



**TOWN OF SURFSIDE**  
**Office of the Town Manager**  
MUNICIPAL BUILDING  
9293 HARDING AVENUE  
SURFSIDE, FLORIDA 33154-3009  
Telephone (305) 861-4863

**LETTER TO COMMISSION**

No.: 124-2025

To: Mayor Charles W. Burkett, Vice Mayor Tina Paul, and  
Members of the Town Commission

From: Mark Blumstein, Town Manager *MB*

Date: April 4, 2025

Subject: **USPS – Surfside Closure & Relocation**

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The purpose of this Letter to Commission (LTC) is to inform you of the impending closure and relocation of the United States Post Office at Surfside, which is due to close its doors on May 2, 2025. It will be relocated to the City of Miami Beach - Normandy Branch.

For your reference, please refer to the attached official Notice to Customers dated April 3, 2025, informing the public of the upcoming suspension of service at the close of business day on Friday, May 2, 2025, due to a loss of lease expiring on May 31, 2025.

*If you have any questions or need additional information, feel free to contact me.*

Enclosed: Surfside – Notice to Customers dated April 3, 2025



DATE: 04/03/2025

MEMORANDUM FOR: Miami Beach Surfside Customers

SUBJECT: Temporary closure of the Miami Beach Surfside Branch, effective 05/02/2025

Dear Post Office Customer:

The Miami Beach Surfside Branch will be suspended at the close of business on Friday, 5/02/2025 due to a loss of lease on 05/31/2025.

On 05/02/2025, the Retail and Post Office Box service at the Miami Beach Surfside Branch will transfer to the Miami Beach Normandy Branch located 2.1 miles away. Customers who currently hold a Post Office Box will be able to receive their mail daily at the Normandy Branch located at 525 71<sup>st</sup> St., Miami Beach, 33141 beginning 5/4/2025

Customers who wish to obtain Post Office Box service may do so at the Normandy Branch. The Normandy Branch has lobby access for customer convenience. Post Office Boxes are available at this office. If applicable, Post Office Box refunds can be received at the Normandy Branch.

Retail services are also available at the Normandy Branch. Window service hours are from 08:30 a.m. to 05:00 p.m., Monday through Friday, and 09:30 a.m. to 01:00 p.m. on Saturday. Post Office Box lobby hours are 06:00 a.m. to 06:00 p.m., Monday through Saturday.

Sincerely,

Juan Febres  
Manager, Post Office Operations