



# GOVERNMENT GAZETTE

## OF THE

# REPUBLIC OF NAMIBIA

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N\$6.00

WINDHOEK - 7 October 2016

No. 6142

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## General Notice

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### NAMIBIA POST LIMITED

No. 403 2016

#### ALTERATION OF POSTAL FEES, RATES OR CHARGES AND SERVICE FEES IN RESPECT OF SAVINGS BANK TRANSACTIONS

Notice is hereby given under the Post and Telecommunications Act, 1992 (Act No. 19 of 1992) that the Board of Directors of Namibia Post Limited by virtue of -

- a) Section 3(3), has altered the domestic and international rates to be demanded or received in respect of postal services; and
- b) Sections 18A, has altered the service fees in respect of Savings Bank transactions

with effect from 1 October 2016 as set out in the Schedule hereto.

**F. F. HANGULA**  
**EXECUTIVE OFFICER**

Windhoek, 16 September 2016

**Domestic Postal Tariffs 2016/2017**

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

<b>Product Group &amp; Description</b>	<b>Product</b>	<b>Postal Tarrifs 2016/7</b>
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.	<b>Standard - up to 50g</b> DL maxi 120 x 235mm	4.00
	<b>Non-Standard</b> Min C5 - 229 x 162mm Max B4 - 353 x 250mm	12.10
Fast Mail (Priority Mail)		
Fastmail 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.	<b>Standard - up to 50g</b> DL maxi 120 x 235mm	4.80
	<b>Non-Standard</b> Min C5 - 229 x 162mm Max B4 - 353 x 250mm	14.90
Printed Matters		
Rolled or enveloped (open at a corner) and plastic wrapped addressed newspapers and booklets	Up to 250gr	12.10
	251gr up to 500g	17.40
	501gr up to 750g	20.50
	751gr to 1kg	25.50
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)	38.30
	Cancelation or change in trade charges	21.10
PO Box Rentals		
Postal Addresses	<b>Small Boxes - up to 20dm</b> (Windhoek Post Office)	357.20
	<b>Small Boxes - up to 20dm</b> Rest of Namibia	324.10
	<b>Large Boxes - up to 30dm</b> (Windhoek Post Office)	586.30
	Large Boxes - up to 30dm (Rest of Namibia)	533.00
	Farmers Private Bag	357.20
	All other Private Bags	929.60
Redirection of Mail		
The redirection of mail items to an alternative address for the first 3 months of service	Domestic	133.80
	South Africa	205.30
Information Mail		
Unenveloped, unaddressed information/advertising item comprising one sheet of paper folded to A5 size	Pamphlets	0.40
Unenveloped, unaddressed, rolled or folded information/advertising item. Also unaddressed promotional DVD's.	Brochures	0.40
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	0.40
Photocopy Charges		
	A4 Loose Paper	1.90

<b>Fax Rates</b>		
	Domestic Per A4 page (Sending)	9.60
	Domestic Per A4 page (Receiving)	5.10
<b>International Fax Rates</b>		
	Domestic Per A4 page (Sending)	21.60
	Domestic Per A4 page (Receiving)	5.50
<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	28.10
Registered item not handed in at counter (posted out of course)	Compulsory Registration	56.10
Proof of delivery for important documents	Certification	15.50
Proof of posting a certified item	Acknowledgement of posting a certified Articles	12.20
Confirmation that a postal article was delivered	Advice of Delivery of Postal Article	12.20
Safe keeping of valuables	Safe keeping	322.00
With the BRS, businesses can offer their customer or prospective customers the incentive to reply without having to pay postage.	Business Reply Services	2.40
	Enquiry Fees	Free
Business Mail Delivery: Monthly delivery and pick up of mail items on behalf of clients.		645.00
	Custom Clearance Fee	48.30
<b>Acceptance of Postal Articles after Closing of Mail</b>		
	Ordinary postal articles	11.00
Customer may request to include mail article after official cut-off time	Entered articles	16.40
Customer may request a posted article to be returned before it is despatched	Interception of Postal Article	31.20
<b>Stationery</b>		
	Registered Envelopes	4.50
	Padded Envelope (Small)	8.80
	Padded Envelope (Medium)	13.20
	Padded Envelope (Large)	17.20
Postage-included envelopes are available at all Post Office outlets	Prepaid Envelopes	4.30
	Prepaid Window Envelope (Small)	4.30
	Prepaid Window Envelope (Medium)	4.30
	Prepaid Window Envelope (Large)	14.70
	Fastmail Envelope DL	9.30
	Fastmail Envelope A4	23.20
<b>Vault Items (Accessories)</b>		
	Private Bags	552.50
	Private Bags Lock	196.30
	Private Bag Name Plates	61.10
	PO Box Lock & Key	104.00
<b>Postal Order Commission</b>		

	N\$1.00	0.70
	N\$2.00	0.70
	N\$4.00	0.80
	N\$5.00	1.20
	N\$10.00	2.70
	N\$20.00	5.50
	N\$50.00	13.60
	N\$100.00	22.40
	N\$200.00	44.70
<b>Money Order Commission</b>		
<i>Namibia</i>	N\$1-500	54.40
<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\$501-1000	91.70
	N\$1001-1500	129.00
	N\$1501-2000	166.30
<b>Money Order Commission</b>		
<i>Lesotho , Swaziland , RSA , Botswana</i>	N\$1-500	68.10
	N\$501-1000	111.30
	N\$1001-1500	154.30
	N\$1501-2000	197.40
<b>Money Order Commission</b>		
<i>Malawi , Mozambique , Zambia , Zimbabwe, Kenya, Mauritius , Sri Lanka , Canada , Switzerland , St. Helena , India , Malaysia , Ireland , Netherland, Italy , Germany , USA , Brazil , and Singapore</i>	N\$1-500	218.80
	N\$501-1000	414.10
	N\$1001-1500	606.50
	N\$1501-2000	802.10

### Domestic Postal Tariff 2016/2017

#### Parcels Tariffs:

Tarrifs 2016/7	Zone A (0 - 250Km)	Zone B (251 - 700Km)	Zone C (Above 700Km)
Envelopes	38.30	51.70	69.90
<b>Parcels</b>			
0-5 kg	49.80	72.80	91.00
6 kg	53.70	76.60	96.00
7 kg	60.30	86.20	105.00
8 kg	63.30	95.80	111.00
9 kg	71.80	102.40	120.00
10 kg	73.80	110.20	129.00
11 kg	80.50	115.00	134.00
12 kg	83.40	119.80	139.00
13 kg	88.20	124.50	144.00
14 kg	93.90	129.40	148.00
15 kg	97.80	139.00	163.00
16 kg	100.50	143.70	168.00
17 kg	105.40	148.50	172.00
18 kg	110.20	158.10	177.00
19 kg	115.00	163.00	182.00
20 kg	124.50	167.70	192.00

Add / Kg	6.10	8.10	9.00
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Note : Insurance

1. Insurance to be 2% of value for items with value up to N\$ 5000 and 4% for items with value above N\$5000.00

### International Postal Tariffs 2016/2017

#### Airmail Tariffs:

Rest of the world - day of posting plus 5 days

Product	Category	Tarrifs 2016/7
Letters per 10g		
SADC except Madagascar	Zone A	6.60
Rest of Africa & Europe	Zone B	7.50
Rest of the World	Zone C	8.80
Printed Matter per 10g		
	Zone A	6.40
	Zone B	8.00
	Zone C	8.00
Aerogram and Postcard		
	Zone A	7.30
	Zone B	7.30
	Zone C	7.30
Small Packages per 100g		
	Zone A	40.50
	Zone B	45.60
	Zone C	57.00
Parcels		
	Zone A	
For the first	250g	238.70
each additional	250g	29.80
	Zone B	
For the first	250g	292.00
each additional	250g	56.70
	Zone C	
For the first	250g	372.20
each additional	250g	131.10

#### Sea Mail Tariffs:

Product	Category	Tarrifs 2016/7
Letters		
	<b>Zone A</b>	
	50g	10.90
	100g	13.70
	250g	20.10
	500g	41.40
	1000g	71.30
	<b>Zone B</b>	
	50g	11.90

	100g	18.60
	250g	26.10
	500g	49.00
	1000g	85.20
	<b>Zone C</b>	
	50g	12.80
	100g	20.80
	250g	28.90
	500g	52.20
	1000g	92.60
<b>Small Packages</b>		
	<b>Zone A</b>	
	100g	30.50
	250g	77.00
	500g	153.40
	1000g	302.50
	<b>Zone B</b>	
	100g	41.40
	250g	103.10
	500g	209.00
	1000g	411.60
	<b>Zone C</b>	
	100g	45.90
	250g	114.50
	500g	229.20
	1000g	458.30
<b>Printed Matter</b>		
	<b>Zone A</b>	
	50g	11.10
	100g	12.10
	250g	20.30
	500g	35.80
	1000g	60.00
	<b>Zone B</b>	
	50g	12.40
	100g	15.40
	250g	22.40
	500g	50.40
	1000g	82.00
	<b>Zone C</b>	
	50g	13.70
	100g	17.60
	250g	40.80
	500g	56.90
	1000g	90.20
<b>Parcels</b>		
	<b>Zone A</b>	
	up to 1kg	113.40

	above 2kg up to 3kg	127.90
	above 4kg up to 5kg	183.90
	above 5kg up to 10kg	288.00
	<b>Zone B</b>	
	up to 1kg	325.80
	above 2kg up to 3kg	423.40
	above 4kg up to 5kg	508.50
	above 5kg up to 10kg	678.10
	<b>Zone C</b>	
	up to 1kg	400.10
	above 2kg up to 3kg	525.80
	above 4kg up to 5kg	637.10
	above 5kg up to 10kg	785.40

### Express Mail Services Tariffs 2016/2017

ZONES	2016		
	A	B	C
	SADC	West Africa & Europe	Rest of World
<b>Documents</b>			
0.5 Kg	242	284	297
<b>Merchandise (Parcels)</b>			
0.5 Kg	290	341	356
1 Kg	308	392	464
1.5 Kg	326	425	518
2 Kg	346	453	557
2.5 Kg	366	481	593
3 Kg	388	510	629
3.5 Kg	412	541	667
4 Kg	436	574	707
4.5 Kg	463	608	749
5 Kg	490	644	794
5.5 Kg	520	683	842
6 Kg	551	724	892
6.5 Kg	584	768	946
7 Kg	619	814	1,003
7.5 Kg	656	862	1,063
8 Kg	695	914	1,127
8.5 Kg	737	969	1,194
9 Kg	781	1,027	1,266
9.5 Kg	828	1,089	1,342
10 Kg	878	1,154	1,422
11 Kg	983	1,293	1,593
12 Kg	1,101	1,448	1,784
13 Kg	1,233	1,621	1,998
14 Kg	1,381	1,816	2,238
15 Kg	1,546	2,034	2,507
16 Kg	1,732	2,278	2,808

17 Kg	1,939	2,551	3,145
18 Kg	2,172	2,857	3,522
19 Kg	2,433	3,200	3,944
20 Kg	2,725	3,584	4,418
21 Kg	3,051	4,014	4,948
22 Kg	3,418	4,496	5,542
23 Kg	3,828	5,036	6,207
24 Kg	4,287	5,640	6,952
25 Kg	4,801	6,317	7,786
26 Kg	5,377	7,075	8,720
27 Kg	6,022	7,924	9,766
28 Kg	6,745	8,875	10,938
29 Kg	7,554	9,939	12,251
30 Kg	8,461	11,132	13,721

### Nampost Savings Bank Fees

TRANSACTION FEE DESCRIPTION	2016 / 2017
<b>CALL Account</b>	
First N\$ 2000 cash deposit per month	FREE
Cash Deposit fee (> N\$ 2000)	N\$ 1.40/100 excl vat
Statement fee other than normal monthly	17.19
<b>SMART CARDS</b>	
<b>CARD REGISTRATION AND ENROLLMENT FEES</b>	
Enrolment & Issuing Fee - Settlement of info to SmartSwitch	FREE
<b>CARD REPLACEMENT</b>	
Lost Card Admin Fee - Savings	61.50
<b>CLOSE ACCOUNTS - NAMPOST</b>	
All Card accounts	57.50
Management Fee	6.50
<b>CASH DEPOSIT FEES</b>	
<b>Individuals</b>	
Cash deposit fee (N\$ 1- N\$ 1 000)	FREE
Cash deposit fee (N\$ 1001 and more)	N\$ 1.20/100 max N\$ 3 000 excl vat
<b>Business accounts</b>	
Cash deposit fee	N\$1.60 per N\$100 max N\$5000
<b>CHEQUE DEPOSIT FEES</b>	
Normal cheque deposit	6.90
Special Clearance Cheque Deposit	135.70
Salary cheque deposit	6.90
<b>CASH WITHDRAWAL FEES</b>	
Cash withdrawal fee	0.675% of amount with a minimum of N\$6.75 and max of N\$50
<b>CHEQUE WITHDRAWAL FEES</b>	
Counter Cheque issued instead of cash @ NamPost Branches - NamPost Cards	138.00
<b>OTHER SERVICES</b>	
Stoporders	12.31
Debit orders	12.31
Funeral Policy	9.99



<b>FEES AT MERCHANTS</b>	
Online Auto Loads at Merchant Stores - NamPost Cards	2.21
Cash Withdrawal Fee @ Merchant Stores - NamPost Cards	0.675% of amount with a minimum of N\$6.75 and max of N\$50
<b>CARD TO CARD MONEY TRANSFERS</b>	
Money Transfer Fee @ NamPost Branches-NamPost Cards	5.00
Money Transfer Fee @ Merchants-NamPost Cards (online)	5.00
<b>3RD PARTY ACCOUNT PAYMENTS</b>	
3rd Party Account Payments @ NamPost Branches - NamPost Cards	6.75
3rd Party Account Payments @ Merchants -NamPost Cards	6.75
Host Deductions Fee	5.75
<b>WALLET TRANSFERS</b>	
Wallet to Wallet transfers @ NamPost Branches - NamPost Cards	5.75
Wallet to Wallet transfers @ Merchant Stores - NamPost Cards	5.75
<b>SALE TRANSACTION FEE</b>	
Transaction Fee On Sales	1.15% of transaction value plus VAT
Spending From Savings Wallet	6.75
<b>HOST ENQUIRIES</b>	
Host Account Balance	1.15
Host Account Mini Statement	1.15
<b>WAGE FEE</b>	
Wage Payment	11.07