



10 January 2020

**Royal Mail Wholesale**

4th Floor  
185 Farringdon Road  
LONDON  
EC1A 1AA

**Allocation of Postcode Sectors to Zones 2020-21**

Dear customer,

We have completed the annual review of the allocation of Postcode Sectors to Zones and there is some movement of Postcode Sectors for the forthcoming financial year 2020/21. 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 come into effect from **1 April 2020**:

- (a) a revised **Royal Mail Zonal Posting Profile for 2020-21**, published in the profiles and permitted variances file which you can find at <https://royalmailwholesale.com/permitted-variances-and-profiles>. We will also update the NGPP Calculator, on the same webpage, to display the new Royal Mail Zonal Posting Profile relevant to each contract.
- (b) a revised **Urban Density Benchmark Profile for 2020-21**, as published in the profiles and permitted variances file which you can find at <https://royalmailwholesale.com/permitted-variances-and-profiles>.

**New Release of Access Selection Files**

The reallocation of Postcode Sectors to Zones requires a new release of the current version of the **Access Selection Files, Release 42**. It will be available to download from the Website from **3 February 2020** to come into effect for postings from **1 April 2020**.

Customers who declare their Mailing Items to us by Zone must use Release 42 for postings due for handover to us from 1 April 2020. Release 42 is optional for all other customer declarations but we recommend its use as it is 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,

Tim Cable  
Wholesale Products Director  
Royal Mail Letters



**ACCESS LETTERS CONTRACT CHANGE NOTICE: NUMBER 058**  
**DATED: 10 JANUARY 2020**

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 OHQ.

**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 meaning 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 We hereby give you notice under clause 13.2.4 of the General Access Terms and Conditions to change the allocation of Postcode Sectors to Zones with effect from **1 April 2020**.
- 2.2 The change referenced at paragraph 2.1 above will result in a change to the composition of the Royal Mail Zonal Posting Profile for 2019-20 for customers posting on Averaged Price Plan Two (Zones) and the Regional Price Plan (Zones).

- a. From **1 April 2020**, the Royal Mail Zonal Posting Profile for Averaged Price Plan Two (Zones) will change to:

Royal Mail Zonal Posting Profile	Urban	Suburban	Rural	London
2020 – 21	36.956%	30.990%	18.180%	13.874%

- b. From **1 April 2020**, the Royal Mail Zonal Posting Profile for the Regional Price Plan (Zones) will change to:

Royal Mail Zonal Posting Profile 2020-21	Urban	Suburban	Rural
England & Wales	44.269%	36.160%	19.571%
Scotland	36.937%	35.716%	27.347%
Northern Ireland	20.047%	31.166%	48.787%

- 2.3 The change referenced at paragraph 2.1 above will result also in a change the composition of the Urban Density Benchmark for Price Plan One (SSCs) with effect from **1 April 2020**, details of which are published on the contracts page of the Website.



**WHOLESALE PARCELS CONTRACT CHANGE NOTICE: NUMBER 024**  
**DATED: 10 JANUARY 2020**

This notice applies to you if you hold a **Wholesale Parcels 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 meaning 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 We hereby give you notice under clause 13.2.4 of the Parcels General Terms and Conditions to change the allocation of Postcode Sectors to Zones with effect from **1 April 2020**.

- 2.2 The change referenced at paragraph 2.1 above will result in a change to the composition of the Royal Mail Zonal Posting Profile for Price Plan Two (Zones). With effect from **1 April 2020**, the Royal Mail Zonal Posting Profile will change to:

Royal Mail Zonal Posting Profile	Urban	Suburban	Rural	London
2020 – 21	37.406%	31.188%	19.565%	11.841%

- 2.3 The change referenced at paragraph 2.1 above will also result in a change to the composition of the Urban Density Benchmark for Price Plan One (SSCs) with effect from **1 April 2020**, details of which are published on the contracts page of the Website.



**CONDITION 9 PREMIUM ACCESS AGREEMENT: CHANGE NOTICE**  
**DATED: 10 JANUARY 2020**

This notice applies to you if you hold a Condition 9 Premium Access Agreement (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 We hereby give you notice under clause 13.4 of the Contract that the allocation of Postcode Sectors to Zones will change with effect from **1 April 2020**.