



Dear Customer

Tremadog Post Office®
15 Market Square, Tremadog, Porthmadog, LL49 9RB

Branch Temporary Closure

We are writing to advise you that, for operational reasons, the above branch closed temporarily on Friday 22 June 2018. Please accept my apologies for the late notification on this occasion.

We are working to restore Post Office services at Tremadog and I would like to apologise for any inconvenience this temporary closure may cause locally. In the interim, we hope that our customers will continue to use the Post Office and full details of alternative services in the area are shown at the end of this letter.

We're carrying out this notification in line with our Principles of Community Engagement. You can find more information about these Principles at the end of this letter.

We would like to thank you for your patience at this time and will ensure that you are kept advised of developments in due course.

Yours faithfully

Carol Williams

Carol Williams
Area Network Change Manager

How to contact us:

comments@postoffice.co.uk
postofficeviews.co.uk
FREEPOST Your Comments

Post Office Limited is committed to protecting your privacy. Information about how we do this can be found on our website at [postoffice.co.uk/privacy](https://www.postoffice.co.uk/privacy)

To get this information in a different format, for example, in larger print, audio or braille call 03452 66 01 15 or Textphone 03457 22 33 55.

The Principles of Community Engagement have been agreed with Citizens Advice, Citizens Advice Scotland and the General Consumer Council for Northern Ireland; the independent statutory consumer watchdogs.

A full copy of these Principles are available on [postofficeviews.co.uk](https://www.postofficeviews.co.uk)

What to do if you feel these Principles haven't been followed:

Please get in touch so we can investigate your complaint. We'll explain in our reply whether we believe we have followed our principles of community engagement and will provide you with the contact details for the relevant Consumer watchdog (Citizens Advice, Citizens Advice Scotland or the Consumer Council for Northern Ireland) if you're not satisfied with our response.

Alternative branches:**Porthmadog Post Office**

Bank Place
Porthmadog
LL49 9AD

Services

The same range of services will continue to be available with the addition of Comprehensive range of Travel Money, Car Tax, Passport Check & Send and On Demand Travel Insurance.

Access and facilities

This branch has a wide door with access via a ramp or steps with a handrail from the pavement.

Opening times

Monday	09:00 – 17:30
Tuesday	09:00 – 17:30
Wednesday	09:00 – 17:30
Thursday	09:00 – 17:30
Friday	09:00 – 17:30
Saturday	09:00 – 12:30
Sunday	Closed

Transport/parking

Time restricted roadside parking is available nearby. There is a frequent bus service available between Tremadog branch and this Post Office service. The nearest bus stop is 140 metres away.

Route

This Post Office service is located approximately 1.1 mile away from Tremadog branch, along varied terrain.

Penrhyndeudraeth Post Office

Spar Stores
Church Street
Penrhyndeudraeth
LL48 6AD

Services

The same range of services will continue to be available with the addition of Euros, Dollars and Car Tax, however excluding National Lottery.

Access and facilities

This branch has a wide door and level access at the entrance.

Opening times

Monday	07:00 – 23:00
Tuesday	07:00 – 23:00
Wednesday	07:00 – 23:00
Thursday	07:00 – 23:00
Friday	07:00 – 23:00
Saturday	07:00 – 23:00
Sunday	07:00 – 23:00

Transport/parking

Roadside parking is available outside the branch. There is a frequent bus service available between Tremadog branch and this Post Office service. The nearest bus stop is 20 metres away.

Route

This Post Office service is located approximately 3.5 miles away from Tremadog branch, along varied terrain.
