



Dear Sir/Madam

At the Post Office we are continuously looking to refresh our network and ensure we meet our customer needs. I'm therefore pleased to let you know that we are planning to open a new Post Office in your area in 73 New Oxford Street, Holborn, London, WC1A 1DG on Wednesday 17 January 2018.

The service will be one of our local style branches with a low-screened, open-plan Post Office service point carefully integrated into the retail counter. Customers will be able to carry out a wide range of Post Office transactions alongside retail purchases. The new service will offer long opening hours, with the Post Office opening hours in line with the retail business.

Details of the opening hours and the key products and services that will be available are provided overleaf. Please feel free to share this information with others who may be interested to hear about the new service. If there are any unforeseen changes which mean these dates change, posters will be displayed in store to let customers know.

We hope that you and the local community will support the Post Office network in your area.


Yours faithfully

Tony Fatunbi

Tony Fatunbi
Network Operations Manager

How to contact us:

 comments@postoffice.co.uk

 Customer Helpline: 03452 66 01 15
Textphone: 03457 22 33 55

 FREEPOST Your Comments

 postofficeviews.co.uk

Please note this is the full address to use and no further address details are required

To get this information in a different format, for example, in larger print, audio or braille please contact the Customer Helpline on 03452 66 01 15 or Textphone 03457 22 33 55.

Post Office opening times & services available
Mon – Sun 00:01 – 23:59
Mail
First & Second Class mail
Stamps, stamp books (1st class 6 & 12 only, 2nd class 12 only)
Special stamps (Christmas issue only) & postage labels
Signed For
Special Delivery
Home shopping returns
Inland small, medium & large parcels
Express & contract parcels
British Forces Mail (BFPO)
International letters & postcards (inc. signed for & Airsure)
International parcels up to 2kg & printed papers up to 5kg
Articles for the blind (inland & international)
Royal Mail redirection service
Local Collect
Drop & Go
Withdrawals, deposits and payments
Post Office Card Account
Personal & Business Banking cash withdrawals, deposits & balance enquiries using a card. Also enveloped cheque deposits and barcoded deposit slips.
Postal orders
Moneygram
Bill payments
Automated bill payments (card or barcoded)
Key recharging
Travel
Pre-order travel money
Travel insurance referral
Mobile Top-ups & E vouchers
Cheques are NOT accepted as a method of payment
The operator or our Customer Helpline on 03452 66 01 15 will be happy to help you with any queries about product availability or provide you with details of maximum value of transactions. Customers can also shop online at www.postoffice.co.uk