



ACCESS LETTERS CONTRACT CHANGE NOTICE: NUMBER 063

Date: 22 September 2020

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 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 13.2.1(a) of the General Access Terms and Conditions, we hereby notify you of the change to the definition of "Baseline Year" to be amended to read "1 April 2019 to 31 March 2020, or such other period of 12 months as may be amended by us from time to time in line with clause 13.2.1".
- 2.2 The changes detailed in paragraphs 2.1 will take effect from 1 April 2021.

Yours sincerely,

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

Tim Cable
Products Director
Royal Mail Wholesale
Tim.cable@royalmail.com

