

POSTAL TARIFF LIST

Valid from 1st October 2018 to 30th September 2019

2018/19



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ORDINARY MAIL/FAST MAIL, ORDINARY LETTER MAIL

Letter mail refers to any form of written communication or other documents, articles or objects that are addressed to a specific person or persons or a postal address and is transmitted by post. It includes any letter, postcard, letter-card, newspaper, book, pattern or sample packet or any other parcel or article when in transmission by post conforming to the mass and size limitations detailed below. The ordinary letter mail service is the postal service, which includes the business of receiving, collecting, dispatching, conveying and delivering postal articles, with sets delivery standards from the time of dispatch to arrival at the point of delivery.

Delivery standards (if posted before 12h00)

- Windhoek branches – Day of posting plus two days
- All post offices in Namibia – Day of posting plus three days - Offices with dispatch limitations takes four to five days
- Rest of the world – Day of posting plus five days - Dependent on the standard of the service offered by other postal operators

DOMESTIC POSTAL TARIFFS 2018/2019

The postage of postal articles that are posted in the Republic of Namibia, to be delivered within the country.

**All prices are VAT inclusive*

Product Group & Description	Product	Price	
Letter Mail Letter mail refers to any form of written communication or other document, that is addressed to a specific address and is conveyed by other than electronic means.	Standard - up to 50g DL maxi 120 x 235mm	4.60	
	Non-Standard Min C5 - 229 x 162mm Max B4 - 353 x 250mm	13.80	
Fast Mail (Priority Mail) Fast mail is a letter service in Namibia with a one-day delivery standard in the same city or town, a two-day delivery standard between major cities and towns and a three-day delivery standard for all other destinations.	Standard - up to 50g DL maxi 120 x 235mm	5.60	
	Non-Standard Min C5 - 229 x 162mm Max B4 - 353 x 250mm	17.00	
Printed Matters Rolled or enveloped (open at a corner) and plastic wrapped addressed newspapers and booklets.	Up to 250gr	13.80	
	251gr up to 500g	19.90	
	501gr up to 750g	23.40	
	701gr to 1kg	29.00	
COD Parcels The COD option provides for money to be collected for the parcel on the customer's behalf.	N\$5,000 (Maximum trade charge amount)	43.50	
	Cancellation or change in trade charges	24.00	
PO Box Rentals Postal Addresses	Small Boxes - up to 20dm (Windhoek Post Office)	407.10	
	Small Boxes - up to 20dm (Rest of Namibia)	370.00	
	Large Boxes - up to 30dm (Windhoek Post Office)	660.40	
	Large Boxes - up to 30dm	602.10	
	Pensioners Boxes (Windhoek Post Office)	378.70	
	Pensioners Boxes (Rest of Namibia)	343.60	
	Farmers Private Bag	406.00	
	Business Private Bags	1,054.70	
	GRN & Parastatal Private Bags	1,272.00	
Redirection of Mail The redirection of mail items to an alternative address for the first 3 months of service	Domestic	151.80	
	South Africa	232.90	
Information Mail Unenveloped, unaddressed information/advertising item comprising one sheet of paper folded to A5 size	Pamphlets	0.60	
	Unenveloped, unaddressed, rolled or folded information/advertising item. Also unaddressed promotional DVDs.	Brochures	0.60
	An unaddressed booklet. May not be bigger than 120mm x235mm, may not weigh more than 50g and may not be thicker than 5mm.	Household Circulars	0.60

DOMESTIC POSTAL TARIFFS 2018/2019

(continued)

Product Group & Description	Product	Price
Photocopy Charges	A4 Loose Paper	2.30
Fax, Scan & Email Rates	Domestic Per A4 page (Sending)	11.00
	Domestic Per A4 page (Receiving)	5.90
	Scan & Email Per A4 page	8.50
International Fax Rates	Domestic Per A4 page (Sending)	24.60
	Domestic Per A4 page (Receiving)	6.30
Value Added Services The Registered Letter can be used for letters that require a signature on delivery, contain something of value, or important documents which require tracking and tracing from acceptance to delivery.	Registration	32.00
Registered item not handed in at counter (to be posted out)	Compulsory Registration	64.00
Proof of delivery for important documents	Certification	17.60
Proof of posting a certified item	Acknowledgement of posting a certified article	13.90
Confirmation that a postal article was delivered	Advice of Delivery of Postal Article	13.90
Safe keeping of valuables	Safe keeping	365.30
Storage of parcels	Storage fee per day after 14 days of notification.	5.00
With the BRS, businesses can offer their customer or prospective customers the incentive to reply without having to pay postage.	Business Reply Services	2.80
	Enquiry Fees	Free
Business Mail Delivery: Monthly delivery and pick up of mail items on behalf of clients.		731.70
	Custom Clearance Fee for non-dutable parcels	17.00
	Custom Clearance Fee for dutable parcels	58.90
Acceptance of Postal Articles after Closing of Mail	Ordinary postal articles	12.60
Customer may request to include mail article after official cut-off time	Entered articles	18.70
Customer may request a posted article to be returned before it is dispatched	Interception of Postal Article	35.50
Stationery	Registered Envelopes	5.20
	Padded Envelope (Small)	5.80
	Padded Envelope (Medium)	9.30
	Padded Envelope (Large)	12.20
Postage-included envelopes are available at all Post Office outlets	Prepaid Envelopes	5.30
	Prepaid Window Envelope (Small)	5.30
	Prepaid Window Envelope (Medium)	5.30
	Prepaid Window Envelope (Large)	16.80
	Fastmail Envelope DL	10.60
	Fastmail Envelope A4	26.40
Vault Items (Accessories)	Private Bags	628.00
	Private Bags Lock	229.00
	Private Bag Name Plates	75.00
	PO Box Lock & Key	122.00
Postal Order Commission	N\$1.00	0.90
	N\$2.00	0.90
	N\$4.00	1.00
	N\$5.00	1.40
	N\$10.00	3.10
	N\$20.00	6.30
	N\$50.00	15.50
	N\$100.00	25.50
	N\$200.00	50.80

DOMESTIC POSTAL TARIFFS 2018/2019

(continued)

Product Group & Description	Product	Price
Money Order Commission <i>Namibia</i> <i>A money order is a payment order for a pre-specified amount of money. Because it is required that the funds be prepaid for the amount shown on it, it is a more trusted method of payment than a personal cheque.</i>	N\$1-500	61.80
	N\$501-1000	104.10
	N\$1001-1500	146.40
	N\$1501-2000	188.70
Money Order Commission <i>Lesotho , Swaziland , RSA , Botswana</i>	N\$1-500	77.30
	N\$501-1000	126.30
	N\$1001-1500	175.20
	N\$1501-2000	224.00
Money Order Commission <i>Malawi , Mozambique , Zambia , Zimbabwe, Kenya ,Mauritius , Sri Lanka, Canada , Switzerland , St. Helena , India , Malaysia , Ireland , Netherlands, Italy, Germany, USA, Brazil, and Singapore</i>	N\$1-500	248.30
	N\$501-1000	469.70
	N\$1001-1500	688.00
	N\$1501-2000	909.80

DOMESTIC POSTAL TARIFFS 2018/2019

PARCEL TARIFFS

	Zone A (0 - 250Km)	Zone B (251 - 700Km)	Zone C (Above 700Km)
Envelopes	43.50	58.80	79.30
Parcels			
0-5 kg	57.30	82.60	103.30
6 kg	61.00	87.00	109.00
7 kg	68.50	97.90	119.20
8 kg	71.90	108.80	126.00
9 kg	81.60	116.20	136.20
10 kg	83.80	125.10	146.40
11 kg	91.40	130.50	152.10
12 kg	94.70	135.90	157.80
13 kg	100.10	141.30	163.40
14 kg	106.60	146.90	168.00
15 kg	111.00	157.80	185.00
16 kg	114.10	163.10	190.60
17 kg	119.60	168.50	195.20
18 kg	125.10	179.40	200.80
19 kg	130.50	185.00	206.50
20 kg	141.30	190.30	217.90
Add/Kg	7.00	9.30	10.30

Note:

Insurance is 2% for items with value up to N\$5000 and 4% for items with value above N\$5000

INTERNATIONAL POSTAL TARIFFS 2018/2019 AIRMAIL TARIFFS

Rest of the world - day of posting plus 5 days

	Zone A SADC (Excluding Madagascar)	Zone B Rest of Africa & Europe	Zone C Rest of the World
Product			
Letter per 10g	7.60	8.60	10.10
Printed matter per 10g	7.40	9.20	9.20
Aerogram and Postcard	8.40	8.40	8.40
Small Packages per 100g	46.10	51.80	64.70
Parcels			
For the first 250g	270.90	331.30	422.20
Each Additional 250g	33.90	64.40	148.80

INTERNATIONAL POSTAL TARIFFS 2018/2019 SEAMAIL TARIFFS

	Zone A SADC (Excluding Madagascar)	Zone B Rest of Africa & Europe	Zone C Rest of the World
Letters			
50g	Only Airmail to Zone A destinations	14.40	15.40
100g		22.40	25.10
250g		31.30	34.70
500g		58.80	62.60
1000g		102.10	111.00
Small Packages			
100g	Only Airmail to Zone A destinations	49.70	55.10
250g		123.60	137.20
500g		250.40	274.60
1000g		493.20	549.00
Printed Matter			
50g	Only Airmail to Zone A destinations	15.00	16.50
100g		18.60	21.10
250g		27.00	49.00
500g		60.50	68.20
1000g		98.30	108.20
Parcels			
Up to 1kg	Only Airmail to Zone A destinations	390.30	479.40
Above 1kg up to 3kg		507.30	629.90
Above 3kg up to 5kg		609.20	763.20
Above 5kg up to 10kg		812.30	940.90

INTERNATIONAL POSTAL TARIFFS 2018/2019

EXPRESS MAIL SERVICE (EMS) TARIFFS

EMS	Zone A SADC Including Madagascar	Zone B Rest of Africa & Europe	Zone C Rest of the World
Documents			
0.5 Kg	257.00	341.00	357.00
Merchandise (Parcels)			
1 Kg	384.00	487.00	578.00
2 Kg	430.00	563.00	693.00
3 Kg	483.00	635.00	782.00
4 Kg	542.00	714.00	879.00
5 Kg	609.00	801.00	988.00
6 Kg	748.00	983.00	1,210.00
7 Kg	840.00	1,104.00	1,361.00
8 Kg	943.00	1,240.00	1,529.00
9 Kg	1,060.00	1,393.00	1,717.00
10 Kg	1,192.00	1,566.00	1,928.00
11 Kg	1,333.00	1,754.00	2,161.00
12 Kg	1,494.00	1,964.00	2,419.00
13 Kg	1,673.00	2,198.00	2,710.00
14 Kg	1,873.00	2,464.00	3,035.00
15 Kg	2,096.00	2,759.00	3,400.00
16 Kg	2,350.00	3,090.00	3,809.00
17 Kg	2,630.00	3,460.00	4,265.00
18 Kg	2,946.00	3,875.00	4,776.00
19 Kg	3,300.00	4,339.00	5,348.00
20 Kg	3,696.00	4,860.00	5,992.00
21 Kg	4,138.00	5,443.00	6,710.00
22 Kg	4,636.00	6,097.00	7,516.00
23 Kg	5,191.00	6,829.00	8,417.00
24 Kg	5,814.00	7,649.00	9,427.00
25 Kg	6,511.00	8,567.00	10,559.00
26 Kg	7,292.00	9,594.00	11,825.00
27 Kg	8,166.00	10,746.00	13,243.00
28 Kg	9,146.00	12,035.00	14,832.00
29 Kg	10,244.00	13,478.00	16,613.00
30 Kg	11,473.00	15,096.00	18,606.00

NAMPOST POST OFFICES COUNTRYWIDE

POST OFFICES A - K	TELEPHONE NUMBER	POST OFFICES L-O	TELEPHONE NUMBER	POST OFFICES O-Z	TELEPHONE NUMBER
Aminuis	063 273307	Leonardville	062 569113	Oshakati	065 221066/220407
Arandis	064 510001	Lüderitz	063 202200	Oshakati Pick & Pay	065 222282
Aranos	063 272021	Maerua Mall	061 2013084	Oshakati Spar	065 224029
Ariamsvlei	063 280003	Maltahöhe	063 293001	Oshigambo	065 264410
Aroab	063 280505	Mariental	063 242000	Oshihole/Onesi	065 258826
Aus	063 258016	Mayuni	066 250407	Oshikango	065 262435
Aussenkehr	063 297047	Mondesa	064 464044	Oshikango NSB	065 265420
Ausspannplatz	061 2013036/7	Mpungu	066 260005	Oshikuku	065 254606
Auas Valley	061 222813	Narraville	064 272507	Oshivelo	067 230033
Bachbrecht	061 2013029	Ngweze	066 253442	Osire	067 307937
Bethanie	063 283161	Nkurenkuru	066 258005	Otavi	067 234095
Berseba	081 3878901	Noordoewer	063 297103	Otjinene	062 567506
Bukalo	066 252867	Ogongo	065 257285	Otjiwarongo	067 302200
China Town Windhoek	061 401368	Ohangwena	065 260117	Otjomuise	061 264070
Chincimane	066 252210	Okakarara	067 317017	Outjo	067 313068
Craft Centre	061 2013195	Okahandja	062 50321	Parcel Depot	061 2013021
Divundu	066 259012	Okahandja Mall	062 503232	Pelican Square	061 2013124
Dordabis	062 573502	Okamatapati	067 318003	Pick n Pay Wernhill Park	061 225768/9
Eenhana	065 263031	Okonjatu	062 519019	Pionierspark	061 2013035
Epukiro	062 568786	Okankolo	065 289006	Prosperita	061 2013231
Eros	061 2013030	Okaukuejo	067 229814	Rehoboth	062 522100
Fransfontein	067 331884	Okombahe	064 570770	Rosh Pinah	063 274001
Gibeon	063 251009	Okongo	065 288 014	Rocky Crest	061 239572
Gobabis	062 562222	Okuryangava	061 242204	Ruacana	065 270001
Gochas	063 250024	Oluno	065 240051	Rundu	066 255002
Goreangab	061 235042	Olympia	061 2013038	Sesfontein	065 275572
Grootfontein	067 242200	Omaruru	064 570001	Soweto	061 2013039
Grünau	063 262025	Omatjete	064 570721	Stampriet	063 260019
Helmeringhausen	063 283306	Ombalantu/Outapi	065 251026	Swakopmund	064 402222
Hentiesbay	064 500006	Omitara	062 560206	Tallismanus	062 560735
Hosea Kutako	062 540101	Omungwelumbe	065 269006	Tses	063 257245
Kalkfeld	067 290041	Omuntele	065 289252	Tsumeb	067 220211
Kalkrand	063 264011	Omuthiya	065 241065	Tsumkwe	067 244127
Kamanjab	067 330010	Onaanda	065 252007	Uis	064 504004
Karasburg	063 270161	Onandjokwe	065 240768	Unam	061 2063366
Karibib	064 550043	Onanjaba	065 253578	Usakos	064 530022
Katutura	061 2013092	Onankali	065 286369	Uukwaluudhi/Tsandi	065 258130
Keetmanshoop	063 223211	Onayena	065 248864	Vineta	064 463046
Khomasdal	061 2013034	Onawa	065 251561	Walvisbay	064 272500
Khorixas	067 331011	Ondangwa	065 240015	Wanaheda	061 2013050
Klein Aub	062 539018	Ondobe	065 262445	Warmbad	063 269100
Kleine Kuppe	061 227313	Ongandjera/Okahao	065 252130/2	Windhoek	061 2013025
Klein Windhoek	061 2013033	Ongha	065 245429	Windhoek Central Prison	061 2846500
Koës	063 252786	Ongwediva	065 230545	Witvlei	062 570010
Kombat	067 231134	Onyaanya	065 285624		
Kuisebmond	064 272506	Opuwo	065 273013		
		Oranjemund	063 232315		

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