

People and Organisational Development Services
Capstan House
35 Broadway
Salford
M50 2PB

GRO

Ref: 00040466
Confidential

7th May 2007

Dear Sir / Madam

With reference to the above, please find enclosed all the necessary documents in order for me to apply for Postmaster at The Grange in Rayleigh, Essex – FAD 1031406.

My apologies my application has taken a while to reach you in order for me to apply for this post, however, due to personal circumstances I believe that there has been communication between Mr Alan Lusher and my Mother (Sue Palmer), who is the current owner of the business, and there is possibly a note to this affect on my file.

Please note that I am to go into partnership with my Mother on the retail side of the business, however the position of Postmaster is for myself only and she will not be working on this side of the business at all. I currently work in the Post Office full time at the Grange under the current Postmaster William Wilcox. However I do understand this does not guarantee me the position of Postmaster even though as I am led to believe, this role is not open to any other candidates.

I enclose my business plan as requested and our accountant has drawn up the last three years accounts plus the projected years forecast for 2008 which is also enclosed.

I very much look forward to hearing from you and if you need any further information, please do not hesitate to contact me on **GRO** between 8.30 and 5.45pm or by written communication using the address at the top of this page.

Yours Sincerely

GRO

Mr K Palmer

Appendix B:

Nicola Prady
People and Organisational Development Services
Capstan House
35 Broadway
Salford
M50 2PB

GRO

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16th May 2007

Dear Ms Prady

Please accept this letter as written confirmation, duly signed, as agreement that we are to lend our Son £70,000 in order for him to buy his half of the family business in order to apply for the position of Postmaster at The Grange. The money leant will be used to acquire a 50% share of the retail side of the business on the pretence that he is installed as Postmaster. Kevin will run the Post Office himself without our involvement and the retail side will be joint responsibility. The loan terms and conditions are agreed by all parties and we are happy to sign this letter to that affect.

Signed Mrs S Palmer

GRO

Signed Mr D Palmer

GRO