

Manager, Customer Services
Downtown Station



January 15, 2010

Postal Customer
1001 & 1003 Bishop St
Honolulu, Hi 96813

Dear Postal Customers at 1001 and 1003 Bishop St.,

From time to time we reevaluate the workload on our delivery routes due to changes in mail volume, and the amount or type of deliveries served. Changes in mail volume, improvements in systems used to process and deliver mail, and balancing the workload for all delivery routes helps us meet our goal to provide you with timely, consistent, and quality delivery service at the lowest cost possible.

Effective **Monday, February 1, 2010**, you will notice a change in the time of day your mail is delivered. This is a result of a recent adjustment to the delivery route at 1001 and 1003 Bishop St. As a result, your mail carrier will be available in the mailroom, after 11:00 am. The mail carrier will no longer be in the mailroom all day. Parcel delivery will remain the same, as it will be placed in the parcel lockers. Items that require a signature, and oversize parcels will be delivered to your door.

The U.S. Postal Service has continued to build upon its efficiency in the automated sorting of letter mail in the sequence in which it is delivered. More efficient mail delivery helps maintain the lowest possible postage rates for all of our customers.

If you have any questions or concerns, please contact the Downtown Station at 532-1987.

Thank you for choosing the United States Postal Service®.

The United States Postal Service