

# Intelpost

The Royal Mail Facsimile Service

**Same-day facsimile  
transmission**



# Intelpost

The Royal Mail Facsimile Service

Intelpost offers high-speed facsimile transmission between London, principal cities and many towns in the United Kingdom, and to major cities overseas. It's a prestige Royal Mail service from the Post Office.

## **Intelpost: the essential facts**

Intelpost provides high quality black-and-white facsimiles of documents, line drawings, diagrams up to A4 size (297mm x 210mm). Colour originals can be used, but reproduction will be in black and white.

You can take your original to any post office displaying the Intelpost sign, or if you are within our collection area you can arrange to have it collected by messenger for an additional fee.

At the other end, facsimiles can be either collected from the receiving Intelpost centre (a main post office), delivered by messenger in published areas, or by 1st class post anywhere in the country. Outside the UK, documents can in some cases be also delivered by special messenger. When facsimiles are awaiting collection at post offices in the UK, we will phone the addressee to tell him the papers have arrived.

There is no service on Saturdays, Sundays or on public holidays, either in the UK or in other countries served.

## **Intelpost: information we need**

When you hand in documents over the post office counter (or if you are asking by phone for collection) we need the following information:

- Your name, address, postcode and telephone number (if available).
- The name, address, postcode and telephone number of the person to whom you wish the documents transmitted.
- The number of sides to be transmitted.
- The method of delivery (by special messenger, personal collection or where available by ordinary post).
- Whether you want your originals returned to you by first class post or forwarded to the addressee.

Please remember that a margin of at least 10mm should be left on all sides. Documents should not be folded as this may affect the facsimile quality.



### **Intelpost: what it costs**

You'll find a special insert in this folder with up-to-date information on rates and coverage.

### **Intelpost: short message forms**

This recently-introduced facility provides a specially designed form, which can be used for short messages, personal birthday greetings or congratulations. The forms are available at all Intelpost acceptance centres. Facsimiles are transmitted with all normal Intelpost quality and speed, but the cost shows a useful reduction on the standard rate for an A4 page. You'll find it a practical substitute for the now defunct telegram—quick and easy for short but urgent business messages, fun for last-minute greetings. To this end greetings cards are available at a small additional charge.

### **Intelpost: links with compatible facsimile equipment**

Companies and organisations throughout the UK with their own facsimile hardware can reach anyone without facsimile in towns and cities within the domestic Intelpost network.

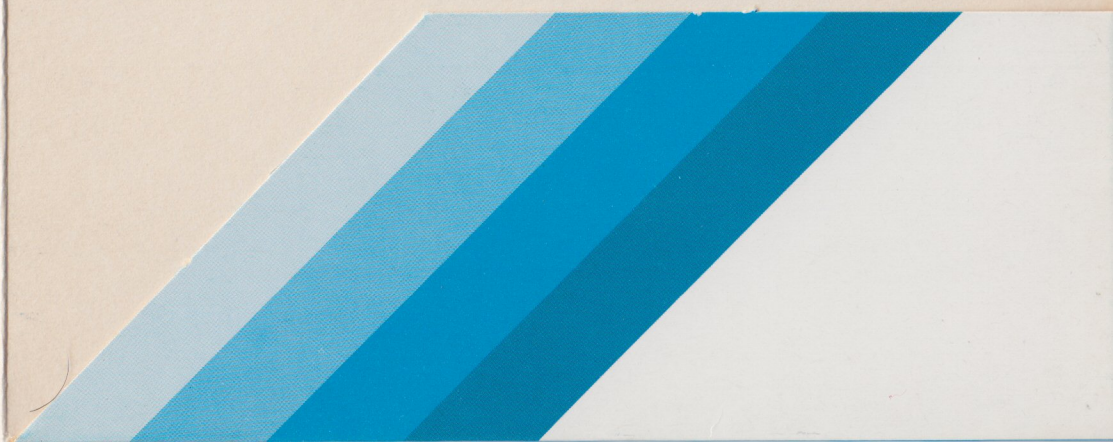
Intelpost has compatible equipment for CCITT Group 2 and Group 3 machines and will accept transmissions direct from private customers with compatible equipment. This service is available to Intelpost account holders only.

Conversely, customers without their own facsimile equipment can send to someone with a compatible CCITT Group 2 or 3 machine. All we need are the recipient's address, phone number and machine group number when the document is handed in.

Collection or delivery by special messenger can be arranged in both cases.

### **Intelpost: for further information**

If this folder does not contain the particular detail you require, call your nearest Intelpost centre; the insert lists the offices throughout Britain. Or, at no charge, you can ring FREEFONE Intelpost.





Electronic Mail Services  
Postal Marketing Department  
Royal London House  
22/25 Finsbury Square  
LONDON  
EC2 1PH

Prices and other service information contained in this folder were correct at the time of publication (April 1983) and liable to alteration. Fees and charges quoted may be revised, and facilities modified, added to or withdrawn.

These services are offered under schemes made under the Post Office Act 1969.

Intelpost is a Post Office trade mark.

**It is in your own interest to ensure that  
copyright in any material copied or  
transmitted for you is not infringed.**

# A Royal Mail Special Service

## Intelpost centres in the UK

### How to use the Service

You can hand in your documents at any of these post offices. Or you can arrange for collection by special messenger by telephoning the control at any Intelpost Office.

Crown Street  
**Aberdeen**  
Tel: (0224) 576141 x239

48 Station Road  
**Aldershot**  
Tel: (0252) 29241 x50

26 Warrington Street  
**Ashton under Lyne**  
Tel: (061) 330 1594

5/7 London Street  
**Basingstoke**  
Tel: (0256) 65505

25 New Bond Street  
**Bath**  
Tel: (0225) 66013

Dane Street  
**Bedford**  
Tel: (0234) 65161 x69

28/32 Royal Avenue  
**Belfast**  
Tel: (0232) 222403

Victoria Square  
**Birmingham**  
Tel: (021) 262 4871

Ainsworth Street  
**Blackburn**  
Tel: (0254) 59311 x60

20/30 Abingdon Street  
**Blackpool**  
Tel: (0253) 24802

Victoria Square  
**Bolton**  
Tel: (0204) 396333

Post Office Road  
**Bournemouth**  
Tel: (0202) 26844

130 Foster Square  
**Bradford**  
Tel: (0274) 394466

51 Ship Street  
**Brighton**  
Tel: (0273) 29292 x208

Small Street  
**Bristol**  
Tel: (0272) 291987

9/11 St Andrews Street  
**Cambridge**  
Tel: (0223) 51212 x280

18 Westgate Street  
**Cardiff**  
Tel: (0222) 30531

20/34 Warwick Road  
**Carlisle**  
Tel: (0228) 32155 x278

### Channel Islands

13 Smith Street  
**St. Peter Port (Guernsey)**  
Tel: (0481) 21043

Broad Street  
**St. Helier (Jersey)**  
Tel: (0534) 73690

25-27 Exchange Way  
**Chelmsford**  
Tel: (0245) 67715

2 St Johns Street  
**Chester**  
Tel: (0244) 315566 x230

29-39 Head Street  
**Colchester**  
Tel: (0206) 47001 x266

71 Hertford Street  
**Coventry**  
Tel: (0203) 555300 x225

7 The Boulevard  
**Crawley**  
Tel: (0293) 517890 x209

The Square  
**Crewe**  
Tel: (0270) 215099 x246

28/32 Northgate  
**Darlington**  
Tel: (0325) 56559

Victoria Street  
**Derby**  
Tel: (0332) 49961

24 Priory Place  
**Doncaster**  
Tel: (0302) 21321 x259

65/66 Briggion Street  
**Dover**  
Tel: (0304) 202391 x52

4 Meadowside  
**Dundee**  
Tel: (0382) 29191 x207

Hope Street  
**Edinburgh**  
Tel: (031) 225 7433

Bedford Street  
**Exeter**  
Tel: (0392) 74830

1/9 George Street  
**Glasgow**  
Tel: (041) 242 4193

28/32 The Oxbode  
**Gloucester**  
Tel: (0452) 419498

North Street  
**Guildford**  
Tel: (0483) 576021 x257

Cambridge Road  
**Harrogate**  
Tel: (0423) 60475

Broad Street  
**Hereford**  
Tel: (0432) 273611

Victoria Road  
**Horley (Gatwick)**  
Tel: (029 34) 2274

Northumberland Street  
**Huddersfield**  
Tel: (0484) 30014

60 Lowgate  
**Hull**  
Tel: (0482) 27021 x261



# Intelpost centres in the UK

Cornhill  
**Ipswich**  
Tel: (0473) 52660  
Woodbridge  
9 Cumberland Street  
Stowmarket 62 Ipswich Street

15 Junction Road  
**Kirkwall**  
Tel: (0856) 2374

85 Market Street  
**Lancaster**  
Tel: (0524) 64392

City Square  
**Leeds**  
Tel: (0532) 447603

4 Bishops Street  
**Leicester**  
Tel: (0533) 535629

19/20 Guildhall Street  
**Lincoln**  
Tel: (0522) 23424

Whitechapel  
**Liverpool**  
Tel: (051) 229 4165

## London Central

24 Throgmorton Street  
**London EC2**  
Tel: 01-638 1901

110 Victoria Street  
**London SW1**  
Tel: 01-834 0509

181 High Holborn  
**London WC1**  
Tel: 01-405 7666 x217

24/28 William IV Street  
**Trafalgar Square**  
Tel: 01-930 9580

206 Whitechapel Road  
**Aldgate**  
Tel: 01-247 6585

202 Lavender Hill  
**Battersea**  
Tel: 01-228 3314

Euston Centre,  
328 Euston Road  
**Euston**  
Tel: 01-387 3201

116 Upper Street  
\***Islington**  
Tel: 01-226 3286

19A Borough High Street  
**Southwark**  
Tel: 01-407 1001

7/13 Great Portland St.  
\***West End**  
Tel: 01-636 2205

King Edward Building  
King Edward St.  
**St Pauls**  
Tel: 01-601 9106

## London Area

10 High Street  
**Croydon**  
Tel: 01-686 9533

19 Hythe St  
**Dartford**  
Tel: 0322 20445

51 College Road  
**Harrow**  
Tel: 01-863 0366

9 Holloway Street  
**Hounslow**  
Tel: 01-570 3433 x29

Terminals 1, 2 & 3  
**London Heathrow Airport**  
**Hounslow**  
Tel: 01-570 3433 x29

42 Eden Street  
**Kingston**  
Tel: 01-546 3191

64 South St  
**Romford**  
Tel: 0708 64021 x59

Market Street  
**Watford**  
Tel: (0923) 27946

397A High Road  
**Wembley**  
Tel: (0582) 34100

Water Street  
**Londonderry**  
Tel: (0504) 62563

9-11 Dunstable Road  
**Luton**  
Tel: (0582) 34100 x200

Spring Gardens  
**Manchester**  
Tel: (061) 245 8413

14 Railway Street Chatham  
**Medway**  
Tel: (0634) 43381 x58

Corporation Road  
**Middlesbrough**  
Tel: (0642) 246887

74 Midsummer Arcade  
**Milton Keynes**  
Tel: (0908) 604645

Brandon  
**Motherwell**  
Tel: (0698) 62614

St Nicholas Street  
**Newcastle-upon-Tyne**  
Tel: (0632) 616163

26 High Street  
**Newport (Gwent)**  
Tel: (0633) 54233

99 High Street  
**Newport (I.O.W)**  
Tel: (0983) 524561 x20

St Giles Street  
**Northampton**  
Tel: (0604) 29600 x204

9 Davey Place  
**Norwich**  
Tel: (0603) 27171 x208

9 Low Pavement  
**Nottingham**  
Tel: (0602) 55005

102/104 St Aldate's  
**Oxford**  
Tel: (0865) 812762

109 South Street  
**Perth**  
Tel: (0738) 22999

24 Church Street

**Peterborough**

Tel: (0733) 52399

5 St Andrews Cross

**Plymouth**

Tel: (0752) 665776

Bridge Street South

**Portadown**

Tel: (0762) 34128

Slindon Street

**Portsmouth**

Tel: (0705) 835200

Market Place

**Preston**

Tel: (0772) 59444 x219

7/10 Friar Street

**Reading**

Tel: (0734) 55868 x223

33 London Road

**Redhill**

Tel: (0737) 67638 x11

Aberdeen Walk

**Scarborough**

Tel: (0723) 65193

Pond Street

**Sheffield**

Tel: (0742) 21442

St Marys Street

**Shrewsbury**

Tel: (0743) 62504

Queensmere

**Slough**

Tel: (0753) 20822

Slough Trading Estate

**Slough (Hamilton)**

Tel: (0753) 20923

57/61 High Street

**Southampton**

Tel: (0703) 831 360

Weston Road

**Southend-on-Sea**

Tel: (0702) 345 699

Town Square

**Stevenage**

Tel: (0438) 61343

36/40 Great Underbank Street

**Stockport**

Tel: (061) 480 8101

Tontine Street

**Stoke-on-Trent**

Tel: (0782) 272727 x234

Market Square

**Sunderland**

Tel: (0783) 44188 x238

35 The Kingsway

**Swansea**

Tel: (0792) 55759

Theatre Square

**Swindon**

Tel: (0793) 24552

38 North Street

**Taunton**

Tel: (0823) 72125

Fleet Street

**Torquay**

Tel: (0803) 213200 x48

1/3 Providence Street

**Wakefield**

Tel: (0924) 372133

8 Buttermarket Street

**Warrington**

Tel: (0925) 31321

8-10 Foregate

**Worcester**

Tel: (0905) 611852

Market Square

**Woking**

Tel: (04862) 61481 x151

66/70 Lichfield Street

**Wolverhampton**

Tel: (0902) 24191

22 Lendal

**York**

Tel: (0904) 28901 x286

\*Opening shortly (April 83)

For full details of these and other Intelpost services contact your nearest Intelpost office or telephone FREEFONE Intelpost.



For conditions see back cover of PL(B) 3839

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## Intelpost International

### Europe

#### The Netherlands

Intelpost is available to the Netherlands via a network of over 200 post offices. Same day messenger delivery available to all addresses. Next day delivery available by normal post at no extra charge. Counter collection available at no extra charge. Netherlands Post Office - Intelpost, available Monday to Friday 0830-2100 hours.

#### France

Intelpost is available to Paris and over 30 other major cities and towns throughout France. Same day messenger delivery available within towns and cities where the service is operated. Next day delivery by normal post to most areas at no extra charge. Counter collection available at no extra charge (no telephone notification of document arrival available). French Post Office - Intelpost, available Monday to Friday.

#### West Germany

Intelpost is available to West Germany via a network of over 600 post offices. Same day delivery to all addresses with a post code containing either three digits or four digits ending in a zero. Next day delivery by normal post at no extra charge is available. Counter collection available at no extra charge. A small charge is payable for telephone notification to the recipient of a document arrival.

West German Post Office - Intelpost available Monday to Friday 0800-1800 hours. Saturday 0800-1300 hours.

#### Sweden

Intelpost is available in Sweden to Stockholm and over 100 other cities and towns throughout Sweden. Same day messenger delivery is available from

Intelpost centres to addresses covered by Swedish express delivery in the area of that office. Counter collection available at no extra charge with telephone notification, to the recipient of the documents arrival. Next working day delivery by normal Swedish post at no extra charge is available. Swedish Post Office - Intelpost available Monday to Friday 0800-1800 hours.

### North America

#### Canada

Intelpost in Canada is available to the following towns and cities: Toronto, Halifax, Montreal, Ottawa, Winnipeg, Calgary, Edmonton and Vancouver. Same day messenger delivery is available to addresses in all the towns and cities where Intelpost is operating. Normal postal delivery is available at no extra charge. Counter collection available at no extra charge, with telephone notification to the recipient of the documents arrival. Canadian Post Office - Intelpost available Monday to Friday 0800-1745 hours.

#### United States

Same day messenger delivery is available to most addresses in Washington, New York, Chicago, San Francisco and Houston. Counter collection available at no extra charge, with telephone notification to the recipient of the documents arrival. Next working day delivery (including Saturday delivery to occupied addresses) is available to most metropolitan areas throughout the United States. United States Post Office - Intelpost available Monday to Friday 0800-1700 hours.

## South America

### Argentina

Same day messenger delivery is available to Buenos Aires addresses in post code areas 1000-1499. Counter collection is available at no extra charge. (No telephone notification of document arrival is available.) Delivery by normal post at no extra charge is available throughout Argentina.

Argentinian Post Office - Intelpost available Monday to Friday 0900-2000 hours.

## The Far East

### Hong Kong

Intelpost is available throughout the Crown Colony of Hong Kong. Special delivery is available to all addresses in the Colony at no extra charge. Items will normally be delivered the next working day before 10.30 am. Counter collection is also available at no extra charge up to 1700 hours.

Hong Kong Post Office - Intelpost available Monday to Friday 0800-1700 hours.

For full details of these and other Intelpost services contact your nearest Intelpost office or telephone FREEFONE Intelpost.

## Bureaufax

Intelpost connects with many additional countries throughout the world via Bureaufax, British Telecom International facsimile service these include;

Australia	Nigeria
Bahrain	Peru
Bermuda	Philippines
Brunei	Puerto Rico
Costa Rica	Qatar
Fiji	Singapore
Finland	Sri Lanka
Guam	South Korea
Israel	Spain
Italy	Switzerland
Japan	Taiwan
Kuwait	Thailand
New Zealand	

For documents transmitted overseas by the Intelpost/Bureaufax link, customers will be charged the normal inland rate for Intelpost. Customers will then be billed separately direct from British Telecom for the cost of the overseas transmission and delivery.

Further information on Bureaufax is available at your local Intelpost office or telephone Bureaufax direct on 01-250 1117/1426.

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## Charges 1983

### Inland

The inland charge includes VAT and the return or onward posting to the addressee by first class post.

£3.00 for the first side and £1.50 for each subsequent side in the same message.

Delivery or collection charges are £3.50 in all published areas except London numbered postal districts where the charge is £5.00.

For collection and delivery outside published areas where either Expresspost or the Post Office Super Service operates the charge will be as normal Expresspost rate for that journey. Payment can be made by cash,

cheque/Giro cheque, Giro Transfer supported by either Bankers cheque card, Giro guarantee card or PO authorisation card P843X. Alternatively payment can be made by Expresspost account.

### Intelpost short message form and Greetings Card.

When the Short Message form, (available from all Intelpost centres) is used, the charge is £2.25. This can be delivered in an attractive greetings card for an additional 45p. These charges include normal first class postage. Same day delivery is charged at the normal inland rate.

### Overseas Charges

Include VAT

	First Side	Subsequent sides in the same message	Express Delivery
Europe	£4.50	£2.25	£1.00 - £2.00
N America	£6.00	£3.00	£1.00
S America and the Far East	£8.00	£4.00	No charge

### Volume Discounts

Attractive discounts available for messages of five or more pages, both inland and overseas.

5-20 pages less 10% on the whole transaction.

21-50 pages less 20% on the whole transaction.

51-100 pages less 30% on the whole transaction.

101+ pages less 40% on the whole transaction.

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