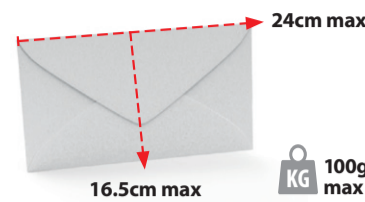


Business Account Services - Postal Rates from 1st April 2026 (These rates apply to PPI account holders only)

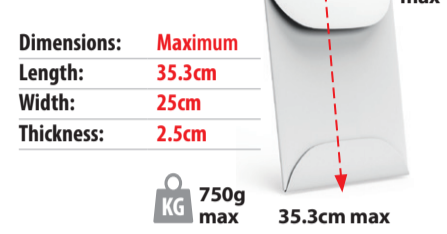


Letter and Postcard



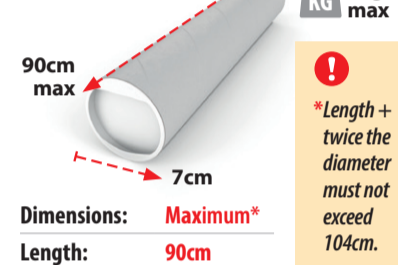
Dimensions: **Maximum**
 Length: **24cm**
 Width: **16.5cm**
 Thickness: **0.5cm**

Large Letter



Dimensions: **Maximum**
 Length: **35.3cm**
 Width: **25cm**
 Thickness: **2.5cm**

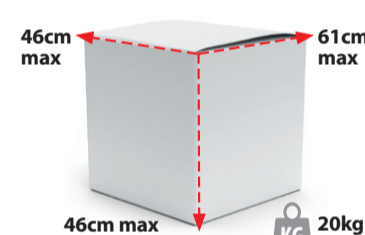
Tubes/Rolls



Dimensions: **Maximum***
 Length: **90cm**

! For UK, Jersey, IOM and Bailiwick, tubes/rolls are classed as standard parcels. For International destinations, tubes/rolls are classed as small parcels.

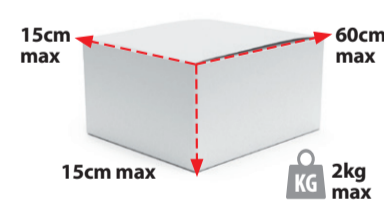
Standard Parcel



Dimensions: **Maximum**
 Length: **61cm**
 Width: **46cm**
 Depth: **46cm**

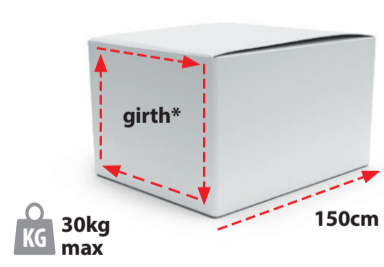
Small Parcel

(Europe and Rest of World)



! The combined length, width and depth for a Small Parcel must not exceed 90cm.

Large Parcel (to all destinations)



Dimensions: **No one dimension must exceed 150cm**

! Length + girth must be no more than 300cm. (Length + (2 x width) + (2 x height))

*The girth of a parcel is the four shortest sides added together

Standard Business Postal Rates

Format	Weight (up-to)	Bailiwick	BY AIR	BY AIR	
			UK, IOM, Jsy	Europe	Rest of World
Postcard	20g	£0.73	£1.43	£1.52	£1.88
Letter	100g	£0.73	£1.43	£2.94	£4.84
Large Letter	100g	£0.95	£1.93	£3.06	£4.86
	250g	£1.71	£2.98	£5.78	£10.91
	500g	£2.33	£4.48	£9.43	£16.93
	750g	£2.90	£4.73	£13.61	£20.92
Standard Parcel <small>(Small Parcel size for Europe and Rest of World)</small>	250g	£2.06	£4.58	£6.81	£11.32
	500g	£2.69	£5.16	£10.55	£18.13
	1kg	£4.18	£7.28	£17.01	£25.33
	1.5kg	£6.49	£11.01	£24.83	£34.19
	2kg	£7.37	£13.11	£32.67	£43.06
	5kg	£10.66	X	X	X
	10kg	£13.85	X	X	X
	20kg	£18.21	X	X	X

Standard Postal rates include compensation up to £10, plus postage, subject to proof of cost.

Standard Large Parcel Rates Bailiwick, UK, Isle of Man, Jersey

Format	Weight (up-to)	Bailiwick	BY SEA
			UK, IOM, Jersey
Large Parcel	5kg	£10.00	£25.00
	10kg	£13.50	£27.50
	20kg	£16.80	£30.00
	30kg	£20.00	£30.00

Increase your Large Parcel Compensation

	Additional level of compensation	
	£50	£250
Bailiwick	Included	+£8.50
UK, IOM, Jersey	Included	+£11.55

Please note that ceramics and glassware are only compensated for loss not damage.

Priority Large Parcel Rates Europe and Rest of World

Use our Priority service when speed and items of value are your priority.

Format	Weight (up-to)	Europe	ROW
Large Parcel	2kg	£66.15	£99.75
	5kg	£72.45	£127.05
	10kg	£86.10	£154.35
	15kg	£107.10	£195.30
	20kg	£118.65	£212.10
	30kg	£163.80	£289.80

Increase your Priority Large Parcel Compensation

	Additional level of compensation	
	£50	£250
Europe, Rest of World	Included	+£13.65

Please note that ceramics and glassware are only compensated for loss not damage.

Please note:

When posting any items containing goods to any international destination, you now need to complete an electronic customs declaration form. You can do this through your business portal login. Some countries also now require electronic customs declarations for documents. Please ask at the counter for details or contact your account manager if you need any assistance.

Priority Business Service Options

Bailiwick, UK, Isle of Man, Jersey

Signed For

For sending Letters, Large Letters & Standard Parcels (max 2kg for UK, Isle of Man, Jersey)

Proof of posting (a receipt) is issued at the time of posting and a signature is required on delivery at the destination address.

This service is not tracked but if you require a tracked service see 'Special Delivery'.

Benefits:

- Proof of posting.
- Signature on delivery.*
- Includes £20 compensation limit for items sent or the market value, whichever is the smaller sum, subject to proof of cost.
- Delivery confirmation can be obtained using the Track & Trace facility on our website or from Customer Service on 711720.

*For Signed For items delivered within the Bailiwick, handheld devices are not always handed over to customers to capture electronic signatures. Our delivery staff will record the item as confirmation of delivery and where appropriate and operationally suitable, staff may sign on behalf of the customer and where appropriate leave the item in a safe location at the property. Proof of delivery remains available for customers to view at www.guernseypost.com/track-trace.

UK Import VAT is payable on all post containing commercial or sold goods. It is also payable on all gifts with a value over £39.

Priority Business Service Options

Europe and Rest of World

Letters, Large Letters and Small Parcels under 2kg can be sent by two international services listed below.

International Tracked & Signed To Europe and Rest of World

A fully electronic tracked service from posting to delivery overseas for documents or correspondence sent as a Letter or Large Letter. It operates to 259 countries and although it is not time guaranteed you have the added benefit of a signature on delivery when the item reaches its destination.

International Tracked

This is a fast, secure and reliable service with electronic tracking for sending goods, gifts and non-personal correspondence that operates to 259 countries.

This International service has compensation of upto £50 included. Additional compensation of up to £250 is available (exclusions apply) subject to destination and payment of additional fee of £8.50.

! For full weights and prices for Letters, Large Letters and Standard Parcels with additional cover, please call Customer Services on 711720 or visit our website at www.guernseypost.com

! Ceramics and glassware are only compensated for loss not damage.

! We reserve the right to raise a surcharge for underpaid post (£2.00 plus twice the underpaid amount). This surcharge will be sought from the recipient.

Format	Weight (up-to)	Bailiwick	UK, IOM, Jersey	
Letter	100g	£2.63	£3.33	
	Large Letter	100g	£2.85	£3.83
		250g	£3.61	£4.88
		500g	£4.23	£6.38
		750g	£4.80	£6.63
Standard Parcel	250g	£3.96	£6.48	
	500g	£4.59	£7.06	
	1kg	£6.08	£9.18	
	1.5kg	£8.39	£12.91	
	2kg	£9.27	£15.01	
	5kg	£12.56	X	
	10kg	£15.75	X	
	20kg	£20.11	X	

Format	Weight (up-to)	Europe	Rest of World
Letter	20g	£11.17	£11.53
	100g	£12.59	£14.49
Large Letter	100g	£12.71	£14.51
	250g	£15.43	£20.56
	500g	£19.08	£26.58
	750g	£23.26	£30.57

Format	Weight (up-to)	Europe	Rest of World
Large Letter	100g	£11.56	£13.36
	250g	£14.28	£19.41
	500g	£17.93	£25.43
	750g	£22.11	£29.42
Small Parcel*	250g	£15.31	£19.82
	500g	£19.05	£26.63
	1kg	£25.51	£33.83
	1.5kg	£33.33	£42.69
	2kg max	£41.17	£51.56

*Please note Europe and Rest of World small parcel sizes apply

	Additional level of compensation	
	£50	£250
Europe, Rest of World	Included	+£8.50

List of countries

Customer Services 711720

www.guernseypost.com/international-tracked-postal-services-business

For the full list of countries where these services are available, please refer to the website or call Customer Services.

Priority Business Service Options

Special Delivery Bailiwick

With our Special Delivery service you get guaranteed delivery by 1pm the following day for documents and goods sent to the Bailiwick of Guernsey and most UK destinations.

Format	Weight (up-to)	Level of compensation			
		£750	£1,000	£2,500	
Letter	100g	£5.98	£12.28	£18.58	
	Large Letter	100g	£6.20	£12.50	£18.80
		250g	£6.96	£13.26	£19.56
		500g	£7.58	£13.88	£20.18
		750g	£8.15	£14.45	£20.75
Standard Parcel	250g	£7.31	£13.61	£19.91	
	500g	£7.94	£14.24	£20.54	
	1kg	£9.43	£15.73	£22.03	
	1.5kg	£11.74	£18.04	£24.34	
	2kg	£12.62	£18.92	£25.22	
	5kg	£15.91	£22.21	£28.51	
	10kg	£19.10	£25.40	£31.70	
	20kg	£23.46	£29.76	£36.06	

With Special Delivery you get all the following advantages:

- Next day delivery. Subject to prepayment of UK import VAT.
- Secure handling.
- Proof of posting.
- Delivery confirmation using Track and Trace online, or call Customer Services on 711720.
- Proof of delivery and signature on delivery.
- Compensation for item loss or damage, subject to proof of cost, proof of posting and level of cover purchased (consequential loss not included).

Items per month	Discount
50 - 100	1%
101 - 200	2%
201 - 500	3%
501 - 1,000	4%
1,001 plus	5%

Volume discount (See table to left)

For business customers holding a PPI account and posting more than 50 items in any one month, volume discounts will apply.

UK Import VAT

UK Import VAT is payable on all commercial or sold items. It is also payable on all gifts with a value over £39**. Import VAT will also be raised on the postage in line with HMRC importation regulations.

Prepayment of UK Import VAT

It is possible to prepay Import VAT at the time of posting at any of our branches for items with a value up to £900**.

**Figure subject to change.

Additional Business Services

Redirection

With our easy-to-use Redirection service you can have your post sent on to any other address anywhere in the world.

As soon as you activate this service, your post will be redirected from your established address. This can be either to a PO Box or to another physical address within the Bailiwick, the UK or overseas.

Business Redirection Costs

Month	Within Bailiwick	To UK, IOM, Jersey	To Europe	To ROW
3	£125.00	£300.00	£475.00	£585.00
6	£200.00	£550.00	£850.00	£950.00
12	£350.00	£975.00	£1,600.00	£1,700.00

PO Boxes

A PO Box is a secure and private destination for your post, only available to Guernsey Post account holders. They are available at Envoy House and Town Post Office in Guernsey, Le Huret in Alderney and The Avenue in Sark (subject to availability).

Special Delivery UK, Isle of Man & Jersey

Our Special Delivery guarantee is subject to the prepayment of Import VAT where applicable (see separate section below) and you must also have a completed customs declaration form.

Format	Weight (up-to)	Level of compensation		
		£750	£1,000	£2,500
Letter	100g	£10.48	£18.88	£27.28
Large Letter	100g	£10.98	£19.38	£27.78
	250g	£12.03	£20.43	£28.83
	500g	£13.53	£21.93	£30.33
	750g	£13.78	£22.18	£30.58
	Standard Parcel	250g	£13.63	£22.03
500g		£14.21	£22.61	£31.01
1kg		£16.33	£24.73	£33.13
1.5kg		£20.06	£28.46	£36.86
2kg		£22.16	£30.56	£38.96
5kg		£34.03	£42.43	£50.83
10kg		£36.53	£44.93	£53.33
20kg	£39.03	£47.43	£55.83	

You can choose to upgrade to a 9am or Saturday delivery[^] Special Delivery to Jersey, IOM is a two day service by 5.30pm.

	Additional cost per service upgrade	
	Bailiwick	UK
Special Delivery by 9am	X	+£14.20
Special Delivery on Saturday	+£2.85	+£2.85 [^]

[^]There is currently no Saturday Special Delivery service available to Jersey, IOM, Herm, Alderney & Sark and some UK businesses (refer to website).

Latest acceptance times for Special Delivery items vary. Please check website for details at guernseypost.com/locations-opening-hours#list

Please note:

When posting any items containing goods to any international destination, you now need to complete an electronic customs declaration form. You can do this through your business portal login. (Some countries also now require electronic customs declarations for documents. Please ask at the counter for more information.) Contact your account manager if you need any assistance.

A set-up fee is not payable on renewal of existing redirection instructions, providing a minimum of seven working days notice is given prior to expiry.

For full details of terms and conditions

www.guernseypost.com/terms_and_conditions

Costs for renewing an existing Business Redirection service

Month	Within Bailiwick	To UK, IOM, Jersey	To Europe	To ROW
1	£45.00	£104.00	£158.00	£212.00
3	£95.00	£270.00	£445.00	£555.00
6	£170.00	£520.00	£820.00	£920.00

A set up charge and annual fees apply.

Contact Customer Services for more information.

Customer Services 711720

Visit www.guernseypost.com/postage-calculator (public postal rates only)

This wall chart provides a summary of our business rates and services. Further details and terms and conditions are available from our Customer Services team, in branch or on our website. www.guernseypost.com

Customer Services team Tel: 711720 Monday - Friday 8.30am - 5pm