



ACCESS USER GUIDE AMENDMENT NOTICE NUMBER 063: WITHDRAWAL OF RESPONSIBLE MAIL SERVICE

Date: 18 June 2021

This notice applies 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 185 Farringdon Road, London, EC1A 1AA.

1 Changes

- 1.1 We notify you under clause 13.2.1(d) of the Access Letters Contract that we are changing the Access Letters User Guide to effect the withdrawal of the Responsible Mail service from 4 January 2022.
- 1.2 From 4 January 2022, all references to Responsible Mail and specifications related to the Responsible Mail service shall be deleted in their entirety.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Tim Cable", written over a horizontal line.

Tim Cable
Wholesale Products Director
Royal Mail Letters