

# DOMESTIC POSTAL TARIFFS 2024/25

Postage for postal articles posted in the Republic of Namibia for delivery in Namibia

\*All prices are VAT inclusive

Product Group & Description	Product	Price
<b>Letter Mail</b>		
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.	<b>Standard - up to 50g</b> DL maxi 120 x 235mm	6.60
	<b>Non-Standard</b> Min C5 - 229 x 162mm Max B4 - 353 x 250mm	19.20
<b>Printed Matters</b>		
Rolled or enveloped (open at a corner) and plastic wrapped addressed newspapers and booklets	Up to 250gr	19.20
	251g up to 500g	27.20
	501g up to 750g	32.10
	701g to 1kg	39.70
<b>COD Parcels</b>		
The COD option provides for money to be collected for the parcel on the customer's behalf.	N\$5,000 (Maximum trade charge amount)	59.60
	Cancellation or change in trade charges	33.00
<b>PO Box Rentals</b>		
Postal Addresses	<b>Small Boxes - up to 20dm</b> (Windhoek Post Office)	490.70
	<b>Small Boxes - up to 20dm</b> (Rest of Namibia)	445.80
	<b>Large Boxes - up to 30dm</b> (Windhoek Post Office)	795.80
	Large Boxes - up to 30dm	725.50
	Pensioners Boxes (Windhoek Post Office)	390.60
	Pensioners Boxes (Rest of Namibia)	390.60
	Farmers Private Bag	461.60
	Business Private Bag	1 270.70
GRN & Public Enterprises Private Bag	1 532.50	
<b>Redirection of Mail</b>		
The redirection of mail items to an alternative address for the first 3 months of service.	Domestic	195.20
	South Africa	299.20
<b>Information Mail</b>		
Unenveloped, unaddressed information/advertising item comprising one sheet of paper folded to A5 size.	Pamphlets	1.10

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Unenveloped, unaddressed, rolled or folded information/advertising item. Also unaddressed promotional DVD's.	Brochures	1.10
An unaddressed booklet. May not be bigger than 120mm x 235mm, may not weigh more than 50g and may not be thicker than 5mm.	Household Circulars	1.10
<b>Photocopy Charges</b>		
	A4 Loose Paper	1.70
<b>Fax, Scan &amp; Email Rates</b>		
	Scan & Email Per A4 page	11.90
<b>Value Added Services</b>		
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	43.80
	Transfer of Parcels and Parcels from International Mail Centre for collection by Customer at preferred Post Office.	Conveyance Fee
Registered item not handed in at counter (posted out).	Compulsory Registration	87.60
Confirmation that a postal article was delivered.	Advice of Delivery of Postal Article	19.30
Storage of parcels.	Storage fee per day after 14 days of notification	7.00
With the BRS, businesses can offer their customer or prospective customers the incentive to reply without having to pay postage.	Business Reply Services	Free
	Enquiry Fees	Free
Business Mail Delivery; Monthly delivery and pick up of mail items on behalf of clients.	Monthly Fee	996.10
	Custom Clearance Fee for non-dutiable parcels	23.50
	Custom Clearance Fee for dutiable parcels	80.40
<b>Stationery</b>		
Postage-included envelopes are available at all Post Office outlets.	Padded Envelope (Small)	7.30
	Padded Envelope (Medium)	11.50
	Padded Envelope (Large)	15.00
	Prepaid Envelopes	7.20
	Prepaid Window Envelope (Small)	7.20
	Prepaid Window Envelope (Medium)	7.20
	Prepaid Window Envelope (Large)	21.90
<b>Vault Items (Accessories)</b>		
	Private Bag Lock	270.10
	Private Bag Name Plates	88.50
	P. O. Box Lock & Key	144.00
<b>Postal Order Commission</b>		
	N\$1.00	1.30
	N\$2.00	1.30
	N\$4.00	1.40
	N\$5.00	1.80
	N\$10.00	3.90
	N\$20.00	7.80
	N\$50.00	19.00
	N\$100.00	31.00
	N\$200.00	61.80
<b>Send Money Transactions (PostPay)</b>		
	Transaction Fee	9.95

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<b>Money Order Commission</b>		
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.		
Namibia	N\$1-500	75.00
	N\$501-1000	126.30
	N\$1001-1500	177.50
	N\$1501-2000	228.80
Lesotho, Eswatini, South Africa, Botswana	N\$1-500	93.80
	N\$501-1000	153.20
	N\$1001-1500	212.40
	N\$1501-2000	271.50
Malawi, Mozambique, Zambia, Zimbabwe, Kenya, Mauritius, Sri Lanka, Canada, Switzerland, St. Helena, India, Malaysia, Ireland, Netherlands, Italy, Germany, USA, Brazil, and Singapore	N\$1-500	300.90
	N\$501-1000	569.10
	N\$1001-1500	833.50
	N\$1501-2000	1,102.10

## DOMESTIC POSTAL TARIFFS 2024/25 PARCEL TARIFFS

Parcels (up to)	Zone A (0 - 250Km)	Zone B (251 - 700Km)	Zone C (Above 700Km)
	1kg	41.90	58.10
2kg	46.10	64.30	76.50
3kg	70.20	102.50	128.20
4kg	71.70	104.60	131.80
5kg	74.40	107.30	134.10
6kg	79.40	113.00	141.50
7kg	89.20	127.10	154.80
8kg	93.50	141.30	163.40
9kg	105.80	150.90	176.70
10kg	108.80	162.40	189.90
11kg	118.60	169.40	197.40
12kg	122.80	176.40	204.70
13kg	130.00	183.30	212.10
14kg	138.30	190.50	217.90
15kg	144.10	204.70	239.90
16kg	148.10	211.50	247.30
17kg	155.20	218.70	253.30
18kg	162.40	232.70	260.50
19kg	169.40	239.90	267.90
20kg	183.30	247.00	282.50
Add/kg	9.30	12.30	13.60

### Note : Insurance

Insurance to be 2% of value for items with value up to N\$5 000 and 4% for items with value above N\$5 000.

## INTERNATIONAL POSTAL TARIFFS 2024/2025

### AIRMAIL TARIFFS

Rest of the world - day of posting plus 5 days

Product	Zone A SADC (Excluding Madagascar)	Zone B Rest of Africa & Europe	Zone C Rest of the World
	Letter per 10g	10.60	12.10
Printed matter per 10g	10.40	12.90	12.90
Aerogram and Postcard	11.80	11.80	11.80
Small Packages per 100g	63.10	70.80	88.30
<b>Parcels</b>			
For the first 250g	369.00	451.20	575.00
Each Additional 250g	46.40	87.90	202.80

## EXPRESS MAIL SERVICE (EMS) TARIFFS 2024/2025

EMS	Zone A SADC	Zone B West Africa & Europe	Zone C Rest of the World
<b>Documents</b>			
0.5 kg	378	482	504
<b>Merchandise (Parcels)</b>			
1kg	543	689	816
2kg	608	796	979
3kg	682	897	1,105
4kg	766	1,009	1,241
5kg	861	1,131	1,395
6kg	1,056	1,388	1,709
7kg	1,186	1,560	1,922
8kg	1,332	1,751	2,159
9kg	1,497	1,968	2,426
10kg	1,683	2,212	2,724
11kg	1,883	2,478	3,053
12kg	2,110	2,775	3,417
13kg	2,363	3,105	3,827
14kg	2,646	3,480	4,286
15kg	2,961	3,896	4,802
16kg	3,318	4,364	5,379
17kg	3,715	4,886	6,023
18kg	4,161	5,473	6,745
19kg	4,661	6,129	7,554
20kg	5,220	6,864	8,462
21kg	5,844	7,688	9,477
22kg	6,547	8,611	10,614
23kg	7,332	9,645	11,887
24kg	8,211	10,802	13,314
25kg	9,196	12,099	14,912
26kg	10,299	13,550	16,700
27kg	11,533	15,177	18,704
28kg	12,918	16,997	20,947
29kg	14,468	19,036	23,462
30kg	16,204	21,320	26,277

