

Business Account Services - Postal Rates from 4th April 2022 (These rates apply to PPI account holders only)



Letter and Postcard

Letter
 Dimensions: **Minimum** **Maximum**
 Length: **14cm** **24cm**
 Width: **9cm** **16.5cm**
 Thickness: **0.25mm** **0.5cm**

Postcard
 Weight (up-to): 20g
 Dimensions: 16.5cm max x 24cm max
 Maximum weight: 100g

Large Letter

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

Maximum weight: 750g

Small Parcel (Bailiwick, UK, IOM, Jersey)

Small Parcel
 Dimensions: **Maximum**
 Length: **45cm**
 Width: **35cm**
 Depth: **16cm**

Maximum weight: 2kg

Small Parcel (Europe and Rest of World)

Small Parcel
 Dimensions: **Maximum**
 Length: **90cm**
 Width: **15cm**
 Depth: **15cm**

Maximum weight: 2kg

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

Roll

Roll
 Dimensions: **Maximum***
 Length: **90cm**
 Diameter: **7cm**

*Length + twice the diameter must not exceed 104cm

! For International destinations rolls are classed as small parcels.

Medium Parcel

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

Maximum weight: 20kg

Large Parcel

Large Parcel
 Dimensions: **Maximum**
 Length: **1.5m**
 Width: **75cm**
 Depth: **75cm**

Maximum weight: 30kg

! The combined length, width and depth for a Parcel must not exceed 3 metres.

Standard Business Postal Rates

Format	Weight (up-to)	Bailiwick	UK, IOM, Jsy	Europe	Rest of World
Postcard	20g	-	-	£1.08	£1.33
Letter	100g	£0.50	£0.77	£2.10	£3.46
Large Letter	100g	£0.71	£1.24	£2.18	£3.48
	250g	£1.28	£1.96	£4.59	£7.81
	500g	£1.74	£3.14	£6.74	£12.11
	750g	£2.17	£3.81	£9.73	£14.96
Small Parcel	250g	£1.70	£3.96	£5.45	£9.07
	500g	£2.22	£4.46	£8.45	£14.53
	1kg	£3.46	£6.30	£13.63	£20.30
	2kg	£6.10	£11.91	£26.18	£34.52
Medium Parcel	1kg	£4.78	£7.08	X	X
	2kg	£6.63	£12.83	X	X
	5kg	£8.82	£26.76	X	X
	10kg	£11.45	£37.47	X	X
	20kg	£15.07	£46.33	X	X

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

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

Format	Weight (up-to)	Bailiwick	UK, IOM, Jsy
Large Parcel	5kg	£9.25	£16.00
	10kg	£12.25	£18.00
	20kg	£15.25	£28.00
	30kg	£18.25	£45.00

Increase your Large Parcel cover

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

Bailiwick, UK, IOM, Jersey	Additional level of cover	
	£50	£250
Included	Included	+£7.50

Value Large Parcel Rates To Europe and Rest of World

Compensation is not available for lost, delayed or damaged Large Parcels sent by this service.

Format	Weight (up-to)	Europe (Value)	ROW (Value)
Large Parcel	2kg	£38.00	£63.00
	5kg	£43.00	£83.00
	10kg	£53.00	£103.00
	15kg	£68.00	£133.00
	20kg	£88.00	£165.00
	30kg	£125.00	£230.00

Priority Large Parcel Rates To Europe and Rest of World

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

Format	Weight (up-to)	Europe (Value)	ROW (Value)
Large Parcel	2kg	£48.00	£73.00
	5kg	£53.00	£93.00
	10kg	£63.00	£113.00
	15kg	£78.00	£143.00
	20kg	£98.00	£175.00
	30kg	£135.00	£240.00

! Maximum Large Parcel sizes and weights can vary by destination for European and ROW countries. Please call Customer Services on 711720 or visit our website at www.guernseypost.com

Increase your Priority Large Parcel cover

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

Europe, Rest of World	Additional level of cover		
	£50	£250	£500
Included	Included	+£10.00	(Try FedEx)

FedEx International Courier Service is also available - please refer to our FedEx leaflet or visit our website.

Additional Service Options To Bailiwick, UK, Isle of Man and Jersey

Signed For

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 £50 cover for items sent or the market value, whichever is the smaller sum, subject to proof of cost.
- Confirmation of delivery of an item can be obtained online or call Customer Services.

[^] Due to the current COVID-19 pandemic, in order to protect both our people and customers as much as possible, we will not be handing over our hand-held devices to customers to capture signatures. Our delivery staff will instead capture the name of the person accepting the item. The recipient's name and confirmation of delivery can still be viewed at royalmail.com/track-your-item.

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.

Additional Service Options To Europe & Rest of World

International Tracked & Signed

A fully electronic tracked service from posting to delivery overseas. It operates to 84 countries and although it is not time guaranteed you have the added benefit of a signature on delivery when the item reaches its destination.

These International services have an automatic level of cover of £50. Additional cover of up to £250 is available (exclusions apply) subject to destination and payment of additional fee of £6.50.

European Countries:

Aland Islands	Cyprus (EU)	Italy (EU)	Romania (EU)
Albania	Czech Rep. (EU)	Latvia (EU)**	Russia
Andorra	Denmark (EU)	Liechtenstein	San Marino
Austria (EU)	Faroe Islands	Lithuania (EU)	Sardinia
Azores	Finland (EU)	Luxembourg (EU)	Serbia
Balearic Islands	France (EU)**	Madiera (EU)	Slovak Rep. (EU)
Belarus	Germany (EU)	Malta (EU)	Slovenia (EU)
Belgium (EU)	Gibraltar	Moldova	Spain (EU)
Bulgaria (EU)	Greece (EU)	Monaco (EU)	Sweden (EU)
Canary Isles	Greenland	Netherlands (EU)	Switzerland**
Corsica (EU)	Hungary (EU)	Poland (EU)	Turkey
Croatia (EU)	Ireland (Rep.) (EU)	Portugal (EU)*	Vatican City St

International Tracked

This is a fast, secure and reliable service with electronic tracking that operates to 68 countries.

European Countries:

Aland Islands	Faroe Islands	Latvia (EU)**	Romania (EU)
Andorra	Finland (EU)	Liechtenstein	Russia
Austria (EU)	France (EU)**	Lithuania (EU)	San Marino
Belgium (EU)	Germany (EU)	Luxembourg (EU)	Serbia
Canary Isles	Gibraltar	Madiera (EU)	Slovak Rep. (EU)
Corsica (EU)	Greece (EU)	Malta (EU)	Slovenia (EU)
Croatia (EU)	Greenland	Monaco (EU)	Spain (EU)
Cyprus (EU)	Hungary (EU)	Netherlands (EU)	Sweden (EU)
Czech Rep. (EU)	Iceland	Norway	Switzerland**
Denmark (EU)	Ireland (Rep. of)	Poland (EU)	Turkey
Estonia (EU)	Italy (EU)	Portugal (EU)*	Vatican City St

(Please refer to website for full list of ROW participating countries.)

International Signed

This is our standard international service with the added security of proof of posting plus signature on delivery when your item reaches its destination.

(Please refer to website for full list of participating countries.)

Ceramics and glassware are only compensated for loss not damage.

! We reserve the right to raise a surcharge for underpaid post (£1.00 plus twice the underpaid amount). This surcharge will be sought from the recipient.

(EU) Member of European Union. * Additional cover is not available. ** These International countries do not allow cash to be sent through their postal networks.

Format	Weight (up-to)	Bailiwick	UK, IOM, Jersey
Letter	100g	£1.90	£2.17
Large Letter	100g	£2.11	£2.64
	250g	£2.68	£3.36
	500g	£3.14	£4.54
	750g	£3.57	£5.21
Small Parcel	250g	£3.10	£5.36
	500g	£3.62	£5.86
	1kg	£4.86	£7.70
	2kg	£7.50	£13.31
Medium Parcel	1kg	£6.18	£8.48
	2kg	£8.03	£14.23
	5kg	£10.22	£28.16
	10kg	£12.85	£38.87
	20kg	£16.47	£47.73

Format	Weight (up-to)	Europe	Rest of World
Letter	20g	£8.58	£8.83
	100g	£9.60	£10.96
Large Letter	100g	£9.68	£10.98
	250g	£12.09	£15.31
	500g	£14.24	£19.61
	750g	£17.23	£22.46
Small Parcel#	250g	£12.95	£16.57
	500g	£15.95	£22.03
	1kg	£21.13	£27.80
	2kg	£33.68	£42.02

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

Format	Weight (up-to)	Europe	Rest of World
Letter	20g	£7.58	£7.83
	100g	£8.60	£9.96
Large Letter	100g	£8.68	£9.98
	250g	£11.09	£14.31
	500g	£13.24	£18.61
	750g	£16.23	£21.46
Small Parcel#	250g	£11.95	£15.57
	500g	£14.95	£21.03
	1kg	£20.13	£26.80
	2kg	£32.68	£41.02

Please note international parcel sizes apply

Increase your International Tracked & Signed, or Tracked, or Signed item cover

Europe, Rest of World	Additional level of cover		
	£50	£250	£500
Included	Included	+£6.50	(Try FedEx)

Special Delivery

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

To Bailiwick

Format	Weight (up-to)	Level of cover		
		£500	£1,000	£2,500
Letter	100g	£4.50	£9.50	£14.50
Large Letter	100g	£4.71	£9.71	£14.71
	250g	£5.28	£10.28	£15.28
	500g	£5.74	£10.74	£15.74
	750g	£6.17	£11.17	£16.17
Small Parcel	250g	£5.70	£10.70	£15.70
	500g	£6.22	£11.22	£16.22
	1kg	£7.46	£12.46	£17.46
	2kg	£10.10	£15.10	£20.10
	Medium Parcel	1kg	£8.78	£13.78
	2kg	£10.63	£15.63	£20.63
	5kg	£12.82	£17.82	£22.82
	10kg	£15.45	£20.45	£25.45
	20kg	£19.07	£24.07	£29.07

With Special Delivery you get all the following advantages:

- Next day delivery. Subject to pre-payment 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 (not included - consequential loss).

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 £900.00**.

**Figure subject to change.

FedEx International

FedEx is the service of choice for sending important or time-sensitive items and documents to countries throughout the world. With indicative transit times available to USA and many European destinations, Guernsey Post account holders can access FedEx business rates and we will collect your items for you. For more information on delivery zones and transit times please see our website or contact Customer Services.

FedEx International Envelope up to 0.5kg/FedEx Pak 0.5kg - 2.5kg
 For documents up to 2.5kg, we recommend a FedEx Envelope or Pak.

Europe*					
Weight kg	Zone R	Zone S	Zone T	Zone U	Zone V
FedEx Envelope 0.5	£38.35	£38.35	£41.64	£46.50	£52.02
FedEx Pak					
0.5	£39.02	£39.02	£43.81	£47.65	£53.53
1.0	£44.26	£44.26	£49.39	£52.92	£60.37
1.5	£46.79	£46.79	£53.70	£55.30	£65.10
2.0	£50.29	£50.29	£59.17	£59.47	£72.45
2.5	£53.97	£53.97	£66.04	£64.47	£78.34

FedEx services and charges are subject to change - for the most up to date information on our FedEx services and for further pricing (any type of packaging, including FedEx Box and FedEx Tube and exclusions), please visit our website or call Customer Services.

*Surcharges are not included.

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

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.

To UK, IOM and Jersey

Format	Weight (up-to)	Level of cover		
		£50		