



4 January 2018

Royal Mail Wholesale

4th Floor
185 Farringdon Road
LONDON
EC1A 1AA

Dear customer,

Allocation of Postcode Sectors to Zones 2018-19

We have completed the annual review of the allocation of Postcode Sectors to Zones and there will be some movement of Postcode Sectors for the forthcoming financial year 2018/19. The changes affect the Access Letters Contract, the Wholesale Parcels Contract and the Condition 9 Premium Agreement as detailed in the applicable contract change notices attached to this letter. The following changes are required and come into effect from **26 March 2018**:

- (a) a revised **Royal Mail Zonal Posting Profile for 2018-19**, as published in the profiles and permitted variances file on the contracts pages of the Website. The NGPP Calculator on the contracts pages of the Website will also be updated to display the new Royal Mail Zonal Posting Profile relevant to each contract type.
- (b) a revised **Urban Density Benchmark Profile for 2018-19**, as published in the profiles and permitted variances file on the contracts pages of the Website.

The reallocation of Postcode Sectors to Zones requires a new release of the current version of the **Access Selection Files, Release 27**. It will be available to download from the Website from **5 February 2018** to come into effect for postings from **26 March 2018**.

Customers who declare their Mailing Items to us by Zone must use Release 27 for postings due for handover to us from 26 March 2018. Release 27 is optional for all other types of customer declarations but we recommend its use as the most up to date postcode sortation file. You will need to advise your software supplier or IT department to effect its implementation.

Yours sincerely,

Luisa Fulci
Regulated Products Director
Consumer and Network Access