

Posting Guide for Speedpost FreightPLUS Items to India

Postage	-	HK\$69 per kg (based on the total chargeable weight). “Chargeable weight” is determined by total dead weight or total volumetric weight (which is charged on a per kilo basis, any fraction of a kilo will be rounded up to the next whole kilo), whichever is higher.		
Size limit	-	Length 1.5m, length and girth combined 3m		
Max. Weight Limit	-	No maximum total weight limit per consignment. A minimum of 2 items is required for one consignment, with an overall minimum chargeable weight of 20 kg. The minimum chargeable weight of each item is 1 kg and each item should not exceed 40kg. If the items are carried by pallets / boxes, each pallet / box should not exceed 500 kg.		
		Customer can pack the items with self-provided packing or Multipack Box. They are reminded to include the net weight of the self-provided packing or Multipack Box as part of the total dead weight of each item. For Multipack packing, the weight of each item should desirably not exceed the recommended maximum weight capacity for different sized Multipacks. Please refer to the table below for the recommended maximum weight capacity of Multipacks.		
		<u>Multipack</u>	<u>Outer Dimension (m)</u>	<u>Recommended Maximum Weight Capacity (kg)</u>
		5 kg	0.37 x 0.25 x 0.21	8.5
		10 kg	0.43 x 0.35 x 0.26	15
		20 kg	0.455 x 0.425 x 0.335	25
		30 kg	0.73 x 0.55 x 0.46	40
Prohibited Item	-	Animals, raw hide and skins, plants, seeds, fruit and vegetables, flowers, food, wines, spirits of wine, perishables, coins & currency/banknotes, precious and semi-precious stones, jewellery, dangerous goods, tobacco, arms & weapons, passports, stamps, antiques, gold, platinum and silver manufactured products, pharmaceuticals, chemicals, lottery tickets, playing cards.		
Restricted Item	1.	For leather goods/products, a certificate of wildlife (or certificate accepted by wildlife department) is required.		
	2.	For electronic printed circuit board, a special import licence (prepared by the addressee) is required.		
	3.	For used equipment sent to India for repair, the addressee is required to provide an export proof.		
Special Remarks for Contents Admissions, Customs Declaration and Customs Duties	1	Customer is required to provide a phytosanitary certificate for wooden packaging (if any).		
	2	Complete and valid import licences are required for Garment and Textile products.		
	3	All items in single consignment must be sent to the same recipient and address.		
	4	Customer may place the full set of posting form (Pos 613C) into an adhesive / open flap transparent envelope and have it securely attached to the 1 st item. For the rest of the consignment, only the 5 th copy, i.e. addressee’s copy, has to be attached to the boxes concerned.		
	5	Customer is also required to prepare the original commercial invoice in quadruplicate, which should be put into another adhesive / open flap transparent envelope to avoid mix up with the posting form. Again, the commercial invoice has to be securely attached to the 1 st item in the consignment.		
	6	Should items be required to pay customs duties, the delivery agent in the destination may complete the declaration and pay in advance the amount. The amount may be reclaimed, as appropriate, from the addressee with a nominal charge. If the addressee refuses to pay the same, the sender shall be responsible for settling the payment.		
	7	Consignee is required to prepare the following documents for customs clearance:		
	a.	An authorisation letter issued by the consignee to authorise delivery agent to act as agent for customs clearance		
	b.	GATT Declaration		
	c.	Import Export Code (IEC)		
	d.	A letter on company letterhead attention to Deputy Commissioner of Customs, specifying the contents, name of manufacturer, brand name and end-use of the item; and		
	e.	Insurance cover note (if any)		

Others	1	This service is exclusively for Speedpost account customers.
	2	P.O. Box address as recipient's address is not acceptable.
	3	Only postings via pick-up service is accepted.
	4	Customer can pack the items with self-provided packing or choose to purchase and use Multipack Boxes.
	5	The net weight of the self-provided packing or Multipack Box should be included as part of the total dead weight of each item.
	6	Each item is charged on a per kilo basis. Any fraction of a kilo will be rounded up to the next whole kilo.
	7	Customers have to complete the posting form (Pos 613C) in English.
	8	The FreightPLUS number and the item number shown on individual boxes as well as the total number of boxes must tally with the information contained in the posting form (Pos 613C).
	9	The posting form (Pos 613C) must be printed out by laser printer.
	10	Large, lightweight items will be charged for their dead weight or volumetric weight (i.e. size of an item), whichever is greater. Volumetric weight is calculated by multiplying the cubic metre volume of an item (Length x Width x Height) by 167.
	11	The total dead weight or total volumetric weight of the consignment will be subject to the final measurement by Hongkong Post after collection. The total weight of the whole consignment and each item therein will be shown on the Consignment Note and the monthly statement for customer's record.
	12	In case of return of the consignment, Speedpost reserves the right, as the case may be, to impose a service fee, which is two times the pick-up fee, for the return of the consignment.
	13	Stamps and franking machines are not acceptable means for settling payment of Speedpost FreightPLUS service.
	14	Speedpost insurance is available for Speedpost FreightPLUS service. The insurance service premium table is the same as that applied to SpeedpostFreight service.
	15	In the event of loss of or damage to the items or any delay in delivery of the items (except when items are held by Customs for clearance), postage refund will be calculated on a pro-rata basis according to the total chargeable weight of the consignment. Any compensation or postage refund is subject to the terms and conditions stated in the Speedpost Rate Plan (Pos 15A/1).

Delivery Standard

Area Served	Delivery Standard *	Posting Working Days of the Destination
Major Cities: DELHI (110001-110097); BOMBAY (40001-400104); BANGALORE (560001-560100, 560111); MADRAS (600001-600118, 600121); CALCUTTA (700001-700125, 700210)	4	Mon - Fri
Other Cities: 121001-121009; 122001-122102; 141001-141011; 201001-201012; 201301-201308; 208001-208039; 211001-212403; 244001; 282001-282010; 302001-303902; 380001-382480; 390001-391242; 391244-391459; 391461-391775; 400105-400709; 411001-412308; 452001-453771; 560101-560110; 600119; 638606-641663; 641665-641687; 682001-688534	4	
Rest of the Country	5-6	

- * 1) Applicable for items posted before the Latest Times of Posting; time for customs clearance is excluded
 2) It refers to the number of working days in the destination
 3) Day of Posting is not included