



Bridge St. Castries, Saint Lucia W.I

REDIRECTION REQUEST

Telephone: (758) 452-2671 Fax: (758) 453-7396 (This form must be completed by Applicant only and presented in person to the GPO Bridge St. Castries.)
Website: www.stluciapostal.com
Email: stluciapost@gosl.gov.lc

- 1 PRINT OR TYPE INFORMATION CLEARLY.
- 2 READ CAREFULLY INSTRUCTIONS OVERLEAF.

VALID FOR THREE MONTHS

NAME OF APPLICANT.....

Name & Signatures of Customers other than Applicant

- (1).....
- (2).....
- (3).....
- (4).....

OF (OLD ADDRESS).....

TO BE REDIRECTED TO:-

NEW ADDRESS.....

FROM (Date).....

TO (Date).....

DECLARATION

I,, have given the Postmaster General permission to redirect my mail.

.....
Signature of Applicant(s)

Divers License National I.D. No.....(Copy Attached)

Date.....

Verified by Accepting Officer.....

Date.....

FOR OFFICAL USE ONLY

Submitted by Applicant: Yes No Power of Attorney Letter of Administration

Investigated By:..... Date.....

Approved Not Approved

If not approved [Reason].....

Approved By:-

Postmaster..... Date.....

Noted by:-

Officer in Charge of Delivery Point..... Date.....

Noted by:-

Private Letter Boxes..... Date.....

Noted by:-

Operations Supervisor..... Date.....

Conditions for Redirection of Mail

1. A fee of Twenty Five Dollars (XCD \$25.00), or its equivalent in postage stamps must accompany each Redirection Request.
2. It is mandatory for each adult over the age of eighteen (18) in a household to sign the Redirection Notice
3. The names of minors under the age of eighteen must be included on the Redirection Notice, however their signatures are not necessary.
4. Mail will not be redirected in the absence of a Redirection Notice
5. Unless a Legal Powers of Attorney has been granted, one member of a household cannot sign on behalf of another.
6. Letters of Administration must be produced for the redirection of mail of deceased persons.
7. Where required, Powers of Attorney must be brought into Post Office with applications.
8. Identification, Preferably National ID or Driver's License, must be presented by the applicant.
9. Redirection Notices are not accepted via the mail, but must be presented in person at General Post Office, Bridge St. Castries.
10. This notice is valid for a period of three months, you are therefore advised to inform the relevant persons/organizations of this new address. All mail received after this notice has expired will be delivered as addressed.
11. A Redirection Notice received from a company/ business must be affixed with their official stamp.
12. One fee is charged in respect of the various members of one family moving to one address and bearing the same surname.
13. A parcel redirected from one country to another is charged the full postage.
14. Airmail letters redirected from one country to another is charged the full postage.
15. Mail bearing dual names will not be redirected if the name of the registered box holder is one of the dual names.

WARNING

The above security precautions are necessary for the safe delivery of your redirected mail or mail entrusted to you. Directions must be CAREFULLY followed to ensure that unauthorized persons do not have access to your mail or mail entrusted to you.

Thank you for your cooperation.