



Dear Sir/Madam

Hawkenbury Post Office®
1 Nelson Road, Hawkenbury, Tunbridge Wells, TN2 5AW

Branch closure

We are writing to inform you that regrettably Hawkenbury Post Office has been closed for refurbishment longer than anticipated. The branch closed for refurbishment on the 16th July 2018.

I'd like to take this opportunity to explain that in order to complete the refurbishment works as quickly as possible, whilst ensuring the safety of our customers and staff at the branch, it was necessary to close the branch for this period of time.

Post Office Ltd fully recognises the importance of our services to the local community. I would like to apologise for any inconvenience caused during this temporary closure.

In the meantime, the following are suggested alternative branches that customers can use until the fully refurbished branch re-opens:

- **Five Ways Post Office, 18 Grosvenor Road, Tunbridge Wells, TN1 2AD**
- **High Street Tunbridge Wells Post Office, 83 High Street, Tunbridge wells, TN1 1YG.**

Naturally, customers would be free to use any convenient branch of their choice.

If there are any unforeseen changes, posters will be displayed in store to let customers know.

Yours faithfully

Damien Haydock

Damien Haydock
Multiples Account Executive

How to contact us:

postofficeviews.co.uk

comments@postoffice.co.uk

Customer Helpline: 03452 66 01 15

Textphone: 03457 22 33 55

FREEPOST Your Comments

This is all you need to add to your envelope for your letter to reach us

Want to tell us what you think right here and now – scan here.

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



Post Office Limited is committed to protecting your privacy, information about how we do this can be found on our website at www.postoffice.co.uk/privacy

Items sent by Freepost take 2 working days to arrive. Therefore, responses by Freepost should be sent in sufficient time to arrive before the end of the consultation period. Working days do not include Saturdays or Sundays. Responses received after the deadline will not be considered.