

Stop Receiving Unwanted Mail



Addressed Mail

Signing up to the MPS (Mail Preference Service) is an easy way to help reduce the amount of unwanted mail you receive. This service reduces unwanted direct mail you receive (mail addressed specifically to you) such as sales letters and brochures. Once you have signed up, MPS will remove your name from up to 95% of direct mailing lists. Please allow up to 4 months for the service to take full effect.

To sign up you can either:

- visit www.mpsonline.org.uk
- call the automated registration line on 0845 703 4599
- write to MPS, FREEPOST 29, LON 20771, London, W1E 0ZT

Unaddressed Mail

There are a few ways you can reduce the amount of unaddressed mail you receive:

Display a window postcard

The window postcard provided opposite can be used to reduce the amount of local unwanted mail you receive.

Opt out boxes

When you give your name to an organisation such as through order forms, surveys and application forms, check the bottom of the form for opt out boxes to stop your name from being added to any new mailing lists.

Return to sender

If the mail you receive has the senders address you can return it to the sender for free by crossing through your name and labelling it return to sender.

Contact the sender directly

If you continue to receive mailings from a specific company then write to them and ask for your name to be removed from their mailing list.



NO UNWANTED MAIL PLEASE

We do NOT want to receive:



Flyers



Newspapers



Leaflets



Catalogues

**For more information on how you
can reduce your waste visit:**

www.recycleforstaffordshire.org

or call us on **0300 111 8020**

80% recycled
When you have finished with
this leaflet please recycle it

WM01

 **reduce**
for Staffordshire and Stoke