



20 April 2007

Caroline Longman
Postcomm
Hercules House
6 Hercules Road
LONDON
SE1 7DB

Mark Waples
3rd Floor
Royal Mail House
148 Old Street
LONDON
EC1V 9HQ
mark.waples@royalmail.com

Copied for information to:

Rashidat Familusi
Postwatch
28-30 Grosvenor Gdns
LONDON
SW1W 0TT

Matthew Ward
Postcomm
Hercules House
6 Hercules Road
LONDON
SE1 7DB

**CONDITION 7 NOTIFICATION:
Introduction of Mailsort Database 2007**

Dear Caroline,

I am writing to formally notify you, under Condition 7 of Royal Mail's Licence, that Royal Mail will introduce Mailsort Database 2007 on 23rd July 2007. Use of the correct Mailsort Database is a general condition of access to the Bulk Mail sorted products and so customers will need to use Mailsort Database 2007, which will replace the current version (Database 2005), in order to continue to receive their discounts. This update is in accordance with the Terms and Conditions stated in the Product Schedules for Royal Mail's Mailsort (Clause 3.22), Walksort (3.5) and Presstream services (9.1) and is also detailed in the Mailsort Database chapter of the Mailsort User Guide, all of which form part of contract agreement between Royal Mail and the Customer,

Mailsort Database 2007 will be available to all customers and software suppliers for download from the 23rd of April 2007 from [Royal Mail's dedicated website](#).

Royal Mail requires all customers who use the above-mentioned services to sort their items using the newly revised and updated Mailsort Database 2007 for all mailings that take place on or after the 23rd July 2007.

All Customers will receive a letter or email (depending on preference) on 23rd April 2007 to remind them that the Mailsort Database 2007 is available to download now. Customers were previously contacted in January 2007 and a further communication is planned for June 2007.

The Mailsort Database is updated no more than once a year in order to capture new addresses as well as changes that have been made to the Postcode address File (PAF). The last change was made in July 2005 with the penultimate change made in July 2003.

Cont...

A copy of this letter has been sent to Postwatch and will be published on Royal Mail's website within four working days.

Yours sincerely,

A handwritten signature in black ink that reads "M Waples". The signature is written in a cursive style with a large, stylized 'M'.

Mark Waples
Regulation & Commercial Policy Manager