



ACCESS LETTERS CONTRACT CHANGE NOTICE: NUMBER 108

DATED: 8 AUGUST 2024

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 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 Under Clause 13.2(a)(i) of the General Terms and Conditions of the Contract, we hereby notify you of the following changes to the Contract:
 - 2.1.1 The definition of 'Tray Decanting' within Schedule 1 (Definitions and Interpretation) shall be deleted.
 - 2.1.2 In the list of Parts under the General Section of Schedule 5 (Operational Presentation Facilities), Part 2 (Tray Decanting) shall be marked as 'Discontinued':
 - 2.1.3 Part 2 (Tray Decanting) of Schedule 5 (Operational Presentation Facilities) shall be marked as 'Discontinued' and all the provisions within shall be deleted.
- 2.2 The changes detailed in paragraph 2.1 above will take effect from 1 April 2025.

Yours sincerely,

Tim Cable
Wholesale Products Director
Royal Mail Wholesale