

## ACCESS LETTERS CONTRACT CHANGE NOTICE: NUMBER 026

DATE: 27 APRIL 2017

This notice applies to you if you hold an **Access Letters Contract** (Contract) with **Royal Mail Group Limited**, a company registered in England and Wales (number 04138203) with its registered address at 100 Victoria Embankment, London EC4Y 0HQ.

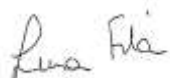
### **1 Definitions and interpretation**

- 1.1 If a word or expression is defined in this notice, it shall have the meaning given in this notice.
- 1.2 Any words or expressions which are not defined in this notice, but have an initial capital letter, shall have the meanings given to them in the Contract.
- 1.3 All of the rules about how to interpret the Contract shall apply to this notice.

### **2 Changes to the Contract**

- 2.1 Under clause 13.2.2 of the General Access Terms and Conditions and with immediate effect, the notice periods of the specific terms detailed in the table below shall be amended as follows:

Summary Terms	Current Notice Period	New Notice Period
<i>User Guide change:</i> as a result of network, structural or procedural changes that affect <u>an individual</u> Inward Mail Centre. (Ref. clause 13.3.2)	60 days	70 days
<i>User Guide change:</i> as a result of changes made by Royal Mail to its generic or individual services and service specifications, including addressing standards and sortation requirements. (Ref. clause 13.3.3)	30 days	70 days
<i>Business Mail Schedule 19:</i> change to or withdrawal of the terms of the Schedule. (Ref. paragraph 9.1)	30 days	70 days
<i>Mailmark Schedule 20:</i> change to or withdrawal of the terms of the Schedule. (Ref. paragraph 10.1)	30 days	70 days
<i>Digital Stamp Schedule 21:</i> change to or withdrawal of the terms of the Schedule. (Ref. paragraphs 7.1)	30 days	70 days



Luisa Fulci  
Regulated Products Director  
Consumer and Network Access