

Confidential

Mrs Suzanne Palmer
Subpostmistress
Post Office® The Grange branch
105 London Road
Rayleigh
Essex SS6 9AX

24th March 2006

Dear Mrs Palmer

I am writing following our meeting on 9th March 2006 in which you put forward reasons why your contract for services should not be summarily terminated.

I have reviewed the papers relating to this case very carefully and have taken into account the points you have put forward.

After consideration I have decided to summarily terminate your contract for services as Subpostmaster of The Grange from the date of your suspension, on the grounds that you used Post Office Ltd funds for private purposes in contravention of your Contract for Services Section 12.3 and did not complete accounts in a form prescribed by Post Office Ltd in contravention of your Contract for Services Section 12.4.

You may, if you wish, appeal against my decision. If it is your intention to appeal, you should notify me, in writing by 7th April 2006. The format of the appeal can be either be a personal interview or written submission. Should you wish to progress this avenue, I will arrange for the appeal to be heard by a member of Post Office Ltd Appeals Authority.

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Please sign and return one copy of this letter immediately in the envelope provided. A second copy is enclosed for your retention.

Yours sincerely

GRO

Alan Lusher
Contract & Service Manager

Maidstone Area Office
1 King Street
MAIDSTONE
ME14 1BP

Tel: **GRO**
Fax: **GRO**



To: Alan Lusher
Contract and service Manager

I have noted the content of this letter.

If I decide to appeal against your decision, I will let you know separately.

Signed: _____

Date: _____