



UNITED STATES POSTAL INSPECTION SERVICE

FOR IMMEDIATE RELEASE
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Post Office to adjust service due to Republican National Convention

*Window services to close, PO Box access limited,
collections curtailed at Farley Post Office*

In compliance with security measures for the Republican National Convention, several service adjustments will occur at the James A. Farley Post Office from August 27 through September 3. On these dates, access to the Post Office lobby and Post Office Box mail will be limited. Also, all window service activity at this Post Office will be closed. Beginning August 21, collection box removals will take place in the vicinity of Madison Square Garden, and mail collection schedules will change throughout the City August 28 through September 2.

The James A. Farley Post Office, 421 8th Ave. (between 31st & 33rd St), is across the street from the convention location at Madison Square Garden. Parts of the James A. Farley building will be used to house convention resources.

Service changes for the James A. Farley Post Office are as follows:

Window Services:

All lobby retail operations (purchase of stamps, etc.) will close Friday, August 27 at 5 p.m. and remain closed through Friday, September 3 at 6 a.m.

To minimize inconvenience, customers can bring mail, purchase stamps, and conduct postal business at one of the following nearby Post Office locations:

Midtown Station	223 West 38th Street
Empire State Station	19 West 33rd Street
Greeley Square Station	40 West 32nd Street
London Terrace	234 10th Avenue
Old Chelsea Station	217 West 18th Street
Times Square Station	340 West 42nd Street

Postal customers are encouraged to use www.usps.com. The majority of all postal transactions can be done electronically.

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Post Office Box Access:

Beginning Friday, August 27, access to Post Office boxes will be limited, with the following restrictions:

Box-holders must enter at 31st St. via 9th Ave., where they will be directed by security personnel to the lobby entrance. Prior to entering the lobby, box-holders will be required to pass through a security check point. All bags will be subject to search. Depositing outgoing mail will not be permitted.

Customers should be advised that mail retrieved from Post Office Boxes will have passed through X-ray equipment. This may have an adverse effect on medications and film.

The James A. Farley Post Office Box hours are:

Friday	August 27	midnight to 5 p.m.
Saturday	August 28	1 p.m. to 6 p.m.
Sunday	August 29	8 a.m. to 4 p.m.
Monday	August 30	midnight to 5 a.m.
Tuesday	August 31	3 a.m. to 11 a.m.
Wednesday	Sept. 1	3 a.m. to 11 a.m.
Thursday	Sept. 2	3 a.m. to 11 a.m.
Friday	Sept. 3	all services resume at Farley Post Office at 6 a.m.

General Delivery:

Postal customers picking up mail at General Delivery on 9th Avenue between August 28 and September 2 will be required to pass through a security check point. No bags or personal belongings will be allowed inside the building. No mail will be accepted for mailing at this location.

Carrier Delivery:

Letter carrier delivery of mail to residences and businesses within the vicinity of Madison Square Garden is expected to be normal. Business and Residential customers who wish to have their mail held during the week of the convention are encouraged to submit their request in writing to their local post office, or file a hold mail request online at www.usps.com. Mail for the 10001 ZIP Code, where a hold request has not been received and is undeliverable during the week of the convention will be delivered on Friday, September 3rd. Customers receiving notification to pick-up mail will receive specific instructions regarding the location of where to do so. Delivery to areas where picketing and demonstrations are taking place will be attempted. There should be no effect on business and residential delivery elsewhere in Manhattan.

Large Volume Pick-up:

Large volume businesses using vehicles for pick-up must retrieve their mail at the Morgan Bulk Mail Entry Unit on 29th St. off 9th Ave. (dock entrance). These specific businesses will be notified by Postal Service officials.

Bulk Mail Entry Unit:

Due to anticipated traffic congestion during the convention, it is requested that bulk mail customers drop-off their mailings by 3:00 p.m. for same-day processing at the Bulk Mail Entry Unit at the Morgan Facility on 9th Ave. and 29th St. Trucks may be subject to search. Customers may deposit bulk mail at facilities in Westchester, Brooklyn, Flushing or Northern New Jersey, but must make prior arrangements. Mailings will not be subject to additional fees and will not lose discounts.

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Mail Collections:

During the period of August 28 through September 2, 2004, the last mail collection from public collection boxes (blue street mail boxes) in all ZIP Codes in Manhattan will be 1:00 p.m.

Collection boxes at the following locations will be removed August 21 and returned September 6:

210 West 31st St	West 30th St & 8th Ave (SW) corner
380 West 33rd St	West 31st St & 6th Ave (NW) corner
151 West 34th St	West 31st St & 7th Ave (NW) corner
424 West 34th St	West 32nd St & 7th Ave (NE) corner
West 30th St & 7th Ave (NE) corner	West 33rd St & 7th Ave (NW) corner

All building mail chutes will be closed between West 29th & 34th Streets between 6th & 10th Avenues during the same time period.

Other Information:

Customers are encouraged to take advantage of services such as stamps by mail, Click-N-Ship, carrier pickup or time-specific Pickup on Demand. For more information on these services, check the Postal Service website at www.usps.com or call 1-800-ASK-USPS (1-800-275-8777).

The above changes in postal operations are necessary to accommodate local street closings, changes to normal traffic patterns, and anticipated traffic delays prior to and continuing through the days after the convention.

The Postal Service apologizes for any inconvenience this may cause our customers. Additional changes may occur. Updated information will be released as the convention nears.

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