



GOVERNMENT GAZETTE

OF THE

REPUBLIC OF NAMIBIA

N\$5.60

WINDHOEK - 15 September 2025

No. 8740

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General Notice

NAMIBIA POST LIMITED

No. 702

2025

ALTERATION OF FEES, RATES, CHARGES AND SERVICE FEES IN RESPECT OF POSTAL AND SAVINGS BANK TRANSACTIONS AND SERVICES: POST AND TELECOMMUNICATIONS ACT, 1992

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:

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

with effect from 1 October 2025 as set out in the Schedule hereto.

F. F. HANGULA
CHIEF EXECUTIVE OFFICER
NAMIBIA POST LIMITED

Windhoek, 11 July 2025

SCHEDULE**DOMESTIC POSTAL TARIFFS 2025/2026**

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

Product Group and Description	Product	2025/2026
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	7.30
	Non-Standard Min C5 - 229 x 162mm Max B4 - 353 x 250mm	21.20
Printed Matters		
Rolled or enveloped (open at a corner and plastic wrapped addressed newspapers and booklets)	Up to 250gr	21.20
	251gr up to 500g	30.00
	501gr up to 750g	35.40
	701gr to 1kg	43.70
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)	65.60
	Cancellation or change in trade charges	36.30
P.O. Box Rentals		
Postal Boxes and Bags	Small Boxes - up to 20dm (Windhoek Post Office)	500.00
	Small Boxes - up to 20dm Rest of Namibia	450.00
	Large Boxes - up to 30dm (Windhoek Post Office)	835.50
	Large Boxes - up to 30dm Rest of Namibia	761.60
	Pensioners Boxes - Windhoek Post Office	370.00
	Pensioners Boxes - Rest of Namibia	370.00
	Farmers Private Bag	484.50
	Business Private Bags	1,334.00
	GRN and Public Enterprises Private Bags	1,608.00
Redirection of Mail		
The redirection of mail items to an alternative address for the first 3 months of service	Domestic	214.80
	South Africa	329.20
Information Mail		
Unenveloped, unaddressed information/ advertising item comprising one sheet of paper folded to A5 size	Pamphlets	1.30
Unenveloped, unaddressed, rolled or folded information/advertising item. Also unaddressed promotional DVD's.	Brochures	1.30
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	1.30
Photocopy Charges		
	A4 Loose Paper	1.90
Fax, Scan and Email Rates		
	Scan and Email Per A4 page	13.10

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	48.20
Transfer of Parcels and Parcets from International Mail Centre for collection by Customer at preferred Post Office	Conveyance Fee	-
Registered item not handed in at counter (posted out of course)	Compulsory Registration	96.40
Confirmation that a postal article was delivered	Advice of Delivery of Postal Article	21.30
Storage of parcels	Storage fee per day after 14 days of notification.	7.70
With the BRS, businesses can offer their customer or prospective customers the incentive to reply without having to pay postage.	Business Reply Services	
	Enquiry Fees	
Business Mail Delivery: Monthly delivery and pick up of mail items on behalf of clients.		1,095.80
	Custom Clearance Fee for non-dutable parcels	25.90
	Custom Clearance Fee for dutable parcels	88.50
Stationery		
	Padded Envelope (Small)	8.10
	Padded Envelope (Medium)	12.70
	Padded Envelope (Large)	16.50
Postage-included envelopes are available at all Post Office outlets	Prepaid Envelopes	8.00
	Prepaid Window Envelope (Small)	8.00
	Prepaid Window Envelope (Medium)	8.00
	Prepaid Window Envelope (Large)	24.10
Vault Items (Accessories)		
	Private Bags Lock	283.00
	Private Bag Name Plates	93.00
	PO Box Lock and Key	151.00
Postal Order Commission		
	N\$1.00	1.50
	N\$2.00	1.50
	N\$4.00	1.60
	N\$5.00	2.00
	N\$10.00	4.30
	N\$20.00	8.60
	N\$50.00	20.90
	N\$100.00	34.10
	N\$200.00	68.00
Send Money Transactions (PostPay)		
	Transaction Fee	9.95
Money Order Commission		
Namibia	N\$1-500	82.50

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.	N\$501-1000	139.00
	N\$1001-1500	195.30
	N\$1501-2000	251.70
Money Order Commission		
Lesotho, Swaziland, RSA, Botswana	N\$1-500	103.20
	N\$501-1000	168.60
	N\$1001-1500	233.70
	N\$1501-2000	298.70
Money Order Commission		
Malawi, Mozambique, Zambia, Zimbabwe, Kenya, Mauritius, Sri Lanka, Canada, Switzerland, St. Helena, India, Malaysia, Ireland, Netherland, Italy, Germany, USA, Brazil, and Singapore	N\$1-500	331.00
	N\$501-1000	626.10
	N\$1001-1500	916.90
	N\$1501-2000	1,212.40

DOMESTIC POSTAL TARIFFS 2025/2026

Parcels Tariffs	2026	2026	2026
	Zone A	Zone B	Zone C
	(0 - 250Km)	(251 - 700Km)	(Above 700Km)
Parcels (up to)			
1 kg	48.30	64.00	80.00
2 kg	48.40	70.80	84.20
3 kg	77.30	112.80	141.10
4 kg	78.90	115.10	145.00
0-5 kg	81.90	118.10	147.60
6 kg	87.40	124.30	155.70
7 kg	98.20	139.90	170.30
8 kg	102.90	155.50	179.80
9 kg	116.40	166.00	194.40
10 kg	119.70	178.70	208.90
11 kg	130.50	186.40	217.20
12 kg	135.10	194.10	225.20
13 kg	143.00	201.70	233.40
14 kg	152.20	209.60	239.70
15 kg	158.60	225.20	263.90
16 kg	163.00	232.70	272.10
17 kg	170.80	240.60	278.70
18 kg	178.70	256.00	286.60
19 kg	186.40	263.90	294.70
20 kg	201.70	271.70	310.80
Add / Kg	10.30	13.60	15.00
Note: Insurance			
1. Insurance to be 2% of value for items with value up to N\$5 000 and 4% for items with value above N\$5 000.00.			

INTERNATIONAL POSTAL TARIFFS 2025/2026

Airmail Tariffs

Rest of the world - day of posting plus 5 days.

Product	Category	2025/2026
Letters per 10g		
SADC except Madagascar	Zone A	12.30
Rest of Africa and Europe	Zone B	13.90
Rest of the World	Zone C	16.20
Printed Matter per 10g		
	Zone A	11.90
	Zone B	14.90
	Zone C	14.90
Aerogram and Postcard		
	Zone A	13.70
	Zone B	13.70
	Zone C	13.70
Small Packages per 100g		
	Zone A	72.60
	Zone B	81.70
	Zone C	101.70
Parcels		
For the first	Zone A	
	250g	425.20
each additional	250g	53.50
For the first	Zone B	
	250g	519.90
each additional	250g	101.40
For the first	Zone C	
	250g	662.60
each additional	250g	233.80

EXPRESS MAIL SERVICE (EMS) 2025/2026

ZONES	A	B	C
	SADC	West Africa and Europe	Rest of World
Documents			
0.5 kg	435	555	581
Merchandise (Parcels)			
1 Kg	625	793	940
2 Kg	700	917	1,128
3 Kg	786	1,033	1,273
4 Kg	883	1,162	1,431
5 Kg	992	1,304	1,608
6 Kg	1,217	1,600	1,969
7 Kg	1,367	1,797	2,215
8 Kg	1,535	2,017	2,488
9 Kg	1,725	2,268	2,795
10 Kg	1,940	2,549	3,139

11 Kg	2,170	2,855	3,517
12 Kg	2,432	3,197	3,937
13 Kg	2,723	3,578	4,410
14 Kg	3,049	4,009	4,939
15 Kg	3,412	4,490	5,533
16 Kg	3,824	5,029	6,199
17 Kg	4,281	5,630	6,940
18 Kg	4,794	6,306	7,772
19 Kg	5,370	7,062	8,704
20 Kg	6,015	7,909	9,751
21 Kg	6,734	8,858	10,920
22 Kg	7,544	9,923	12,231
23 Kg	8,448	11,114	13,697
24 Kg	9,462	12,447	15,341
25 Kg	10,596	13,941	17,183
26 Kg	11,867	15,613	19,243
27 Kg	13,289	17,487	21,551
28 Kg	14,884	19,585	24,137
29 Kg	16,671	21,934	27,035
30 Kg	18,671	24,566	30,278

NAMPOST SAVINGS BANK FEES 2025/2026

TRANSACTION FEE DESCRIPTION	Fee 2025/2026 incl VAT
CALL ACCOUNT	
First N\$ 2000 cash deposit per month	no charge
Cash Deposit fee (> N\$ 2000)	N\$ 1.78/100 max N\$3,450
Investment statement fee other than normal monthly	N\$1 per page
Premature Investment withdrawal penalty fee	1.15% on Withdraw Amount
SWIFT PAYMENTS	
Outward payments	Min of N\$300 max N\$760
Inward payments	Min of N\$300 max N\$760
SMART CARDS	
CARD FEES	
First issue of card	free
Lost/Damaged Card Admin Fee	N\$ 155.00
CLOSE ACCOUNTS	
All Card accounts	Free
Account closures - Estate	N\$ 140.00
MANAGEMENT FEE (MONTHLY)	
Traderoot Monthly Fee	N\$ 26.00
SAP Monthly Management Fee	N\$ 37.45
Service Fee - Monthly	N\$ 3.50
MONTHLY STATEMENT	N\$1 per page
CASH DEPOSIT FEES	
Individuals	
Cash deposit fee (N\$ 1 - N\$ 1000)	N\$0.80/N\$100
Cash deposit fee (N\$ 1,000 - More)	N\$1.58/N\$100 max N\$3,450
BUSINESS ACCOUNTS	
Cash deposit fee	N\$2.14/N\$100 max N\$5,750

CASH WITHDRAWAL FEES	
Cash withdrawal fee (In Branch)	2.45% of amount with a min. of N\$21.36 and max of N\$ 400
OTHER SERVICES	
Internal Debit Order	N\$ 13.86
Stop Orders	N\$ 13.25
Debit orders	N\$ 27.71
NAMPOST ACCOUNT TO NAMPOST ACCOUNT	
Internal Account Payment	N\$ 15.28
TRANSFERS	
3rd Party Account Payments @ NamPost Branches	N\$ 27.70
(The above includes transfers from NamPost Investment Accounts to other commercial bank's account for interest payments and other EFT transfers)	
Transfer between Savings and Transactional accounts	N\$ 4.00
Transfer between Transactional and Savings accounts	no fee
SALE TRANSACTION FEE	
Transaction Fee On Sales (POS/SWIPE)	N\$ 6.15
CashBack Transactions	N\$ 6.00
ENQUIRIES	
Balance enquiry at NamPost branches	N\$ 1.61
Mini Statement at NamPost branches	N\$ 1.61
Bank Confirmation letter Business	N\$ 10.70
Bank Confirmation letter Individual	N\$ 5.35
ATM TRANSACTIONS	
Withdrawal at own ATM	
Withdrawal at other bank's ATM	N\$7.20 plus N\$13.70 per N\$500 with a maximum of N\$35
Beneficiary Payments (Digital Channels)	
Registration	free
Monthly fee	free
Beneficiary and 3rd Party Account Payments	10.17
Inter-Account Transfers	
Non-Financial Transactions	
Balance enquiry at other bank's ATM	N\$ 1.60
WAGE FEE	
Processing fee (Salary and Others)	N\$ 25.52
Pensioners	N\$ 17.50