



**ACCESS LETTERS CONTRACT CHANGE NOTICE: NUMBER 084  
APP2 PRICE PLAN BASELINE METHODOLOGIES FOR 2022/23**

**Date: 22 SEPTEMBER 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 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 give you notice under clause 13.2.1(a) of the General Access Terms and Conditions, that the definition of "Royal Mail Zonal Posting Profile" in Schedule 1: Definitions and Interpretation shall be amended to read as follows:

**Royal Mail Zonal Posting Profile**

- a) In the 2022/23 Financial Year, our zonal posting profile as measured by the combined volumes of Retail bulk Mailing Items and Access Mailing Items delivered by us to each Zone (excluding London for the purposes of the Regional Price Plan) in the 2019/20 Financial Year and expressed as a percentage of the total volume of all those Mailing Items delivered by us to all Zones (excluding London for the purposes of the Regional Price Plan) in the 2019/20 Financial Year as published on our Website;
- b) In every other Financial Year, our zonal posting profile as measured by the combined volumes of Retail bulk Mailing Items and Access Mailing Items delivered by us to each Zone (excluding London for the purposes of the Regional Price Plan) in the previous Financial Year and expressed as a percentage of the total volume of all those Mailing Items delivered by us to all Zones (excluding London for the purposes of the Regional Price Plan) in the previous Financial Year, as published each year on our Website, and as amended from time to time in accordance with clause 13.2.4 of the General Access Terms and Conditions;

2.1 The changes detailed in paragraph 2.1 above will take effect from 1 April 2022.

Yours sincerely,

Tim Cable  
Wholesale Products Director  
Royal Mail Letters