TERMS AND CONDITIONS

Residential Redirection

Moving House?

Use our Redirection Service to forward mail to your new address.

We want to make life as easy as possible for you at this busy time. To have your mail redirected to your new home, all you have to do is fill out this booking form or apply online at anpost.com/redirection.

How to Apply

Bring the fully completed form with suitable identification, the fee and any supporting documentation to any Post Office.

You can apply for this service online at anpost.com/redirection

Please note: at least 5 working day’s notice is required

TERMS AND CONDITIONS

Residential Fees for Redirection to:

Residential - In Ireland

Residential - Abroad

Up to 1 month €40 per address

Up to 3 months €90 per address

Up to 6 months €140 per address

Up to 12 months €190 per address

anpost.com/redirection

documentation to any Post Office

identification, the fee and any supporting

Bring the fully completed form with suitable

forward mail to your new address.

online at

We want to make life as easy as possible for you at this

Moving House?

Up to 12 months

Up to 3 months

Up to 1 month

TERMS AND CONDITIONS

7. If You wish to cancel the
Service after it has started.
8. If post is addressed to
more than one addressee and
only one of the addressees
has requested the Service We
will deliver the post as
directed and will not redirect it
unless both parties agree in
writing that one of them or
a third party will receive it.
9. Items sent using the
Post An Post Parcel Service
(including Courier Post) will
not be redirected.
10. We will not redirect post:
a. for applicants who share
a name with someone who
remains at the
address from which the
post is to be redirected
(Bespoke, parent and child
of the same name and surname),
b. sent poste restante,
c. from a college, boarding
house or similar accommodation
with one delivery point, or
d. addressed to a PO Box.
11. Deceased Persons: The
following conditions must be satisfied before
We will redirect post on the instructions of the
executors or the administrators of the
estate.

a. if the deceased person
left a will which must accompany
this application form which
must be signed by all the
executors,
b. if the deceased person
did not leave a will and letters of administration
of the deceased person’s
estate must accompany
this application which
must be signed by the
administrators of the estate.

c. if the deceased person
did not leave a will and letters of administration
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estate must accompany
this application which
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d. if the deceased person
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12. We will not accept
redirection applications from
persons acting on behalf of persons
who may be ill, incapacitated
or a Ward of Court

13. This agreement is
enforceable by the

14. Your Indemnity: In
consideration of Us
providing the Service We
will indemnify You and keep
You fully and effectively
 indemnified on demand
from and against any
losses, claims, damages,
costs, charges, expenses,
liabilities, demands,
proceedings and actions
against You, which may
arise out of or in
relation to or by reason of
Your use of the Service
in breach of any of these
terms and conditions.

15. This agreement is
governed by the laws of
Ireland and is subject to
the exclusive jurisdiction of the
Irish courts.

16. Limitation on Liability: Our
liability for any direct loss or
damage arising from this
contract is limited to the
fee paid for the Service.
We will not be
liable, in any event, for
any consequential or indirect
loss or damage including,
without limitation, loss of
income, profits, interest,
utility or loss of market,
however arising in
respect of the Service.

If you have a query email us at:
redirectionscentre@anpost.ie
or call us on 01 705 7600
or write to us at:
An Post, Redirection Unit
Ground Floor, O’Connell Street Lower
Freepost
Dublin 1, D01 F5P2

02/19 Revised

Residential - Abroad

€90 per address

€35 per address

€140 per address

€125 per address

€190 per address

anpost.com/redirection

documentation to any Post Office

identification, the fee and any supporting

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An Post, Redirection Unit
Ground Floor, O’Connell Street Lower
Freepost
Dublin 1, D01 F5P2

02/19 Revised
Part 1 - REASONS FOR BOOKING AND DURATION OF SERVICE (Tick appropriate box)

<table>
<thead>
<tr>
<th>Is this Redirection</th>
<th>Permanent</th>
<th>Temporary</th>
<th>If temporary, specify end date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service required for</td>
<td>1 month</td>
<td>3 months</td>
<td>6 months</td>
</tr>
<tr>
<td>Moving home</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deceased with will</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deceased without will</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ward of Court</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Please refer to T&C 11, additional documentation is needed. †Please refer to T&C 12, additional documentation is needed.

At least 5 working days notice is needed to put a Redirection Service in place.

Part 2 - CUSTOMER DETAILS

Each person listed must sign the form to give permission for their mail to be redirected. The year of birth must be provided for all persons under 18. Incomplete application forms will be returned seeking the required information. This will delay your application.

Notes:
1. Persons over 18 who wish to have their mail redirected must print and sign their name below.
   Parents/guardians must sign their own name on behalf of all persons under 18 and provide their year of birth.

Primary Applicant

Title  Mr  Mrs  Ms  Other
Name
Surname
Signature 1

Person 2

Title  Mr  Mrs  Ms  Other
Name
Surname
Signature 2

Person 3

Title  Mr  Mrs  Ms  Other
Name
Surname
Signature 3

Person 4

Title  Mr  Mrs  Ms  Other
Name
Surname
Signature 4

Contact Details
Contact number
Email

Old address
Address 1
Address 2
Address 3
Address 4
County
Eircode

New address
Address 1
Address 2
Address 3
Address 4
County
Eircode

If you wish your change of address details to be used to update our TV Licence database, which is controlled and operated by An Post, then please tick the box here.