



Dear Sir/Madam

**Forkhill Post Office®**  
**29 Main Street, Forkhill, Newry, BT35 9SQ**

**Local Public Consultation Decision**

I'm writing to confirm that we will be proceeding with our proposal to move the above Post Office branch to Fairgreen Stores, 78 Main Street, Forkhill, Newry, BT35 9SH, where it will operate as one of our new local style Post Office branches.

We didn't receive any feedback from customers or local representatives about the proposed move during the local public consultation period, however I have carried out a final review of the original proposal. I am confident that the new branch is suitably located and will continue to meet the needs of the local community.

I'm delighted that this branch is part of the modernisation of our Post Office network, offering Post Office services that will meet customer needs whilst helping to provide future sustainability for the branch. Currently we have over 3,700 local branches offering Post Office services in this new way and customer and operator feedback has been very encouraging.

We recognise that the Post Office plays an important part in the lives of customers and we want to make our services as accessible as possible. Access will be level with a wide door at the entrance. Inside the shop, the new branch will be in line with Post Office specifications, making sure there is sufficient space for the new style local Post Office to operate alongside the retail offer. We will be working closely with the new operator on the internal layout and some fixtures and fittings will be re-aligned or removed to make sure there is clear access into the premises. Aisles and the queuing area will be kept free from obstructions and adequate room will be provided for customers and a wheelchair to move around the shop and access Post Office services.

The new local style Post Office will operate from a security screened counter. The change also means that the Post Office hours are aligned to the store so customers will benefit from significantly longer opening hours, including Wednesday afternoon, Saturday and Sunday opening and longer opening times throughout the week, so they have more flexibility and can use our services seven days a week and at times that suit them better.

Details of the new service are provided at the end of this letter together with a product list, which lets you know which services will be available at your new branch.

Posters will now be displayed in branch to let customers know about this decision. We're currently making the final arrangements for the move and further posters will be provided in branch soon to let customers know the actual date the move will take place.

You can also find a copy of this letter on our website at [postofficeviews.co.uk](http://postofficeviews.co.uk). When entering the website you will be asked to enter the code for this branch: 161713

This change to the Post Office network is being carried out in accordance with the Code of Practice for changes to the network, as agreed with the independent statutory consumer watchdog. A full copy of the Code of Practice is available on our website at [www.postofficeviews.co.uk](http://www.postofficeviews.co.uk), or by contacting us at the address provided at the end of this letter.

Thank you for considering our proposal.

Yours faithfully

*Annete Thomas*

**Annete Thomas**  
**Regional Network Manager**

**How to contact us:**

- 🖥️ [postofficeviews.co.uk](http://postofficeviews.co.uk)
- 📧 [comments@postoffice.co.uk](mailto:comments@postoffice.co.uk)
- ☎️ Customer Helpline: 03452 66 01 15  
Textphone: 03457 22 33 55
- ✉️ FREEPOST Your Comments

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

This document is also available to view online, to see it – scan here.

If you don't have a QR code scanner on your phone, you can find one in your app store.



**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.**

**Forkhill Post Office information sheet**

<b>Address</b>	Fairgreen Stores 78 Main Street Forkhill Newry BT35 9SH														
<b>Opening hours</b>	<table border="1"><tr><td>Monday</td><td>08:00 – 20:00</td></tr><tr><td>Tuesday</td><td>08:00 – 20:00</td></tr><tr><td>Wednesday</td><td>08:00 – 20:00</td></tr><tr><td>Thursday</td><td>08:00 – 20:00</td></tr><tr><td>Friday</td><td>08:00 – 20:00</td></tr><tr><td>Saturday</td><td>08:00 – 20:00</td></tr><tr><td>Sunday</td><td>09:00 – 20:00</td></tr></table>	Monday	08:00 – 20:00	Tuesday	08:00 – 20:00	Wednesday	08:00 – 20:00	Thursday	08:00 – 20:00	Friday	08:00 – 20:00	Saturday	08:00 – 20:00	Sunday	09:00 – 20:00
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Saturday	08:00 – 20:00														
Sunday	09:00 – 20:00														
<b>Distance</b>	300 metres away from the current branch, along varied terrain.														
<b>Products &amp; Services</b>	The majority of Post Office products and services will still be available.														
<b>Accessibility &amp; accessibility works</b>	<p><b>Access and facilities</b> The new premises will have a wide door and level access. Internally, there will be a hearing loop and space for a wheelchair.</p> <p><b>Parking</b> Forecourt parking is available at the new premises.</p>														
<b>Retail</b>	Convenience store														
<b>Date of Relocation</b>	To be confirmed in branch														

**Forkhill Post Office® services available**

**Your Postmaster 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](http://www.postoffice.co.uk)**

	<b>New branch</b>
<b>Mail</b>	
First & Second Class mail	✓
Stamps, stamp books (1 <sup>st</sup> class 6 & 12 only, 2 <sup>nd</sup> 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	✓
Parcelforce Worldwide International parcels	✓
Articles for the blind (inland & international)	✓
Royal Mail redirection service	✓
Local Collect	✓
Drop & Go	✓
<b>Withdrawals, deposits and payments</b>	
Post Office Card Account	✓
All personal and business banking cash withdrawals, deposits, balance enquiries & enveloped cheque deposits (card, barcoded or manual)	✓
Postal orders	✓
Moneygram	✓
<b>Bill payments</b>	
Bill payments (card, barcoded or manual)	✓
Key recharging	✓
Transcash (without barcode)	✓
<b>Licences</b>	
Rod fishing licences	✓
<b>Travel</b>	
Pre-order travel money	✓
Travel insurance referral	✓
<b>Other services</b>	
Mobile Top-ups & E vouchers	✓
National Lottery Terminal	✓
<b>Payment by cheque</b>	
Other Products are available at <b>Crossmaglen</b> Post Office, 12 North Street, Crossington, Newry, BT35 9AB	Opening times: Mon – Sat      09:00 – 17:30