

3.4 POSTAGE : PREPAYMENT IN MONEY

GENERAL ARRANGEMENTS

Postage on any postal packets may be prepaid in money. Posting can be made at any of the following post offices :

- Aberdeen Post Office
- Air Mail Centre (For Bulk Air Mail Only)
- Cheung Sha Wan Post Office
- Fo Tan Post Office
- Gillies Avenue Post Office
- General Post Office
- Gloucester Road Post Office
- International Mail Centre Post Office
- King's Road Post Office
- Kowloon Central Post Office
- Kowloon City Post Office
- Kowloon East Post Office
- Kwai Fong Post Office
- Ma On Shan Post Office
- Morrison Hill Post Office
- Sai Kung Post Office
- Sha Tin Central Post Office
- Shau Kei Wan Post Office
- Sheung Wan Post Office
- Tai Po Post Office
- Tsim Sha Tsui Post Office
- Tsuen Wan Post Office
- Tuen Mun Central Post Office
- Wan Chai Post Office
- Yuen Long Post Office

Intending users of this service must furnish at the time of posting, their names and addresses and the number of items tendered for posting.

CONDITIONS

The conditions under which such packets are accepted are as follow :-

1. The number is not less than 100 packets.
2. The packets, with the addresses arranged in the same direction are securely tied in bundles of 50 or, in the case of bulky packets, in bundles of a convenient size (each containing 10 packets or multiple of 10), the articles in each bundle being chargeable with a uniform rate of postage, which must be shown, and air mail and surface mail items bundled separately.
3. Prepayment cannot be made partly in money and partly in stamps, and the money must be paid at the time the packets are handed in at the post office.

4. It is of material assistance to the Post Office if these special postings, especially when in large numbers, can be made early in the day. Prepaid items can be posted at the bulk acceptance offices during the following hours :-

Aberdeen Post Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
Air Mail Centre (For Bulk Air Mail Only)	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
Cheung Sha Wan Post Office	Sun & Public Holiday 1 pm – 4 pm	
Fo Tan Post Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
Gillies Avenue Post Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
General Post Office	Mon to Sat 8 am – 4 pm	Sun 9 am – 2 pm
Gloucester Road Post Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
International Mail Centre Post Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
King's Road Post Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
Kowloon Central Post Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
Kowloon City Post Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
Kowloon East Post Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
Kwai Fong Post Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
Ma On Shan Post Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
Morrison Hill Post Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
Sai Kung Post Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
Sha Tin Central Post Office	Mon to Fri 9 am – 4 pm	Sat 9 am – 1 pm
Shau Kei Wan Posts Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
Sheung Wan Post Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
Tai Po Post Office	Mon to Fri 9 am – 4 pm	Sat 9 am – 1 pm
Tsim Sha Tsui Post Office	Mon to Sat 8 am – 4 pm	Sun 9 am – 2 pm
Tsuen Wan Post Office	Mon to Fri 9 am – 4 pm	Sat 9 am – 1 pm
Tuen Mun Central Post Office	Mon to Fri 9 am – 4 pm	Sat 9 am – 1 pm
Wan Chai Post Office	Mon to Fri 9:30 am – 4 pm	Sat 9:30 am – 1 pm
Yuen Long Post Office	Mon to Fri 8 am – 4 pm	Sat 9 am – 1 pm

5. Postal packets for local addresses must be separated from those for overseas destinations.
6. Articles for prepayment in money are not accepted on Sundays or public holidays.