forms of 's' are uniformly transcribed as 's'. Ornamental capitals and display letters have been transcribed as ordinary letters. Arabic '1' has been substituted for Roman 'i' when adjacent numbers are also Arabic. Abbreviated words have been expanded with italics to indicate letters supplied by the editor. Where manuscripts yield insufficient evidence to judge individual scribal habits, abbreviations are expanded to classical forms in Latin and modern British forms in English. First names have been expanded wherever possible. Italics and other special typefaces in printed sources are not observed; they are silently printed as roman in transcriptions within the Records. Abbreviations that are easily understood today ('li.', 's.', 'd.', 'ob.' (for half-pence), 'qua.' (for farthing), 'viz.', and 'etc' or '&c'), and abbreviations cumbersome to expand, including those typical for weights and measures ('lb.' for 'pound' and 'di.' for 'half') are retained. 'Mr' is expanded only when used as a noun or when occurring before another title (for example, *Master* Mayor); it is left unexpanded when introducing a proper name. 'Xp-' and 'xp-' are expanded as 'Christ-' and 'christ-.' Where single minims are too many or too few by obvious scribal error, an editorially corrected version is supplied in the text and the textual oddity is footnoted. Otiose flourishes such as the barred 'ell' are ignored. Superlineated letters are lowered to the line except when used with numerals.

Where an unfoliated manuscript has a small number of leaves or membranes, these have been counted by hand and conjectural folio numbers placed in square brackets.

Symbols

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| <...> | lost or illegible letters in the original |
| [] | cancellation in the original |
| (<i>blank</i>) | a blank where writing would be expected |
| ◦ ◦ | matter in the original added in another hand |
| ⌈ | [[ie, top half brackets]] text written above the line |
| ⌋ | [[ie, bottom half brackets]] text written below the line |
| ^ | caret mark in the original |
| ... | ellipsis of original matter |
| | change of folio, membrane, page, or sheet in continuous text |
| ® | right hand marginale |
| † | marginale too long for the left hand margin |