

For Royal Mail Use Only:

Ref No -

Stamp Swap Out Form



Non-barcoded stamps can be used until 31 January 2023. We encourage you to use up your stamps, if possible, before then. Please use this form to swap your unused stamps for new barcoded stamps to the equivalent value.

See royalmail.com/barcodedstamps for examples of accepted stamps.

Note: This form should not be used if you are a Retailer who sells stamps to the general public. If you are a Retailer please visit www.royalmail.com/stamp-retailer-exchange

Please read before Completing Sections 1 and 2

- We will swap eligible non-barcoded stamps to the value of today's tariff and not for a cash equivalent.
- Eligible stamps are the regular 1st and 2nd Class 'everyday' stamps featuring the profile of HM The Queen and **those that show any other value**.
- Non-barcoded Christmas themed stamps continue to be valid for postage and don't need to be sent for swap out.
- We are **not** barcoding Special Stamps i.e. pictorial stamps issued to commemorate anniversaries and events. These remain valid for postage and do not need to be sent in for swap out.
- We will not accept stamps that have already been used for postage.
- Self-adhesive stamps must be attached to their original backing paper or book.
- Individual stamps that are not self-adhesive must be stuck to this form within the box overleaf.
- We will accept the value of up to £200 on this form. If you need to send stamps to a value of more than £200 you will need to complete a Swap Out form for over £200 which can be found at royalmail.com/barcodedstamps
- We will use your personal data to process your Swap Out only. Your details will not be used for marketing purposes.
- We aim to process your application within 7 working days but this cannot be guaranteed.

Examples of stamps you can Swap Out



Examples of stamps you don't need to Swap Out



1. Personal Details

Please use CAPITALS and a blue or black pen for all your answers

Name:

Company Name: (if applicable)

Address:

..... Postcode:

2. Stamps to be Swapped

(if this section is not completed, this may delay your application)

Number of stamps enclosed:

(non-self-adhesive stamps to be stuck to reverse of this form)

Value of stamps enclosed:

1st Class = 95p / 2nd Class = 68p
(from 4th April 2022)

Checklist

- Your personal details section 1 completed
- Stamps to be swapped section 2 completed
- Your stamps enclosed within this form

By sending us this form you are agreeing to the Swap Out Terms & Conditions at royalmail.com/barcodedstamps



Please return this form using our freepost service addressed to: Freepost **SWAP OUT**

Use the box below to stick any stamps that are **not** self-adhesive

If you suspect fraudulent stamps please report these to royalmail.com/report-stamp-fraud