

4.8 SMALL PACKETS

DEFINITION

The Small Packet post is specially provided for the transmission of goods (including trade samples), whether dutiable or not, in the same mail as Printed Papers, which as a rule travel more quickly than the parcel mail.

RATES OF POSTAGE

See Postage Rates and Services Leaflet.

WEIGHT AND SIZE

The limit of weight is 2 kg in general.

The limits of size are shown under LIMITS OF WEIGHT AND SIZE in this Section.

PACKING AND MAKE-UP

The sender must show his name and address at the top left-hand corner of the address side and mark in bold letters beneath this space the indication *SMALL PACKET*.

Small Packets must be packed so that they may be easily examined without breaking any seal. String may be used to secure the wrapping if tied with a simple knot easy to untie. Staples must not be used. Sealing with adhesive tape in such a way that the tape must be broken or removed to allow examination of the contents is not permitted. The packing must ensure the integrity of the contents during transport. Exceptionally, the packing regulations which apply to certain articles (e.g. fragile materials, liquids, etc.) apply also to such articles sent in Small Packets, see PACKING AND MAKE-UP in Section 6.

POSTING

Small Packets may be posted in a posting box or handed over the counter. They may be registered but not insured.

INADMISSIBLE ARTICLES

Articles prohibited from the letter post are also excluded from transmission in Small Packets. The following also may not be sent in Small Packets :-

- banknotes, currency notes;
- coin;
- jewels and other valuable articles;
- platinum, gold or silver, manufactured or not;

- postage stamps whether cancelled or not, or any paper representing a monetary value;
- precious stones;
- securities of any kind and instruments payable to bearer.

EXTENT OF THE SERVICE

Small Packets may be sent to the places indicated by the entry *Small Packets* under the respective destination in the Appendix. The Small Packet service is not available in the local post.

CUSTOMS DECLARATIONS

A green customs label must be affixed to the address side of every packet. If the country of destination so requires, the packet should be accompanied by the required number of non-adhesive customs declaration forms. Also, if the value of the item posted exceed HK\$3,000, one or more non-adhesive customs declaration forms, as required for parcels or as separately required by the country of destination, must be furnished. The customs declaration forms should be securely fastened to the packet. Where separate declarations are provided, only the upper part of the green label (*Douane (peut être ouvert d'office)*) need be affixed to the packet. The label or declaration should be made out in English and also, when the country of destination requires, in the appropriate foreign language. See entry of the respective destination in the Appendix.