

How new addresses are created and maintained once in **PAF**[®]

Royal Mail works alongside Local Authorities in creating new postal addresses. As well as assigning Postcodes, new addresses are added into the Postcode Address File (**PAF**) and regularly maintained to ensure their accuracy.

When building a new development, property developers contact the Local Authority to request a new address. The Local Authority assigns a street name and number and contacts Royal Mail to request a Postcode.

Royal Mail is the only organisation in the UK to assign Postcodes.



Once the local Delivery Office has confirmed the address is able to receive mail, our team adds it to **PAF**.



Once created, new addresses enter **PAF** Not Yet Built address product: a file of assigned addresses that aren't yet capable of receiving mail.



Royal Mail has a dedicated team that supports all of the Local Authorities in creating new addresses.

Royal Mail assigns a Postcode and passes this information back to the local authority as soon as it is available.

PAF contains more than **29 million** addresses and **1.8 million** Postcodes. Thousands of postmen and women validate **PAF** daily. There are **5,000** updates to **PAF** each day.

All **PAF** addresses are regularly checked and verified. We have the ability to check and confirm the accuracy of address information across the UK, **6 days a week**.

For more information about **PAF** and our address products, contact us:

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