

[Your address]

The Rt Hon Francis Maude MP  
Minister for the Cabinet Office  
Cabinet Office  
70 Whitehall  
London  
SW1A 2AS

[DATE]

Dear Minister

Government services at post offices

As you will know, the government has committed to use the post office network as the 'front office for government', with post offices acting as the local face-to-face complement to the growing online provision of government information and services.

As a subpostmaster at [name] Post Office, I am writing to ask you in your role as Minister for the Cabinet Office to lead efforts within government to push forward this initiative.

I believe that post offices are the natural home for all forms of government services. We are local, convenient and trusted; and we are used to handling confidential information, complex transactions, dealing with the public and offering the highest standards of service. Furthermore, the post office network has unrivalled geographical coverage, with a presence at the heart of communities across the UK.

A co-ordinated approach across government departments and agencies, driven by the Cabinet Office, can ensure a better use of our national network of post offices. This can be achieved by maintaining current services offered at post offices; and by identifying additional opportunities in all parts of government for existing or new transactions, information or verification which could be carried out at the Post Office.

By increasing government services at post offices, ministers such as yourself can deliver cost savings for government and increased convenience for the public. You will also help ensure a secure and vibrant new future for our vital national network of post offices.

I look forward to your reply, and to hearing of what steps you plan to take to realise this vitally important step-change within government towards our post offices.

Yours sincerely

[Your name]