



July 2026



The Manager
Viamed
17 Station Road
Cross Hills
KEIGHLEY
BD20 7EH

Address Management Unit
PO Box 1131
SUNDERLAND
SR3 3ZZ

t: 03456 011110 (option 3)
e: addressmaintenance@royalmail.com

00003166

Dear Customer,

Do We Have Your Correct Business Address Details?

Royal Mail is committed to keeping its address information as accurate as possible and we would like your assistance in achieving this.

The enclosed card shows your address as it is held on our database, the Postcode Address File (PAF®).

If you feel the details need changing in anyway, please either write the correct information on the enclosed card and post it back to us, there's no need to affix a stamp. Or go to <https://www.royalmail.com/update-your-business-name> and complete the form.

Thank you for helping us keep your address details up to date, which in turn ensures your mail is delivered as efficiently as possible.

If you have any queries regarding your address details then please write or email us at the above address.

Yours faithfully,

Kim Winter
PAF Integrity Manager

PS: If you'd like help maintaining your company's database, have a look at the Address Management section of Royal Mail www.poweredbypaf.com/find-a-solutions-provider/



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