



March 13, 2006

DISTRICT MANAGER  
CUSTOMER SERVICE AND SALES  
NORTHERN NEW JERSEY DISTRICT  
494 BROAD STREET, ROOM 307  
NEWARK, NJ 07102-9300

ATTENTION: Post Office Review Coordinator

SUBJECT: Final Determination  
Overbrook, NJ Classified Branch 07009-9998

The final determination to discontinue the subject post office is enclosed, along with a Postal Bulletin announcement form to be completed and returned to this office by the district.

POSTAL BULLETIN - POST OFFICE CHANGE ANNOUNCEMENT

Complete the enclosed Postal Bulletin post office change announcement form in its entirety and send it to this office (in triplicate). One form will be used to document the official record, one sent to the Accounting Systems Development office, and the third copy will be forwarded to the Headquarters Address Management for the post office change announcement. Please note that Headquarters Address Management will not announce any post office closing or consolidation except when requested in writing by this office. Announcement form mailing instructions are provided at the bottom of the form.

NATIONAL FIVE-DIGIT ZIP CODE AND POST OFFICE DIRECTORY UPDATE

Please coordinate with your Address Management System unit to make sure that the Address Management System (AMS) Report is updated according to existing Headquarters Address Management instructions.

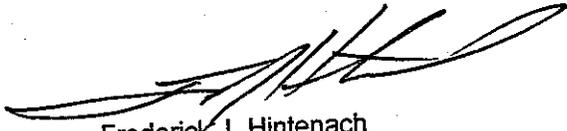
OFFICIAL RECORD

Chronologically file this memorandum in your copy of the official record. All final determination documents must be added to that record. Do not send them to Headquarters. The official record

should be archived at the district by the post office review coordinator after the post office change announcement has appeared in the Postal Bulletin.

Please contact this office and ask for Kim Matalik any time assistance is needed. She may be contacted on (202) 268-5083.

Thank you for your assistance.



Frederick J. Hintenach  
Manager, Customer Service Operations

Enclosures (2)

cc: Vice President, Area Operations, New York Metro Area  
Headquarters Library  
Headquarters Historian

FINAL DETERMINATION TO CLOSE  
THE OVERBROOK, NJ CLASSIFIED BRANCH  
AND PROVIDE DELIVERY AND RETAIL SERVICE THROUGH  
THROUGH THE CEDAR GROVE, NJ POST OFFICE

DOCKET NUMBER 07009

## I. RESPONSIVENESS TO COMMUNITY POSTAL NEEDS

The Postal Service has determined to close the suspended Overbrook, NJ Classified Branch and continue to provide delivery and retail services by post office box service at the Cedar Grove, NJ Post Office located 1.2 miles away.

The Overbrook Classified Branch is located in the Essex County Hospital and serves the hospital staff. The Essex County Hospital has relocated and has not asked the postal service to relocate with them at the new location. No suitable alternate quarters were available.

The Overbrook, NJ Classified Branch, provides service 5 hours a week from 1 p.m. to 2 p.m., Monday through Friday to 26 post office box customers. Retail services include the sale of stamps, stamped paper, and money orders; special services such as registered, certified, insured, COD, and Express Mail; and the acceptance and dispatch of all classes of mail. Office receipts for the last three years were: \$9,258.00 in 2003; \$5,383.00 in 2004; and \$5,622.00 in 2005. There are no permit or postage meter customers.

When this final determination is implemented, delivery and retail services will be provided by post office box service at the Cedar Grove, NJ Post Office, an EAS-20 level office located 1.2 miles away. Window service hours at Cedar Grove, NJ are from 10 a.m. to 7 p.m. Monday through Friday, and 10 a.m. to 4 p.m. on Saturday. There are 100 post office boxes available.

Retail Services are also available at the Verona, NJ Classified Branch, an EAS-22 level office, located 1.2 miles away. Window service hours at Verona are from 8 a.m. to 4:30 p.m. Monday through Friday and 9 a.m. to 12 noon on Saturday. There are 107 post office boxes available.

On January 24, 2006, 26 questionnaires were distributed to delivery customers of the Overbrook Classified Branch. Four questionnaires were returned. Three questionnaires were favorable and one unfavorable regarding the proposed alternate service.

The following postal concerns were expressed on the returned questionnaires:

1. **Concern:** Customers said they would miss the special attention and assistance provided by the personnel at the Overbrook Classified Branch.

**Response:** Courteous and helpful service will be provided by personnel at the Cedar Grove, NJ Post Office and from the carrier. Special assistance will be provided as needed.

2. **Concern:** Customers were concerned with mailing packages.

**Response:** When this final determination is implemented, retail services will be available at the Cedar Grove Post Office, located 1.2 miles away. An alternative location for the customers to receive retail services will be provided at the Verona Classified Branch 1 mile away. Postal customers can use [www.usps.com](http://www.usps.com) and request that a carrier pickup outgoing priority parcels. Rural carriers can provide postage if requested.

### Some advantages to the final determination are:

1. A savings for the Postal Service, which contributes in the long run to stable postage rates and savings for customers.
2. Security of post office box service at the Cedar Grove.

**Some disadvantages to the final determination are:**

1. A change in mailing address. Post Office Box customers will have to open a new post office box at the Main Post Office and will experience an address change

Taking all available information into consideration, the Postal Service concludes this final determination will provide a maximum degree of effective and regular postal services to the community.

**II. EFFECT ON COMMUNITY**

Overbrook is an unincorporated community located in Essex County. The community is administered politically by Essex County. Police and fire protection is provided by Essex County. The community is comprised of retired people, residents and those who commute to work at nearby communities and work in local businesses.

The Overbrook Classified Branch is located in the Essex County Hospital and serves hospital staff. There are no other stores, banks, schools or religious institutions, or businesses that are served by the Overbrook Classified Station. Residents travel to nearby communities for supplies and services.

Nonpostal services provided at the Overbrook Classified Branch will be available at the Cedar Grove Post Office.

The following nonpostal concerns were expressed on the returned questionnaires:

1. **Concern:** Customers were concerned about obtaining tax forms.

**Response:** Nonpostal services provided at the Overbrook Classified Branch will be available at the Cedar Grove Post Office or by contacting the IRS.

Based on information the Postal Service obtained, it was determined that there has been minimal growth in the area in recent years. However, post office box service through the Cedar Grove, NJ Post Office is expected to be able to handle any future growth in the community.

Based on information obtained in the course of this discontinuance study, the Postal Service concludes this final determination will not adversely affect the community.

**III. EFFECT ON EMPLOYEES**

The career clerk will return to main post office when this final determination is implemented. No other employee will be adversely affected.

**IV. ECONOMIC SAVINGS**

The Postal Service estimates an annual savings of \$34,237.00 with a breakdown as follows:

Clerk Salary (PS-5, minimum)	\$34,237.00
Rental Costs, Excluding Utilities	+ \$1.00
Total Annual Costs	\$34,237.00
Less Cost of Replacement Service	- \$0.00
Total Annual Savings	\$34,237.00

**V. OTHER FACTORS**

The Postal Service has identified no other factors for consideration.

**VI. SUMMARY**

The Postal Service has determined to close the Overbrook, NJ Classified Branch and provide delivery and retail services by post office box service at the Cedar Grove, NJ Post Office located 1.2 miles away.

The Overbrook Classified Branch is located in the Essex County Hospital and serves the hospital staff. The Essex County Hospital has relocated and has not asked the postal service to relocate with them to the new location. No suitable alternate quarters were available.

The Cedar Grove Post Office will continue to provide effective and regular service to the community. There will no longer be a retail outlet in the community. However, delivery and retail services will be available from the carrier or through the other two post offices located less than 2 miles from Overbrook. The Postal Service will save an estimated \$34,237.00 annually.

Taking all available information into consideration, the Postal Service has determined that the advantages outweigh the disadvantages and this final determination is warranted.

**VII. NOTICES**

Notify customers of the permanent discontinuance of the Overbrook Classified Branch and advise them of the hours of operation and services available at the Cedar Grove, NJ Post Office. Explain specific information on address changes and why the change is necessary.



Frederick J. Hintenach  
Manager, Customer Service Operations

3/13/06  
Date

DISTRICT MANAGER  
NORTHERN NJ DISTRICT

*file*



January 9, 2006

Mr. Fred Hintenach  
Manager, Customer Service Operations  
475 LeFant Plaza SW Room 5621  
Washington, DC 20260-5621

*OVERBROOK*

Subject: Overlook Branch Post Office

This is a request to discontinue services at the Overlook Branch Post Office located in the Essex County Hospital, 125 Fairview Avenue, Cedar Grove, NJ 07009, as per a Lessor initiated request. The Overlook Branch is a sub-station to the Cedar Grove Post Office located at 519 Pompton Avenue in Cedar Grove, NJ 07009.

At the request of the Lessor, we are requesting approval to discontinue services at the Overlook Branch on March 31, 2006. We have been located in the hospital since 1966 at a cost of \$1 dollar per year. Full services have been decreased over the years to Monday-Friday 1:00-2:00pm, as per customer needs. There are currently 26 Post Office Box customers. The Cedar Grove Main Post Office is located 1.29 miles from this location.

Enclosed please find the Lessor notification letter and our (2) notices to current P.O.Box customers. If additional information is required, please contact Phyllis M. Broughton at (973) 468-7074.

*Eugene H. Rear*

Eugene H. Rear  
District Manager

Enclosures

U. S. Postal Service ROUTING SLIP		Dept., Office or Room No.	<input type="checkbox"/> Approval <input type="checkbox"/> Signature <input type="checkbox"/> Comment <input type="checkbox"/> See Me <input type="checkbox"/> As Requested <input type="checkbox"/> Information <input type="checkbox"/> Read and Return <input type="checkbox"/> Read and File <input type="checkbox"/> Necessary Action <input type="checkbox"/> Investigate <input type="checkbox"/> Recommendation <input type="checkbox"/> Prepare Reply <input type="checkbox"/>
To:			
1			
2			
3			
4			
5			
From:		Extension	
Date		Room No.	
Remarks:			
11/13/02			
<p>Thylles -</p> <p>This is our "in house" referral sheet (check list) Bob Boscema is using. I have him out "cold calling" the local business areas.</p> <p>Feedback will follow. He will refer to Aect. Rep. as needed.</p> <p>Chris</p>			

United States Postal Service  
519 Pompton Avenue  
Cedar Grove, NJ 07009-9998

COMPANY NAME - \_\_\_\_\_

CONTACT NAME - \_\_\_\_\_

SATURDAY DELIVERY                      YES / NO

DAY AFTER THANKSGIVING              YES / NO

CHRISTMAS WEEK                        YES / NO

P.O. BOX APPLICATION                 YES / NO

COPORATE ACCOUNT                    YES / NO

STAMPS BY MAIL                        YES / NO

STAMPS BY FAX                         YES / NO

PERMIT BRM                             YES / NO

COURTESY REPLY                        YES / NO

PROPER ADDRESS \_\_\_\_\_

COMMENTS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

Author: PHYLLIS M BROUGHTON at NWNJ001L

Date: 7/2/01 11:53 AM

Normal

Receipt Requested

TO: CARL A WALTON at NYNY001L

Subject: Andrew Boyajian

----- Message Contents

Carl,

Please review and contact Ms. Riccio.

Thank you.

Phyllis

POST OFFICE DEPARTMENT  
RENTAL AGREEMENT

THE UNDERSIGNED, hereinafter called the LANDLORD, hereby rents to THE UNITED STATES OF AMERICA, hereinafter called the GOVERNMENT, the premises hereinafter described for postal purposes, pursuant to the terms and conditions described herein and on the reverse hereof.

1. The premises to be rented are located at:

(Address) Room 17 (City) Cedar Grove (County) Essex (State and ZIP Code) N.J., 07009  
upon which is or will be located a 1 story building and which property contains or will contain area and spaces, improvements and appurtenances as shown on Drawing(s) No. 172-970-C

dated October 27, 1965 and/or described as:

AREA	DIMENSIONS	NET SQ. FT.	AREA	DIMENSIONS	NET SQ. FT.
FIRST FLOOR	<u>29 x 14</u>	<u>406</u>	DRIVEWAY		
PLATFORM			PARKING & MANEUVERING		
STORAGE OF VEHICLES (No. of Units)			OTHER (Describe)		

2. TERMS (in each case two (2) of the following paragraphs, "A", "B" and "C" must be deleted)

**A** Month-to-Month. This is a month-to-month tenancy for an indefinite period beginning July 1, 1966 and may be terminated at any time by either party giving to the other a thirty days' written notice, any such notice given by LANDLORD to be directed to the Contracting Officer.

**B** Fixed Term. To have and to hold said premises with their appurtenances for a term of ( ) months beginning July 1, 1966 and ending July 1, 1966.  
(1) The Government may terminate this agreement at any time by giving thirty days' written notice to the LANDLORD.  
(2) This agreement may be renewed, at the option of the Government providing that 30 days written notice is given before the end of the fixed term, for the following separate and consecutive terms and at the following monthly rentals:

NO. MONTHS	AT (PER MONTH RENTAL)	NO. MONTHS	AT (PER MONTH RENTAL)	NO. MONTHS	AT (PER MONTH RENTAL)
(a)	\$	(b)	\$	(c)	\$

**C** Automatic Renewal. To have and to hold the said premises with their appurtenances for a term of one year beginning July 1, 1966. Thereafter this agreement shall renew itself from year to year unless thirty days before the end of any annual term the LANDLORD gives written notice of termination, delivered to the Contracting Officer. The GOVERNMENT may terminate this agreement at any time by giving thirty days' written notice to the LANDLORD.

3. RENTAL. The GOVERNMENT shall pay the LANDLORD monthly rental of \$ 1.00 payable at the end of each month. Rent for part of a month shall be prorated. Rent checks shall be made payable to: Treasurer, County of Essex, Hall of Records, Newark, N.J.

4. The LANDLORD, unless otherwise specified herein, shall maintain the premises in good repair and tenantable condition, except in case of damage arising from the act or the negligence of Government's agents or employees and, as part of rental consideration, shall also furnish suitable flag staff, proper post office sign (legible from across the street), and the following utilities, services, equipment, etc.: heat, light, water, power and janitor services, Air Conditioning and shall keep such furnished items in good condition.

5. Other provisions agreed upon: Use of lavatory and sanitary facilities for postal employees and use of driveway and corridors for mail vehicles and employees to permit receipt and delivery of mail.

Addendum to Equal Employment Opportunity attached.

EXECUTED BY LANDLORD:  
By: Charles A. Matthews, Director  
Board of Chosen Freeholders, County of Essex, N.J.  
Address: Hall of Records  
Newark, N. J. 642-7800  
(City, State and ZIP Code) (Telephone)

ACCEPTANCE BY GOVERNMENT:  
By: [Signature]  
Title: Acting Chief of Post Estate Dr.  
(Contracting Officer)  
Address: Philadelphia, Pa. 19104

Cedar Grove, N.J. 07009  
03-29-72

A. Kallen, MD  
Superintendent  
Essex County Hospital Center  
Cedar Grove, N.J. 07009

Dear Dr. Kallen:

When we firstly opened the Postal facility at the hospital, the plan was to install a nest of lock boxes. These boxes could then be rented by employees and residents who preferred to receive their mail in that fashion. We developed a list of people who had asked for them.

For some reason that continues to perplex me to this day, the U.S. Postal Service headquarters would not approve their installation. After several years of efforts, they have finally been worn down and a nest of boxes is now installed.

The people who frequent the postal facility will notice them and, some word will be passed along. I am wondering if you can disseminate this information through whatever institution-wide medium you may have at your disposal so all your employees will be aware of this additional service.

There are three sizes of boxes available and their rental is as follows:

Small size :	\$1.10	per	calendar	quarter
Medium size:	1.35	"	"	"
Large size :	1.80	"	"	"

If you or your staff have any questions regarding this matter, feel free to call Mr. Muir at the Station or myself at the main office. My number is 239-2000.

Sincerely,

James P. De Maio  
Postmaster

*Installed  
& rented  
03-30-72*

*03-29-72*

*rented*

POSTMASTER



November 28, 2005

Dear Postal Customer:

This is to advise you that effective March 31, 2006 the Overbrook Post Office Station will be closed.

Your Post Office Box must be closed and vacated by March 31, 2006.

The U.S. Postal Service will be glad to provide you with a new P.O. Box at our main office at 519 Pompton Avenue Cedar Grove, N.J. or forward your mail to another location.

Please contact Peter Kakalecz, Sales and Service Associate at 973-239-6259 or 973-239-7439 for further assistance.

Thank you for your prompt attention to this matter.

Sincerely,

---

Richard Molan  
Officer in Charge  
519 Pompton Ave  
Cedar Grove NJ 07009



**NOTICE OF POST OFFICE EMERGENCY SUSPENSION**

**A. Suspended Office**

Name: Overbrook PO State: NJ ZIP Code: 07009  
Area: NY Metro Area District: Northern NJ  
Congressional District: # 8 County: Essex County  
Post Office  EAS Grade: \_\_\_\_\_ Finance Number:                       
Classified Station X  Classified Branch  CPO  Date CPO Established: 1966  
Effective date of suspension: March 31, 2006

**Justification (specific reason(s) for suspension):**

PO is located in Essex County Hospital and they are moving to another location.  
The PO was not invited to move to the new location.

**Alternate Service Provided (i.e., rural delivery to roadside mailboxes, CBUs, etc.):**

N/A

**Effect on Employees (Include Career/NonCareer Employees):**

The one employee will report to the Main PO

**Hours of Operation:**

Retail: Saturday: closed Monday – Friday: 1PM-2PM  
Lobby: Saturday: 24 hours Monday – Friday: 24 hours

**Number of Customers Served:**

\_\_\_\_\_ General Delivery  
\_\_\_\_\_ Post Office Box  
\_\_\_\_\_ City Delivery  
\_\_\_\_\_ Rural Route  
\_\_\_\_\_ Highway Contract Route (HCR)  
\_\_\_\_\_ Intermediate Rural Route  
\_\_\_\_\_ Intermediate HCR  
N/A Total Customers

**B. Administrative Office**

Name: Cedar Grove PO State: NJ ZIP Code: 07009  
EAS Grade: EAS-20 Finance Number:                      Miles Away: 1.2 mi  
PO Boxes Available: 100

**Hours of Operation**

Retail: Saturday: 10-4PM Monday – Friday: 10AM-7PM  
(Include lunch break)  
Lobby: Saturday: 6AM-4PM Monday – Friday: 6AM-7PM

NOTICE OF POST EMERGENCY SUSPENSION (continued)

C. Nearest Office

Name: Verona PO State: NJ ZIP Code: 07044  
EAS Grade: Sta Finance Number: [REDACTED] Miles Away: 1.2mi  
PO Boxes Available: 15

Hours of Operation

Retail: Saturday: 9AM-12PM Monday - Friday: 8AM-4:30PM  
(Include lunch break)  
Lobby: Saturday: 9AM-12PM Monday - Friday: 8AM-4:30PM

D. Postmaster Organization Notification:

Notified: Yes  No  Date of Notification: 2/6/06

E. Plan of Action (HQ must be notified within 90 days):

The 26 PO Box customers were notified on November 28, 2005 of the closing of the PO due to the relocation of the hospital. They were provided information to open a new PO Box at the Main PO or have their mail forwarded.

Prepared by: Phyllis M. Broughton Date: 2/9/06  
Title: Manager Marketing  
Telephone No.: 973-468-7074 Fax No.: 973-468-7219

Approved By:

Mania Morse Date: 2/9/06  
District Manager, Customer Service and Sales  
Telephone No.: 973-468-7111 Fax No.: 973-468-7215

FAX TO:  
FREDERICK J. HINTENACH  
MANAGER, CUSTOMER SERVICE OPERATIONS  
RETAIL AND DELIVERY  
U.S. POSTAL SERVICE HEADQUARTERS  
475 L'ENFANT PLAZA SW RM 5621  
WASHINGTON DC 20260-5621  
FAX: (202) 268-5102

cc: Area PO Review Coordinator  
District PO Review Coordinator  
Manager, Facilities Service Office  
National League of Postmasters  
National Association of Postmasters of the United States



NOTICE OF POST OFFICE EMERGENCY SUSPENSION

A. Suspended Office

Name: Overbrook PO State: NJ ZIP Code: 07009
Area: NY Metro Area District: Northern NJ
Congressional District: # 8 County: Essex County
Post Office [ ] EAS Grade: Finance Number:
Classified Station X [ ] Classified Branch [ ] CPO [ ] Date CPO Established: 1966
Effective date of suspension: March 31, 2006

Justification (specific reason(s) for suspension):

PO is located in Essex County Hospital and they are moving to another location.
The PO was not invited to move to the new location.

Alternate Service Provided (i.e., rural delivery to roadside mailboxes, CBUs, etc.):
N/A

Effect on Employees (Include Career/NonCareer Employees):

The one employee will report to the Main PO

Hours of Operation:

Retail: Saturday: closed Monday - Friday: 1PM-2PM
Lobby: Saturday: 24 hours Monday - Friday: 24 hours

Number of Customers Served:

- General Delivery
Post Office Box
City Delivery
Rural Route
Highway Contract Route (HCR)
Intermediate Rural Route
Intermediate HCR
N/A Total Customers

B. Administrative Office

Name: Cedar Grove PO State: NJ ZIP Code: 07009
EAS Grade: EAS-20 Finance Number: Miles Away: 1.2 mi
PO Boxes Available: 100

Hours of Operation

Retail: Saturday: 10-4PM (Include lunch break) Monday - Friday: 10AM-7PM
Lobby: Saturday: 6AM-4PM Monday - Friday: 6AM-7PM

NOTICE OF POST EMERGENCY SUSPENSION (continued)

C. Nearest Office

Name: Verona PO State: NJ ZIP Code: 07044  
EAS Grade: Sta Finance Number: [REDACTED] Miles Away: 1.2mi  
PO Boxes Available: 15

Hours of Operation

Retail: Saturday: 9AM-12PM Monday - Friday: 8AM-4:30PM  
(Include lunch break)  
Lobby: Saturday: 9AM-12PM Monday - Friday: 8AM-4:30PM

D. Postmaster Organization Notification:

Notified: Yes  No  Date of Notification: 2/6/06

E. Plan of Action (HQ must be notified within 90 days):

The 26 PO Box customers were notified on November 28, 2005 of the closing of the PO due to the relocation of the hospital. They were provided information to open a new PO Box at the Main PO or have their mail forwarded.

Prepared by: Phyllis M. Broughton Date: 2/9/06  
Title: Manager Marketing  
Telephone No.: 973-468-7074 Fax No.: 973-468-7219

Approved By:

Maria Morse Date: 2/9/06  
District Manager, Customer Service and Sales  
Telephone No.: 973-468-7111 Fax No.: 973-468-7215

FAX TO:  
FREDERICK J. HINTENACH  
MANAGER, CUSTOMER SERVICE OPERATIONS  
RETAIL AND DELIVERY  
U.S. POSTAL SERVICE HEADQUARTERS  
475 L'ENFANT PLAZA SW RM 5621  
WASHINGTON DC 20260-5621  
FAX: (202) 268-5102

cc: Area PO Review Coordinator  
District PO Review Coordinator  
Manager, Facilities Service Office  
National League of Postmasters  
National Association of Postmasters of the United States



F44  
①

# OFFICE OF THE COUNTY COUNSEL

Hall of Records, Room 535, Newark, New Jersey 07102

973.621.5003 --- 973.621.4599 (Fax)

www.essexcountynj.org

Joseph N. DiVincenzo, Jr.  
Essex County Executive

Harry J. Del Plato  
Acting County Counsel

Wilfredo Benitez  
Deputy County Counsel

October 20, 2005

Regular & Certified Mail #7003-3110-0001-5154 4821

Richard Molan, Postmaster  
Cedar Grove Post Office  
519 Pompton Avenue  
Cedar Grove, NJ 07009

Dear Mr. Molan:

As you know from our telephone conversation yesterday, the County of Essex is now constructing a new hospital center which, when completed next year, will replace the existing Essex County Hospital Center out of which you operate a sub station. No space has been allocated in the new hospital center for the sub station.

This letter is being sent to you for the purpose of giving you formal written notice that the United State Postal Service must vacate and turn over possession of Room 17, Essex County Hospital Center, 125 Fairview Avenue, Cedar Grove, NJ., to the County of Essex on or before May 1, 2006.

Very truly yours,

Harry J. Del Plato  
A/Essex County Counsel  
(973) 621-5009

HJDP/mb

cc: Joyce Wilson Harley, County Administrator  
Ralph J. Ciallella, Deputy County Administrator  
Lucia Guarini, Director - Hospital Center

CUSTOMER SERVICE SUPPORT  
USPS NNJ DISTRICT

RECEIVED  
05 DEC -5 PM 1:46

*Putting Essex County First*

ESSEX COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

## **POSTAL CUSTOMERS**

### **POST OFFICE BOX CUSTOMERS**

As you know, the Essex County Hospital will be moving to a new location. Therefore, effective **March 31, 2006** the Overbrook Post Office Station will be closed.

The U. S. Postal Service will be glad to provide you with a new P.O. Box at our main office at **519 Pompton Avenue Cedar Grove, N.J.** or forward your mail to another location.

Please contact us at 973-239-7439 for further information.

Thank you for your past patronage,

Richard Molan  
Officer in Charge  
Cedar Grove Post Office

POSTMASTER



November 28, 2005

Dear Postal Customer:

This is to advise you that effective March 31, 2006 the Overbrook Post Office Station will be closed.

Your Post Office Box must be closed and vacated by March 31, 2006.

The U.S. Postal Service will be glad to provide you with a new P.O. Box at our main office at 519 Pompton Avenue Cedar Grove, N.J. or forward your mail to another location.

Please contact Peter Kakalecz, Sales and Service Associate at 973-239-6259 or 973-239-7439 for further assistance.

Thank you for your prompt attention to this matter.

Sincerely,

---

Richard Molan  
Officer in Charge  
519 Pompton Ave  
Cedar Grove NJ 07009

Post Office Survey Sheet

Post Office Name: Overbrook Branch Post Office ZIP + 4: 07009

Congressional District: # 8

Date: January 9, 2006

1. List specific information about the facility, such as structural defects, safety hazards, lack of running water or restrooms (if so, where restrooms are available), security, and other deficiencies or factors to consider.

none

2. Is the facility accessible to persons with disabilities? yes

3. Lease terms? 30-day cancellation clause? N/A

4. Are suitable alternate quarters available for an independent Post Office? If so, where?

N/A

5. List potential CPO sites. Attached

6. Are there any postage meter customers or permit mailers? Yes  No

If yes, please identify them by name and address. \_\_\_\_\_

7. Which career and noncareer employees will be affected and what accommodations will be made for them?

Employee will report to Main PO

8. How is mail received and dispatched at the office and at what times? How will this be affected by discontinuance? Will a collection box be retained? Will a locked pouch be utilized?

The hospital will relocate. There will be no Postal Services at this location.

There is presently no collection box at this site.

Post Office Survey Sheet (Continued)

How many Post Office boxes are installed? 26

How many Post Office boxes are used? 26

What are the window service hours? 1PM-2PM M-F

What are the lobby hours

24 hours

9. Have there been recent cases of mail theft or vandalism reported to the postmaster/OIC? Explain.

no

10. What equipment in the Post Office is not owned by the Postal Service (e.g., Post Office boxes, furniture, safe)?

All equipment is PO owned

11. List potential CBU/parcel locker sites and distances from present Post Office site.

N/A

12. Are there any special customer needs? (People who cannot read or write, who cannot drive or who have infirmities or physical handicaps.) How can these people be accommodated?

All customers are hospital staff members

13. Rural delivery/HCR delivery.

a. What is current evaluation? N/A

b. Will this change result in the route being overburdened? Yes  NoX

If so, what accommodations will be made to adjust the route? N/A

c. How many boxes and miles will be added to the route? N/A

d. What would be the additional annual expense if the route is increased? N/A

e. What is the one-time cost of CBU/parcel locker installation (if appropriate)? N/A

f. At what time of the day does the carrier begin delivery to the community? N/A

Will this delivery time be affected if the office is discontinued? Yes  No

If so, how? N/A

14. Are the Post Office box fees at the facility that will provide alternate service different from those at the office to be discontinued? If so, how? no



### Classified Station/Branch or Community Post Office Discontinuance Checklist

District: No NJ District  
District Contact: P. Broughton Telephone Number: 973-468-7074  
Office Name, State: Overbrook Branch PO ZIP Code: 07009  
County: Essex Congressional District: # 8  
Date Office Established: 1966  
Reason for Discontinuance: Hospital is relocating and does not have space for PO services

When does the lease or contract expire? Yr to Yr

Is there a 30-day cancellation clause?  Yes  No

Are there suitable alternate quarters of contractors available?  Yes  No

How many customers are affected:

Post Office box customers:	<u>26</u>
General Delivery:	<u>0</u>
Rural Route:	<u>0</u>
Highway Contract Route (HCR):	<u>0</u>
City Route:	<u>0</u>
Intermediate Rural:	<u>0</u>
Intermediate HCR:	<u>0</u>
Total number of customers:	<u>26</u>

Number of customers receiving duplicate delivery service: 0

Window Service Hours: M-F: 1PM-2PM Mon-Fri Sat: No service

Lobby Hours: M-F: \_\_\_\_\_ Sat: \_\_\_\_\_

Names of schools, religious institutions, organizations and business in service area:

none

Indicate the number of permit and postage meter customers and the provisions that will be made for them.

none

none

How many career employees will be affected and what accommodations will be made for them?

1 employee -will report to the main office

How many handicapped or other special provision customers will be affected and what accommodations will be made for them?

none

Office receipts for the last three fiscal years were:

\$	<u>9,258</u>	Revenue units in FY	<2003>
\$	<u>5,383</u>	Revenue units in FY	<2004>
\$	<u>5,622</u>	Revenue units in FY	<2005>

Expenses for last FY:

Salaries (excluding COLA):	<u>\$52,000</u>
Fringe benefits 33.5%:	<u>N/A</u>
Rental costs (excluding utilities):	<u>\$1.00</u>
Total expenses:	<u>\$52,001</u>

Alternate service to be provided:

Type explanation here

Cost of proposed alternate  
service 0

Total savings:                     

One-time CBU cost: 0

**Administrative Office**

Name, State &

ZIP: Cedar Grove Post Office EAS level: 20 Miles away: 1.2 mi

Window Service Hours: M-F: 10AM - 7PM Sat: 10AM-4PM

Lobby Hours: M-F: 6AM - 7PM Sat: 6AM-4PM

Number of PO Boxes Available: 100 Finance Number:



UNITED STATES  
POSTAL SERVICE

**Nearest Post Office** (if different from above):

Name, State & ZIP: Verona PO EAS level: \_\_\_\_\_ Miles away: 1.2

Window Service Hours: M-F: 8AM-4:30PM Sat: 9AM-12:00PM

Lobby Hours: M-F: 8AM-4:30PM Sat: 9AM-12:00PM

Number of PO Boxes Available: 15

(You may wish to attach a highlighted map.)

Community meeting: Date: \_\_\_\_\_ Number of customers attended: \_\_\_\_\_

Questionnaire: Date: 1/24/06 Number returned: 4

# Favorable: 3 # Unfavorable: 1 #No opinion: \_\_\_\_\_

Attach postal and nonpostal concerns of affected customers with Postal Service responses

Prepared By: Phyllis M Broughton Title: Mgr. Mktg

Signature: *Phyllis M Broughton* Date: 1/30/06

Telephone Number: 973-468-7074 (remember to include your area code)

### Postal Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the \_\_\_\_\_ Post Office for each of the following:

Postal Services	Daily	Weekly	Monthly	Never
a. Buying stamps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Mailing letters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Picking up Post Office box mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Picking up general delivery mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Obtaining special services, including Certified mail, Registered mail, Insured mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Other postal services:**

- |                                  |                              |                             |
|----------------------------------|------------------------------|-----------------------------|
| a. Entering permit mailings      | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| b. Resetting/using postage meter | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

**Nonpostal Services**

- |  |                              |                             |
|--|------------------------------|-----------------------------|
| a. Picking up government<br>forms (such as tax forms)            | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| b. Using for school bus stop                                     | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| c. Assisting senior citizens,<br>persons with disabilities, etc. | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

If yes, please explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

- |                                |                              |                             |
|--------------------------------|------------------------------|-----------------------------|
| d. Using public bulletin board | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| e. Other                       | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

If yes, please explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

Yes

No

If yes, which offices: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. If you now receive carrier delivery, there will be no change to your delivery service - proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section.

a. How do you think carrier route delivery service to cluster box units with individually locked mail compartments and parcel lockers would compare with present service?

Better

Just as Good

No Opinion

Worse

Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b. How do you think carrier route delivery service to a rural mailbox near your home would compare with your present service?

Better

Just as Good

No Opinion

Worse

Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

Shopping  \_\_\_\_\_

Personal needs  \_\_\_\_\_

Banking  \_\_\_\_\_

Employment  \_\_\_\_\_

Social needs  \_\_\_\_\_

5. Do you currently use local businesses in the community?

Yes

No

If yes, would you continue to use them if the Post Office is discontinued?

Yes

No

Name: \_\_\_\_\_  
(please print your name)

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Date: \_\_\_\_\_

Please add any additional comments on a separate piece of paper and attach it to this form.  
Thank you for taking the time to complete this questionnaire.



### Community Survey Sheet

Post Office Name: Overbrook Branch Post Office

ZIP + 4: 07009-9991

Congressional District: # 8

Date: January 30, 2006

1. Incorporated?      Yes       No

Local government provided by: \_\_\_\_\_

Police protection provided by: \_\_\_\_\_

Fire protection provided by: \_\_\_\_\_

School location: \_\_\_\_\_

2. What population growth is expected? (Please document your source) \_\_\_\_\_

3. What residential, commercial, or business growth is expected? (Please document your source)

4. History. (Are there any special historical events related to the community? Are there any special community events to consider? Is the Post Office facility a state or national historic landmark (see ASM 515.23)? Check with the field real estate office when verification is needed.)  
none

5. What is the geographic/economic make-up of the community (e.g., retirees, commuters, self-employed, farmers)?

6. Which nonpostal services are provided by the Post Office (e.g., public bulletin board, school bus stop, community meeting location, voting place, government form distribution center) Do employees of the office offer assistance to senior citizens and handicapped? What provisions can be made for these services if the Post Office is discontinued?  
none



## Postal Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the \_\_\_\_\_ Post Office for each of the following:

Postal Services	Daily	Weekly	Monthly	Never
a. Buying stamps	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Mailing letters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. Picking up Post Office box mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. Picking up general delivery mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. Obtaining special services, including Certified mail, Registered mail, Insured mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### Other postal services:

- a. Entering permit mailings      Yes       No
- b. Resetting/using postage meter      Yes       No

### Nonpostal Services

- a. Picking up government forms (such as tax forms)      Yes       No
- b. Using for school bus stop      Yes       No
- c. Assisting senior citizens, persons with disabilities, etc.      Yes       No

If yes, please explain: usually tax forms

- d. Using public bulletin board      Yes       No
- e. Other      Yes       No

If yes, please explain: \_\_\_\_\_

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

Yes  No

If yes, which offices: LITTLE FALLS

3. If you now receive carrier delivery, there will be no change to your delivery service - proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section.

a. How do you think carrier route delivery service to cluster box units with individually locked mail compartments and parcel lockers would compare with present service?

Better  Just as Good  No Opinion  Worse

Please explain: \_\_\_\_\_

b. How do you think carrier route delivery service to a rural mailbox near your home would compare with your present service?

Better  Just as Good  No Opinion  Worse

Please explain: \_\_\_\_\_

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

Shopping  \_\_\_\_\_  
Personal needs  \_\_\_\_\_  
Banking  VERONA -  
Employment  Essex County Hospital Center  
Social needs  \_\_\_\_\_

5. Do you currently use local businesses in the community?

Yes  No

If yes, would you continue to use them if the Post Office is discontinued?

Yes  No

Name: \_\_\_\_\_  
(please print your name)

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Date: 1-24-06.

Please add any additional comments on a separate piece of paper and attach it to this form.  
Thank you for taking the time to complete this questionnaire.

### Postal Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the \_\_\_\_\_ Post Office for each of the following:

Postal Services	Daily	Weekly	Monthly	Never
a. Buying stamps	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Mailing letters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Picking up Post Office box mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. Picking up general delivery mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. Obtaining special services, including Certified mail, Registered mail, Insured mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Other postal services:**

a. Entering permit mailings	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
b. Resetting/using postage meter	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

**Nonpostal Services**

a. Picking up government forms (such as tax forms)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
b. Using for school bus stop	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
c. Assisting senior citizens, persons with disabilities, etc.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

If yes, please explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

d. Using public bulletin board	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
e. Other	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

If yes, please explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

Yes

No

If yes, which offices: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. If you now receive carrier delivery, there will be no change to your delivery service - proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section.

a. How do you think carrier route delivery service to cluster box units with individually locked mail compartments and parcel lockers would compare with present service?

Better

Just as Good

No Opinion

Worse

Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b. How do you think carrier route delivery service to a rural mailbox near your home would compare with your present service?

Better

Just as Good

No Opinion

Worse

Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

Shopping

Personal needs

Banking

Employment

Social needs

5. Do you currently use local businesses in the community?

Yes

No

If yes, would you continue to use them if the Post Office is discontinued?

Yes

No

Name: \_\_\_\_\_  
(please print your name)

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Date: 1/24/06

Please add any additional comments on a separate piece of paper and attach it to this form.  
Thank you for taking the time to complete this questionnaire.

### Postal Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the \_\_\_\_\_ Post Office for each of the following:

Postal Services	Daily	Weekly	Monthly	Never
a. Buying stamps	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Mailing letters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing parcels	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Picking up Post Office box mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. Picking up general delivery mail	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. Obtaining special services, including Certified mail, Registered mail, Insured mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Other postal services:**

- a. Entering permit mailings      Yes       No
- b. Resetting/using postage meter      Yes       No

**Nonpostal Services**

- a. Picking up government forms (such as tax forms)      Yes       No
- b. Using for school bus stop      Yes       No
- c. Assisting senior citizens, persons with disabilities, etc.      Yes       No

If yes, please explain: Opening door, Assisting & Carrying Packages & Etc.

- d. Using public bulletin board      Yes       No
- e. Other      Yes       No

If yes, please explain: Checking out Job listing & updated info. on Postal Services, Missing Persons & Etc.

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

Yes

No

If yes, which offices: VERONA & DUNK

3. If you now receive carrier delivery, there will be no change to your delivery service - proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section.

a. How do you think carrier route delivery service to cluster box units with individually locked mail compartments and parcel lockers would compare with present service?

Better

Just as Good

No Opinion

Worse

Please explain: \_\_\_\_\_

b. How do you think carrier route delivery service to a rural mailbox near your home would compare with your present service?

Better

Just as Good

No Opinion

Worse

Please explain: \_\_\_\_\_

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

Shopping

SHOPRITE

Personal needs

Where ever

Banking

All over what ever convenient

Employment

ECHE / Cedar Grove, NJ 07009

Social needs

All over the place

5. Do you currently use local businesses in the community?

Yes

No

If yes, would you continue to use them if the Post Office is discontinued? I have no choice but, it's very convenient & professional service.

Yes

No

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Date: 1/24/06

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.

P.S. I am going to really miss our personalized service from the Cedar Grove Postal Staff.

### Postal Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the  Post Office for each of the following:

Postal Services	Daily	Weekly	Monthly	Never
a. Buying stamps	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Mailing letters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. Picking up Post Office box mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Picking up general delivery mail	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. Obtaining special services, including Certified mail, Registered mail, Insured mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Other postal services:**

- a. Entering permit mailings      Yes       No
- b. Resetting/using postage meter      Yes       No

**Nonpostal Services**

- a. Picking up government forms (such as tax forms)      Yes       No
- b. Using for school bus stop      Yes       No
- c. Assisting senior citizens, persons with disabilities, etc.      Yes       No

If yes, please explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

- d. Using public bulletin board      Yes       No
- e. Other      Yes       No

If yes, please explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

Yes

No

If yes, which offices: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. If you now receive carrier delivery, there will be no change to your delivery service - proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section.

a. How do you think carrier route delivery service to cluster box units with individually locked mail compartments and parcel lockers would compare with present service?

Better

Just as Good

No Opinion

Worse

Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b. How do you think carrier route delivery service to a rural mailbox near your home would compare with your present service?

Better

Just as Good

No Opinion

Worse

Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

Shopping

Shoprite; Pathmark

Personal needs

\_\_\_\_\_

Banking

PNC

Employment

ESSEX County Hospital Center

Social needs

\_\_\_\_\_

5. Do you currently use local businesses in the community?

Yes

No

If yes, would you continue to use them if the Post Office is discontinued?

Yes

No

Name: \_\_\_\_\_  
(Please print your name)

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Date: 1-24-06

Please add any additional comments on a separate piece of paper and attach it to this form.  
Thank you for taking the time to complete this questionnaire.

## Postal Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the  Post Office for each of the following:

<b>Postal Services</b>	<b>Daily</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Never</b>
a. Buying stamps	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Mailing letters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. Picking up Post Office box mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Picking up general delivery mail	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. Obtaining special services, including Certified mail, Registered mail, Insured mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Other postal services:**

- |                                  |                              |  |
|----------------------------------|------------------------------|--|
| a. Entering permit mailings      | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| b. Resetting/using postage meter | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |

**Nonpostal Services**

- |  |   |  |
|--|---|--|
| a. Picking up government<br>forms (such as tax forms)            | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |
| b. Using for school bus stop                                     | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| c. Assisting senior citizens,<br>persons with disabilities, etc. | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |

If yes, please explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

- |                                |                              |  |
|--------------------------------|------------------------------|--|
| d. Using public bulletin board | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| e. Other                       | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |

If yes, please explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

Yes

No

If yes, which offices: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. If you now receive carrier delivery, there will be no charge to your delivery service - proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section.

a. How do you think carrier route delivery service to cluster box units with individually locked mail compartments and parcel lockers would compare with present service?

Better

Just as Good

No Opinion

Worse

Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b. How do you think carrier route delivery service to a rural mailbox near your home would compare with your present service?

Better

Just as Good

No Opinion

Worse

Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

Shopping

Shoprite; Pathmark

Personal needs

Banking

PNC

Employment

Essex County Hospital Center

Social needs

5. Do you currently use local businesses in the community?

Yes

No

If yes, would you continue to use them if the Post Office is discontinued?

Yes

No

Name: \_\_\_\_\_  
(please print your name)

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Date: 1-24-06

Please add any additional comments on a separate piece of paper and attach it to this form.  
Thank you for taking the time to complete this questionnaire.

### Postal Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the \_\_\_\_\_ Post Office for each of the following:

Postal Services	Daily	Weekly	Monthly	Never
a. Buying stamps	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Mailing letters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing parcels	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Picking up Post Office box mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. Picking up general delivery mail	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. Obtaining special services, including Certified mail, Registered mail, Insured mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Other postal services:**

- a. Entering permit mailings      Yes       No
- b. Resetting/using postage meter      Yes       No

**Nonpostal Services**

- a. Picking up government forms (such as tax forms)      Yes       No
- b. Using for school bus stop      Yes       No
- c. Assisting senior citizens, persons with disabilities, etc.      Yes       No

If yes, please explain: Opening door, Assisting & Carrying Packages & etc.

- d. Using public bulletin board      Yes       No
- e. Other      Yes       No

If yes, please explain: Checking out Job listings & updated info. on Postal Services, Missing Persons & etc.

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

Yes  No

If yes, which offices: VERONA & ROUTE

3. If you now receive carrier delivery, there will be no change to your delivery service - proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section.

a. How do you think carrier route delivery service to cluster box units with individually locked mail compartments and parcel lockers would compare with present service?

Better  Just as Good  No Opinion  Worse

Please explain: \_\_\_\_\_

b. How do you think carrier route delivery service to a rural mailbox near your home would compare with your present service?

Better  Just as Good  No Opinion  Worse

Please explain: \_\_\_\_\_

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

- Shopping  SHOPRITE
- Personal needs  Where ever
- Banking  All over what ever convenient
- Employment  ECAC / Cedar Grove, NJ 07009
- Social needs  All over the place

5. Do you currently use local businesses in the community?

Yes  No

If yes, would you continue to use them if the Post Office is discontinued?

Yes  No

*I have no choice but, it's very convenient & Professional Service.*

Name: \_\_\_\_\_  
(please print your name)

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Date: 1/24/06

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.

*P.S. I Am going to really miss our personalized service to the Cedar Grove Postal Staff.*

### Postal Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the \_\_\_\_\_ Post Office for each of the following:

Postal Services	Daily	Weekly	Monthly	Never
a. Buying stamps	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Mailing letters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Picking up Post Office box mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. Picking up general delivery mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. Obtaining special services, including Certified mail, Registered mail, Insured mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Other postal services:**

a. Entering permit mailings	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
b. Resetting/using postage meter	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

**Nonpostal Services**

a. Picking up government forms (such as tax forms)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
b. Using for school bus stop	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
c. Assisting senior citizens, persons with disabilities, etc.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

If yes, please explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

d. Using public bulletin board	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
e. Other	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

If yes, please explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs? Yes  No

If yes, which offices: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. If you now receive carrier delivery, there will be no change to your delivery service - proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section.

a. How do you think carrier route delivery service to cluster box units with individually locked mail compartments and parcel lockers would compare with present service?

Better  Just as Good  No Opinion  Worse

Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b. How do you think carrier route delivery service to a rural mailbox near your home would compare with your present service?

Better  Just as Good  No Opinion  Worse

Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

Shopping  \_\_\_\_\_  
Personal needs  \_\_\_\_\_  
Banking  \_\_\_\_\_  
Employment  \_\_\_\_\_  
Social needs  \_\_\_\_\_

5. Do you currently use local businesses in the community?

Yes  No

If yes, would you continue to use them if the Post Office is discontinued?

Yes  No

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Date: 1/24/06

Please add any additional comments on a separate piece of paper and attach it to this form.  
Thank you for taking the time to complete this questionnaire.

### Postal Customer Questionnaire

1. Please check the appropriate box to indicate whether you use the \_\_\_\_\_ Post Office for each of the following:

Postal Services	Daily	Weekly	Monthly	Never
a. Buying stamps	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Mailing letters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. Picking up Post Office box mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. Picking up general delivery mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. Obtaining special services, including Certified mail, Registered mail, Insured mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Other postal services:**

- a. Entering permit mailings      Yes       No
- b. Resetting/using postage meter      Yes       No

**Nonpostal Services**

- a. Picking up government forms (such as tax forms)      Yes       No
- b. Using for school bus stop      Yes       No
- c. Assisting senior citizens, persons with disabilities, etc.      Yes       No

If yes, please explain: usually tax forms

- d. Using public bulletin board      Yes       No
- e. Other      Yes       No

If yes, please explain: \_\_\_\_\_

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

Yes

No

If yes, which offices: \_\_\_\_\_

LITTLE Falls

3. If you now receive carrier delivery, there will be no change to your delivery service - proceed to question 4. If you currently receive Post Office box service or general delivery service, complete this section.

a. How do you think carrier route delivery service to cluster box units with individually locked mail compartments and parcel lockers would compare with present service?

Better

Just as Good

No Opinion

Worse

Please explain: \_\_\_\_\_

b. How do you think carrier route delivery service to a rural mailbox near your home would compare with your present service?

Better

Just as Good

No Opinion

Worse

Please explain: \_\_\_\_\_

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

Shopping

Personal needs

Banking

Employment

Social needs

VERONA -

ESSEX County Hospital Center

5. Do you currently use local businesses in the community?

Yes

No

If yes, would you continue to use them if the Post Office is discontinued?

Yes

No

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Date: 1-24-06

Please add any additional comments on a separate piece of paper and attach it to this form.  
Thank you for taking the time to complete this questionnaire.



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### Post Offices

Found: 2189 results (shown 1-10)

Show results starting with: # [A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#) [ALL](#)

Sort Results by: [Alphabetically](#) | [Distance](#)

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#### Post Office - Overbrook

0.00 Miles

125 Fairview AVE STE 2  
Cedar Grove, NJ 07009-9991

Phone: (800) ASK-USPS

Business Hours  
MO 01:00-02:00PM  
TU 01:00-02:00PM  
WE 01:00-02:00PM  
TH 01:00-02:00PM  
FR 01:00-02:00PM

Business Types: **Post Offices**

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#### Post Office - Cedar Grove

0.77 Miles

519 Pompton AVE  
Cedar Grove, NJ 07009-9998

Phone: (800) ASK-USPS  
Fax: (650) 577-4221

Business Hours  
MO 10:00-07:00PM  
TU 10:00-07:00PM  
WE 10:00-07:00PM  
TH 10:00-07:00PM  
FR 10:00-07:00PM  
SA 10:00-04:00PM

Extended Business Hours 12/03/05-12/03/10  
MO 10:00-07:00PM  
TU 10:00-07:00PM  
WE 10:00-07:00PM  
TH 10:00-07:00PM  
FR 10:00-07:00PM  
SA 10:00-04:00PM

Business Types: **Post Offices**

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#### Post Office - Verona

1.29 Miles

682 Bloomfield AVE  
Verona, NJ 07044-9998

Phone: (800) ASK-USPS

Business Hours  
MO 08:00-04:30PM  
TU 08:00-04:30PM  
WE 08:00-04:30PM  
TH 08:00-04:30PM  
FR 08:00-04:30PM  
SA 09:00-12:00PM

Business Types: **Post Offices**

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#### Post Office - Caldwell

1.86 Miles

10 Park AVE  
Caldwell, NJ 07006-9991

Phone: (800) ASK-USPS  
Fax: (650) 577-4367

Business Hours  
MO 08:00-04:30PM

TU 08:00-04:30PM  
WE 08:00-04:30PM  
TH 08:00-04:30PM  
FR 08:00-04:30PM  
SA 08:30-12:00PM

Business Types: Post Offices

[More Info](#) | [Map](#) | [Directions](#) | [What's Nearby?](#)

**Post Office - Upper Montclair**

2.05 Miles

572 Valley RD  
Montclair, NJ 07043

Phone: (800) ASK-USPS

Business Hours  
MO 08:00-04:30PM  
TU 08:00-04:30PM  
WE 08:00-04:30PM  
TH 08:00-04:30PM  
FR 08:00-04:30PM  
SA 09:00-12:00PM

Business Types: Post Offices

[More Info](#) | [Map](#) | [Directions](#) | [What's Nearby?](#)

**Post Office - Little Falls**

2.22 Miles

229 Main ST  
Little Falls, NJ 07424-9998

Phone: (800) ASK-USPS  
Fax: (650) 577-4132

Business Hours  
MO 10:00-07:00PM  
TU 10:00-07:00PM  
WE 10:00-07:00PM  
TH 10:00-07:00PM  
FR 10:00-07:00PM  
SA 10:00-04:00PM

Extended Business Hours 12/03/05-12/03/10  
MO 10:00-07:00PM  
TU 10:00-07:00PM  
WE 10:00-07:00PM  
TH 10:00-07:00PM  
FR 10:00-07:00PM  
SA 10:00-04:00PM

Business Types: Post Offices

[More Info](#) | [Map](#) | [Directions](#) | [What's Nearby?](#)

**Post Office - Memorial**

2.51 Miles

128 Watchung AVE STE 4  
Montclair, NJ 07043-9991

Phone: (800) ASK-USPS

Business Hours  
MO 08:00-04:00PM  
TU 08:00-04:00PM  
WE 08:00-04:00PM  
TH 08:00-04:00PM  
FR 08:00-04:00PM

Business Types: Post Offices

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**Post Office - Essex Fells**

2.62 Miles

297 Runnymede RD  
Essex Fells, NJ 07021-9998

Phone: (800) ASK-USPS  
Fax: (650) 577-4380

Business Hours  
MO 08:00-04:30PM  
TU 08:00-04:30PM  
WE 08:00-04:30PM  
TH 08:00-04:30PM  
FR 08:00-04:30PM  
SA 08:30-01:00PM

Business Types: Post Offices

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**Post Office - West Orange**

2.98 Miles

634 Eagle Rock AVE  
West Orange, NJ 07052-9991

Phone: (800) ASK-USPS  
Fax: (973) 731-2130

Business Hours  
MO 10:00-07:00PM  
TU 10:00-07:00PM  
WE 10:00-07:00PM  
TH 10:00-07:00PM  
FR 10:00-07:00PM  
SA 08:00-04:00PM

Extended Business Hours 12/02/05-12/25/10  
MO 10:00-07:00PM  
TU 10:00-07:00PM  
WE 10:00-07:00PM  
TH 10:00-07:00PM  
FR 10:00-07:00PM  
SA 08:00-04:00PM

Business Types: **Post Offices**

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**Post Office - West Caldwell**

3.06 Miles

155 Clinton RD  
Caldwell, NJ 07006-9998

Phone: (800) ASK-USPS  
Fax: (973) 227-6585

Business Hours  
MO 08:30-05:00PM  
TU 08:30-05:00PM  
WE 08:30-05:00PM  
TH 08:30-05:00PM  
FR 08:30-05:00PM  
SA 08:30-12:30PM

Business Types: **Post Offices**

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Show results starting with: # A B C D E F G H I J K L M N O P Q R S T U V W X Y Z **ALL**

[Next >>](#)

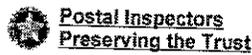
**Modify Search**

<b>Street</b> 125 Fairview Ave	<b>City</b> Cedar Grove	<b>State</b> List NJ	<b>Zip</b> 07009
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Search within  miles of this location

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### Alternate Postal Locations To Buy Stamps

Found: 2627 results (shown 1-10)

Show results starting with: # [A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#) [ALL](#)

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**Nicholas Markets** 0.75 Miles

597 Pompton AVE  
Cedar Grove, NJ 07009-1743

Business Types: [Alternate Postal Locations to Buy Stamps](#)

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**Cvs** 1.24 Miles

1041 Pompton AVE  
Cedar Grove, NJ 07009-1155

Phone: (973) 237-4060

Business Types: [Alternate Postal Locations to Buy Stamps, more...](#)

[More Info](#) | [Map](#) | [Directions](#) | [What's Nearby?](#)

**Staples** 1.32 Miles

93 Pompton AVE  
Cedar Grove, NJ 07009-2013

Business Types: [Alternate Postal Locations to Buy Stamps, more...](#)

[Map](#) | [Directions](#) | [What's Nearby?](#)

**Cvs** 1.40 Miles

387 Pompton AVE  
Cedar Grove, NJ 07009-1801

Phone: (973) 857-2553

Business Types: [Alternate Postal Locations to Buy Stamps, more...](#)

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**King'S** 1.49 Miles

265 Pompton AVE  
Verona, NJ 07044-3024

Business Types: [Alternate Postal Locations to Buy Stamps](#)

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**King'S** 1.98 Miles

650 Valley RD  
Montclair, NJ 07043-1421

Business Types: [Alternate Postal Locations to Buy Stamps](#)

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**Cvs** 2.06 Miles

565 Valley RD  
Upper Montclair, NJ 07043-1825

Phone: (973) 746-1825

Business Types: [Alternate Postal Locations to Buy Stamps, more...](#)

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**A & P**

2.20 Miles

510 Valley RD  
Montclair, NJ 07043-1804

Business Types: [Alternate Postal Locations to Buy Stamps](#)

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**Costco Wayne**

2.57 Miles

77 Willowbrook Blvd  
Wayne, NJ 07470-7055

Business Types: [Alternate Postal Locations to Buy Stamps](#)

[Map](#) | [Directions](#) | [What's Nearby?](#)

**Whole Foods**

2.57 Miles

701 Bloomfield AVE  
Montclair, NJ 07042-2214

Business Types: [Alternate Postal Locations to Buy Stamps](#)

[Map](#) | [Directions](#) | [What's Nearby?](#)

Show results starting with: # [A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#) [ALL](#)

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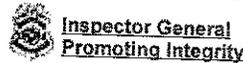
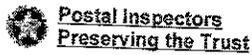
**Modify Search**

<b>Street</b>	<b>City</b>	<b>State</b> <small>List</small>	<b>Zip</b>
<input type="text" value="125 Fairview Ave"/>	<input type="text" value="Cedar Grove"/>	<input type="text" value="NJ"/>	<input type="text"/>

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**U.S. Census Bureau**  
American FactFinder

*Phyllis*

FACT SHEET

**Zip Code Tabulation Area 07009**

View a Fact Sheet for a race, ethnic, or ancestry group

**Census 2000 Demographic Profile Highlights:**

**General Characteristics - show more >>**

	Number	Percent	U.S.		
Total population	12,300			map	brief
Male	5,722	46.5	49.1%	map	brief
Female	6,578	53.5	50.9%	map	brief
Median age (years)	44.0	(X)	35.3	map	brief
Under 5 years	666	5.4	6.8%	map	
18 years and over	9,934	80.8	74.3%		
65 years and over	2,766	22.5	12.4%	map	brief
One race	12,177	99.0	97.6%		
White	11,076	90.0	75.1%	map	brief
Black or African American	368	3.0	12.3%	map	brief
American Indian and Alaska Native	6	0.0	0.9%	map	brief
Asian	667	5.4	3.6%	map	brief
Native Hawaiian and Other Pacific Islander	3	0.0	0.1%	map	brief
Some other race	57	0.5	5.5%	map	
Two or more races	123	1.0	2.4%	map	brief
Hispanic or Latino (of any race)	393	3.2	12.5%	map	brief
Household population	11,303	91.9	97.2%	map	brief
Group quarters population	997	8.1	2.8%	map	
Average household size	2.57	(X)	2.59	map	brief
Average family size	3.05	(X)	3.14	map	
Total housing units	4,470			map	
Occupied housing units	4,403	98.5	91.0%		brief
Owner-occupied housing units	3,483	79.1	66.2%	map	
Renter-occupied housing units	920	20.9	33.8%	map	brief
Vacant housing units	67	1.5	9.0%	map	

**Social Characteristics - show more >>**

	Number	Percent	U.S.		
Population 25 years and over	9,264				
High school graduate or higher	8,185	88.4	80.4%	map	brief
Bachelor's degree or higher	3,828	41.3	24.4%	map	
Civilian veterans (civilian population 18 years and over)	1,184	11.9	12.7%	map	brief
Disability status (population 5 years and over)	1,525	14.3	19.3%	map	brief
Foreign born	1,349	11.0	11.1%	map	brief
Male, Now married, except separated (population 15 years and over)	3,009	63.8	56.7%		brief
Female, Now married, except separated (population 15 years and over)	2,979	53.4	52.1%		brief
Speak a language other than English at home (population 5 years and over)	1,745	15.0	17.9%	map	brief

**Economic Characteristics - show more >>**

	Number	Percent	U.S.		
In labor force (population 16 years and over)	5,938	58.4	63.9%		brief
Mean travel time to work in minutes (workers 16 years and older)	26.4	(X)	25.5	map	brief
Median household income in 1999 (dollars)	78,863	(X)	41,994	map	
Median family income in 1999 (dollars)	94,475	(X)	50,046	map	
Per capita income in 1999 (dollars)	36,558	(X)	21,587	map	
Families below poverty level	36	1.1	9.2%	map	brief
Individuals below poverty level	230	2.0	12.4%	map	

**Housing Characteristics - show more >>**

	Number	Percent	U.S.		
Single-family owner-occupied homes	3,306				brief
Median value (dollars)	237,600	(X)	119,600	map	brief
Median of selected monthly owner costs	(X)	(X)			brief
With a mortgage (dollars)	1,891	(X)	1,088	map	
Not mortgaged (dollars)	645	(X)	295		

(X) Not applicable.

Source: U.S. Census Bureau, Summary File 1 (SF 1) and Summary File 3 (SF 3)

**Miller, Kinyetta D - Newark, NJ**

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**From:** Molan, Richard F - Cedar Grove, NJ  
**Sent:** Monday, January 30, 2006 9:57 AM  
**To:** Broughton, Phyllis M - Newark, NJ  
**Subject:** [REDACTED]

Hi Phyllis,

Overbrook Station in Cedar Grove 07009

County Essex

Is there a collection box out front? No

What are the hours of access to PO boxes? 24 Hours

What equipment is not owned by PO? None

Date established? 1966

Cedar Grove lever - EAS - 20

Window service hours 1:00 p.m. - 2:00 p.m.

Lobby hours 24 hours

# of PO boxes available 135 boxes 18 rented at this time

[REDACTED]

Rich Molan  
Cedar Grove 07009



F44  
①

# OFFICE OF THE COUNTY COUNSEL

Hall of Records, Room 535, Newark, New Jersey 07102  
973.621.5003 --- 973.621.4599 (Fax)  
www.essexcountynj.org

Joseph N. DiVincenzo, Jr.  
Essex County Executive

Harry J. Del Plato  
Acting County Counsel

Wilfredo Benitez  
Deputy County Counsel

October 20, 2005

Regular & Certified Mail #7003-3110-0001-5154 4821

Richard Molan, Postmaster  
Cedar Grove Post Office  
519 Pompton Avenue  
Cedar Grove, NJ 07009

Dear Mr. Molan:

As you know from our telephone conversation yesterday, the County of Essex is now constructing a new hospital center which, when completed next year, will replace the existing Essex County Hospital Center out of which you operate a sub station. No space has been allocated in the new hospital center for the sub station.

This letter is being sent to you for the purpose of giving you formal written notice that the United State Postal Service must vacate and turn over possession of Room 17, Essex County Hospital Center, 125 Fairview Avenue, Cedar Grove, NJ., to the County of Essex on or before May 1, 2006.

Very truly yours,

Harry J. Del Plato  
A/Essex County Counsel  
(973) 621-5009

HJDP/mb

cc: Joyce Wilson Harley, County Administrator  
Ralph J. Ciallella, Deputy County Administrator  
Lucia Guarini, Director - Hospital Center

CUSTOMER SERVICE SUPPORT  
USPS NJ DISTRICT

05 DEC -5 PM 1:46

RECEIVED

*Putting Essex County First*

ESSEX COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

## **POSTAL CUSTOMERS**

### **POST OFFICE BOX CUSTOMERS**

As you know, the Essex County Hospital will be moving to a new location. Therefore, effective **March 31, 2006** the Overbrook Post Office Station will be closed.

The U. S. Postal Service will be glad to provide you with a new P.O. Box at our main office at **519 Pompton Avenue Cedar Grove, N.J.** or forward your mail to another location.

Please contact us at 973-239-7439 for further information.

Thank you for your past patronage,

Richard Molan  
Officer in Charge  
Cedar Grove Post Office

POSTMASTER



November 28, 2005

Dear Postal Customer:

This is to advise you that effective March 31, 2006 the Overbrook Post Office Station will be closed.

Your Post Office Box must be closed and vacated by March 31, 2006.

The U.S. Postal Service will be glad to provide you with a new P.O. Box at our main office at 519 Pompton Avenue Cedar Grove, N.J. or forward your mail to another location.

Please contact Peter Kakalecz, Sales and Service Associate at 973-239-6259 or 973-239-7439 for further assistance.

Thank you for your prompt attention to this matter.

Sincerely,

---

Richard Molan  
Officer in Charge  
519 Pompton Ave  
Cedar Grove NJ 07009

**FY03 Walk In Revenue**

331425	221 OVERBROOK STATION	Line 3	\$6,108
331425	221 OVERBROOK STATION	Line 4	\$3,150
331425	221 OVERBROOK STATION	Line 5	\$177
		<b>TOT</b>	<b>\$9,258</b>

**FY04 Walk In Revenue**

331425	221 OVERBROOK STATION	Line 3	\$3,270
331425	221 OVERBROOK STATION	Line 4	\$1,912
331425	221 OVERBROOK STATION	Line 5	\$201
		<b>TOT</b>	<b>\$5,383</b>

**FY05 Walk In Revenue**

331425	221 OVERBROOK STATION	Line 3	\$3,862
331425	221 OVERBROOK STATION	Line 4	\$1,603
331425	221 OVERBROOK STATION	Line 5	\$157
		<b>TOT</b>	<b>\$5,622</b>

Grygus, William B - Newark, NJ

From: Broughton, Phyllis M - Newark, NJ  
Sent: Friday, January 27, 2006 5:44 PM  
To: Grygus, William B - Newark, NJ  
Subject: Overlook

OVERLOOK?

Bruce.

I need your help with the following info. We are closing Overlook Hosp Branch because they are moving.

Lease Terms

Is facility accessible to persons with disabilities? *Yes SEE ATTACHED*

PO established? *1966*

When does the lease expire? *6/30/06*  
~~NO DATE LISTED.~~ *IT IS A YEAR TO YEAR LEASE*

Is there a 30 day cancellation clause? *30 DAYS NOTICE*

I was told that we pay \$1 for this. *Yes*

Phyllis

## Certificate of Accessibility

**TO:** Architectural Barriers Compliance Program Branch  
 Facilities Department  
 U.S. Postal Service  
 Washington, DC 20260-6422

City CEDAR GROVE State NJ Zip 07009-9998

Facility Name Overbrook Station Finance/Sublocation No. 002/331425  
 (MPO, Branch, Station)

Project: New Construction  Alteration  Owned  Leased

This certifies that work performed on the above project complies with accessibility standards contained in the current USPS Handbook RE-4.

Features	Compliance			Remarks (Note Waivers)
	Yes	No	N/A	
<b>Customer Access:</b>				
Parking (Min. 96" wide)	✓			
Painted Handicap Logo	✓			
Access Aisle (Min. 60" wide)	✓			
Curb Ramp	✓			
Accessible Route (Outside)	✓			
Entrance Ramp			✓	NONE REQUIRED
Entrance Door	✓			
Interior Doors (Include Vestibule)	✓			
Accessible Route (Inside)	✓			
Elevators			✓	GROUND FLOOR FACILITY
Lobby Desk(s)			✓	
SSPC Features (Vending, Letter Drop)	✓			
Post Offices Boxes	✓			
Other				NOTE: THE FACILITY IS ON THE GROUND FLOOR OF A HOSPITAL COMPLEX THAT SERVES PATIENTS AND EMPLOYEES ONLY.
<b>Employee Access:</b>				
Parking (Min. 96" wide)	✓			
Painted Handicap Logo	✓			
Access Aisle (Min. 60" wide)	✓			
Curb Ramp	✓			
Accessible Route (Outside)	✓			
Entrance Ramp			✓	NONE REQUIRED
Entrance Door	✓			
Interior Doors (Include Vestibule)	✓			
Accessible Route (Inside)	✓			
Elevators			✓	GROUND FLOOR FACILITY
Toilet Facilities	✓			
Drinking Fountain			✓	
Emergency Warning Systems	✓			
Tactile Warnings			✓	
Lockers			✓	ONE (1) EMPLOYEE FACILITY
Other				

Joseph E. Wolak  
 Signature  
 Acting Manager  
 Title

JOSEPH E. WOLAK  
 Name  
 SUPPORT SERVICES OFFICE  
 Organization

FEB. 22, 1990  
 Date  
 (201) 674-1630  
 Phone

Attachment: Photographs

January 1989

POST OFFICE DEPARTMENT  
RENTAL AGREEMENT

THE UNDERSIGNED, hereinafter called the LANDLORD, hereby rents to THE UNITED STATES OF AMERICA, hereinafter called the GOVERNMENT, the premises hereinafter described for postal purposes, pursuant to the terms and conditions described herein and on the reverse hereof.

1. The premises to be rented are located at:

(Address) Room 17 (City) Cedar Grove (County) Essex (State and ZIP Code) N.J. 07009  
Essex County Overbrook Hospital upon which is or will be located a \_\_\_\_\_ story \_\_\_\_\_ building and which property contains or will contain areas and spaces, improvements and appurtenances as shown on Drawing(s) No. 172-970-C

dated October 27, 1965, and/or described as:

AREA	DIMENSIONS	NET SQ. FT.	AREA	DIMENSIONS	NET SQ. FT.
FIRST FLOOR	29 x 34	466	DRIVEWAY		
PLATFORM			PARKING & MANEUVERING		
STORAGE OF VEHICLES (No. of Units)			OTHER (Describe)		

2. TERMS (in each case two (2) of the following paragraphs, "A", "B" and "C" must be deleted)

- A ~~Month-to-Month.~~ This is a ~~month-to-month~~ tenancy for an indefinite period beginning \_\_\_\_\_, 19 \_\_\_\_\_ and may be terminated at any time by either party giving to the other a thirty days' written notice, any such notice given by LANDLORD to be directed to the Contracting Officer.
- B ~~Fixed Term.~~ To have and to hold said premises with their appurtenances for a term of ( ) months beginning \_\_\_\_\_, 19 \_\_\_\_\_ and ending \_\_\_\_\_, 19 \_\_\_\_\_  
(1) The Government may terminate this agreement at any time by giving thirty days' written notice to the LANDLORD.  
(2) This agreement may be renewed, at the option of the Government providing that 30 days written notice is given before the end of the fixed term, for the following separate and consecutive terms and at the following monthly rentals:
- | NO. MONTHS | AT (PER MONTH RENTAL) | NO. MONTHS | AT (PER MONTH RENTAL) | NO. MONTHS | AT (PER MONTH RENTAL) |
|------------|-----------------------|------------|-----------------------|------------|-----------------------|
| (a)        | \$                    | (b)        | \$                    | (c)        | \$                    |
- C ~~Automatic Renewal.~~ To have and to hold the said premises with their appurtenances for a term of one year beginning July 1, 1966, 19 \_\_\_\_\_. Thereafter this agreement shall renew itself from year to year unless thirty days before the end of any annual term the LANDLORD gives written notice of termination, delivered to the Contracting Officer. The GOVERNMENT may terminate this agreement at any time by giving thirty days' written notice to the LANDLORD.

3. RENTAL. The GOVERNMENT shall pay the LANDLORD ~~monthly~~ rental of \$ 1.00 payable at the end of each ~~month~~. Rent for part of a month shall be prorated. Rent checks shall be made payable to:  
Treasurer, County of Essex, Hall of Records  
Newark, N.J.

4. The LANDLORD, unless otherwise specified herein, shall maintain the premises in good repair and tenantable condition, except in case of damage arising from the act or the negligence of Government's agents or employees and, as part of rental consideration, shall also furnish suitable flag staff, proper post office sign (legible from across the street), and the following utilities, services, equipment, etc.: heat, light, water, power and janitor service. Air Conditioning and shall keep such furnished items in good condition.

5. Other provisions agreed upon: Use of lavatory and sanitary facilities for postal employees and use of driveway and corridors for mail vehicles and employees to permit receipt and delivery of mail.

Addendum to Equal Employment Opportunity attached.

EXECUTED BY LANDLORD:  
By: Charles A. Matthews, Director  
Board of Chosen Freeholders, County of Essex, New Jersey  
Address: Hall of Records  
Newark, N. J. 642-7800  
(City, State and ZIP Code) (Telephone)

ACCEPTANCE BY GOVERNMENT:  
By: [Signature]  
THE UNITED STATES OF AMERICA  
Title: Acting Chief Real Estate Br.  
(Contracting Officer)  
Address: Philadelphia, Pa. 19104