

CIRCULAR No 14 Of 2024

TARIFFS BY CATEGORY

The prices are effective on 9 March 2024

PLEASE NOTE PRICE CHANGES WERE EFFECTED FOR ZWL \$ CURRENCY IN LINE WITH THE INTERBANK RATE.

TARIFF BY CATEGORY

Zone	Letter rammes Postcard/Aero	Amount ZWL\$	1.0
Zone 1	U to 10	75, 70	4.20
	Over 10 u to 20	98,440	5.50
	Over 20 u to 50	1 1 6,330	6.50
	Over 50 u to 100	134,230	7.50
	Over 100 u to 250	1 52, 130	8.50
	Over 250 u to 500	177,180	9.90
	Over 500 u to 1k	196,870	.00
	Over 1 k u to 2k	325,730	18.20
Zone 2	U to 10	93,070	5.20
	Over 10 u to 20	1 16,330	6.50
	Over 20 u to 50	1 41 ,390	7.90
	Over 50 u to 100	161 ,080	9.00
	Over 100 u to 25	182,550	10.20
	Over 250 U to 500	200,450	11.20
	Over u to 1k 500	273,830	15.30
	Over 1k u to 2k	436,700	24.40

LETTER DOMESTIC

ZWL\$

U to 20	28,640	1.60
Over 20 u to 100	41, 1 60	2.30

Over 100 u to 250	51 ,900	2.90
Over 250 u to 500	60,850	3.40
Over 500 u to 1k	76,960	4.30
Over 1k u to 2 k	91 ,280	5.10

2.0 LETTERS INTERNATIONAL

Zone 3	Up to 10g	1 10,960	6.20
	Over 10 u to 20	137,810	7.70
	Over 20 U to 50	1 57 ,500	8.80
	Over 50 u to 100	1 78,970	10.00
	Over 100 U to 250	200,450	11.20
	Over 250 U to 500	225,510	12.60
	Over 500 u to 1k	332,890	18.60
	Over 1k u to 2k	560, 90	31.30

3.0 DOMESTIC PARCELS

ZWL\$

1 kg	105,590	5.90
Each additional k	32,220	1.80

4.0 INTERNATIONAL PARCEL

ZWL

US

Zone 1 (Africa)	298,890	16.70
Zone 2 (Europe)	374,060	20.90
Zone 3 Rest of the World	445,650	24.90

5.0 SMALL PACKETS DOMESTIC

Weight Step

ZWL\$

US

0 up to 500g	55,480	3.10
Over 500 up to 1 kg	76,960	4.30
Over 1 kg up to 1.5kg	98,440	5.50
Over 1.5k u to 2 k	1 27 *070	7.10

6.0 SMALL PACKETS INTERNATIONAL

Weight Step	All figures in (ZWL\$) and US\$					
	Africa		Euro e		Rest of the World	
	ZWL\$	US	ZWL		ZWL	US

0 up to 100g	107,380	6.00	121,700	6.80	134,230	7.50
Over 100 up to 250g	182,550	10.20	239,830	13.40	295,310	16.50
Over 250 up to 500g	245,200	13.70	304,260	17.00	361,530	20.20
Over 500 up to kg	304,260	17.00	366,900	20.50	427,750	23.90
Over 1 kg up to	366,900	20.50	425,960	23.80	488,600	27.30

Zone 1 Africa

Zone 2 Europe

Zone 3 Rest of the World

7. Additional charges payable in respect of postal articles incorrectly posted or on which the postage is unpaid or insufficiently prepared.			
1. Surcharge on a postal article on which postage is unpaid or insufficiently		An amount calculated in terms of the formula laid down by the Universal Postal Convention	
A. Letters and postcards posted in Zimbabwe addressed to any country or posted Country addressed to Zimbabwe.		in any	
B. Correspondence sent to other countries by airmail on which not less than the postage had been prepaid.		two-thirds of	
C. Correspondence addressed to a place within Zimbabwe.			
2. Surcharge on a postal article addressed to an address containing an article addressed to a different address.		An amount equal to the postage of the article.	
3. Surcharge on a postal posted in a posting box		US\$1.70	30,430
Handling fees		US\$ 0.25 per item	4,470
Registration			
	Charge for a postal article registered-		
	(a) Addressed to any country outside Zimbabwe	US\$18.70	334,680
	(b) Addressed to a place within Zimbabwe (1) For no value or registered for a value not exceeding (2) More than US\$100.00 but not exceeding US\$200.00	US\$6.10 7.5% of amount	109,170
	Charge for the compulsory registration of a postal article	NIL	

	If the postal article is opened in the presence of the officer delivering it and found not to contain any enclosure which would render it liable to compulsory Registration,	US\$6.10	109,170
	(b) In any other case.		

2	Charge for any acknowledgement of receipt of a registered article	US\$4.50	80,540
3	<u>Charge for any inquiry as to the loss or non-delivery of a registered article</u>	US\$4.50	80,540
	Charge for an embossed Registered envelope	US\$6.10	109,170
5. Search Fee		US\$10	164,040
8. PARCELS			
Insurance	US\$0,80	14,320	
(1) Charge for an insured parcel:-	10% of amount		
(a) In case of a parcel addressed to a place within Zimbabwe	US\$0,80	14,320	
For not more than US\$100.00	10% of amount		
For an amount over US\$100.00 up to US\$600.00			
(b) In case of parcels addressed to any country , with which there is an agreement for exchange of insured parcels			
For not more than US\$100.00			

For an amount over US\$100.00 up to US\$600.00			
2. Charge for an enquiry , on the loss or non-delivery of an insured postal article	US\$4.50	80,540	
3. Charge for an advice of delivery , of an insured Parcel	US\$6.10	109,170	

Charge for C.O.D parcels	Appropriate postage plus handling fees or US\$5.00 per parcel	89,490	
9. BOX AND BAG RENTAL PER YEAR (ZWL\$ /US\$)			
			ZWL\$
CBD	Individual (Small)	48.00	859,080
	Individual (Large)	60.00	1,073,850
	Corporate (Small)	60.00	1,073,850
	Corporate (Large)	72.00	1,288,620
2. Urban Boxes	Individual (Small)	36.00	644,310
	Individual (Large)	48.00	859,080
	Corporate (Small)	48.00	859,080
	Corporate (Large)	60.00	1,073,850
3. Rural Boxes	Individual (Small)	10.00	178,970
	Individual (Large)	24.00	429,540
	Corporate (Large)	36.00	644,310
4, Bags	CBD	72.00	1,288,620
	Urban	60.00	1,073,850
		36.00	644,310
5.Boxes rented in conjunction with bags	CBD	120.00	2,147,690
	Urban	100.00	1,789,750
		48.00	859,080
6. Satellite Boxes	CBD	120.00	2,147,690
	Urban	100.00	1,789,750
		48.00	859,080
10. PENSIONERS FOR BOXES RENTALS			

	Discounted by		
	50%		
		ZWL\$	
a)Charge for the supply of a new lock and two keys to a box	10.00	178,970	
b)Charge for extra two keys supplied for a private box	10.00	178,970	
c)Charge for the conveyance of a Private Bag on route using NRZ, or any other private contractor:	10.00	178,970	
d)Charge for supplying a private mailbag with nameplate, lock and keys	50.00	894,870	
e)Charge for supplying a private mailbag with nameplate, lock and keys and a pouch.	55.00	984,360	
f) <u>Charge</u> for supplying a private mailbag with a nameplate		805,390	
g)Charge for supplying a padlock and keys	15.00	268,460	
h)Charge for a mail bag	35.00	626,410	
h)Charge for a mail bag	35.00	626,410	
NB:	A Schedule on Classification of Post Offices is attached as Annexure .		
1 1.	MISCELLANEOUS POSTAL CHARGES (ZWL\$)		
		US\$	ZWL\$

1	Charge in respect of the domestic use of business reply envelopes, cards and folders (a) Annual Fees	138.50	2,478,800
	(b) For a period commencing on any date from 1st of each month and ending on the 30 th or 31 st (per month)	14.50	259,510
2	(a) Charge in respect of internal business reply envelope, card or folder transmitted without payment postage.	O,60C handling fees	10,740
	Annual Fee	138.50	2,478,800
	For a period commencing on any date from 1st February and ending on the 31st	14.50	259,510
	December (per month)	5.80	103,810

3	For every item replied to, destined for any country in Africa.	11.50	205,820
(a)	For every item replied to, destined for any country in Europe and Scandinavia.	11.50	205,820
	For very replied to, destined for any country in any other part of the world.		
	Charge for registration of a Franking Machine:	144.30	2,582,600
	Annual Fees	15.00	268,460
	For a period commencing on any date from 1st February and ending on the 31st <u>December</u> (per month)		
	Charge for the alteration or cancellation of the trade charge after posting	15.00	268,460
	Charges for the certificate of posting or certificate of Receipt of posting for postal articles	15.00	268,460
	Demurrage Charge on a postal article held at a Post Office awaiting delivery: (a) In excess 30 days	3.00	53,690
1 7. Charge for making an inquiry as to the loss or non-delivery of a postal article.		15.00	268,460
8. Charge to addressee in respect of a postal article received from outside Zimbabwe:		10.00	178,970
(a) If any duty or tax imposed by the Customs and Exercise.		Nil	
If no duty or tax imposed by the Customs and Exercise Act (Chapter 23:02) or the Sales <u>Tax Act (Chapter 23:08)</u> is assessed as being payable thereon.			

9. Charge for the registration of a newspaper per calendar year	360.00	6,443,080
10. Charge for the re-direction by Zimpost of postal articles for 3 months	30.00	536,920
11. <u>Charge for search</u> of a lost original Post Office receipt	37.50	671,150
12. Handling fee on taxed letters (per item)	2.00	35,790
13. Uri-addressed Direct Mail:	1.20	21,480

8

(a) Intended for Private Box Delivery (UDMb)	1.50	26,850
(b) Intended for Street Delivery (UDMs)	3.80	68,010
(c) Entries Gathering (EGS)		
14. Placing of a Poster on Post Office Notice Board (Monthly)	15.00	268,460
12. MAILROOM SERVICE RATES		
Service Cate	or (US\$)	
Printing (per page)	2.00	35,790
Photocopying (per page)	2.00	35,790
Envelopes B4/C4 (Each)	1.50	26,850
Registration (Local)	6.10	109,170
Postage rate (up to 20g)	1.70	30,430
Postage rate (20 to 100g)	2.30	41,160
Postage rate (100 to 250g)	2.90	51,900
Handling (First Insert)	1.50	26,850
Handling (Each additional Insert)	1.30	23,270
Addressing (Per Envelope)	1.30	23,270
13. REVIEW OF PRESENTATION TO CUSTOMS AND CLEARANCE CHARGES FOR		
INTERNATIONAL ITEMS		

		Charge for dutiable and non-dutiable items US\$	
Letters 0-1 k		2.00	35,790
Parcels 1-2k		4.00	71,590
M-Bags/Parcels 2k	and above	5.00	89,490

Weight (kg)	EMS/FPS rates (USD\$)	EMS/FPS rates (ZWL\$)	EMS/FPS rates (USD\$)	EMS/FPS rates (ZWL\$)
KG	Zone A	Zone A	Zone B	Zone B
1-10	5	\$89,487.25	7	\$125,282.15
11-20	10	\$178,974.50	15	\$268,461.75
21-30	15	\$268,461.75	20	\$357,949.00
31-40	20	\$357,949.00	25	\$447,436.25
41-50	25	\$447,436.25	30	\$536,923.50
51-60	30	\$536,923.50	35	\$626,410.75
61-70	35	\$626,410.75	40	\$715,898.00
71-80	40	\$715,898.00	45	\$805,385.25
81-90	45	\$805,385.25	50	\$894,872.50
91-100	50	\$894,872.50	55	\$984,359.75
60-70	55	\$984,359.75	60	\$1,073,847.00
80-90	60	\$1,073,847.00	65	\$1,163,334.25
90-100	65	\$1,163,334.25	70	\$1,252,821.50

15. POSTCARGO RATES (101-2999KGS)		
Over 100kgs		
Zone A		
	Minimum Charge First 100kgs	Rate/kg in addition above the minimum weight
101-1000	65	0.50 per additional kg
1001-1500	65	0.45 per additional kg
1501-2000	65	0.45 per additional kg

1501-2000	70	0.45 per additional kg
2001-2999	70	0.40 per additional kg
2001-2999	65	0.40 per additional kg
Zone B		
	Minimum Charge First 100kgs	Rate/kg in addition above the minimum weight
101-1000	70	0.50 per additional kg
1001-1500	70	0.45 per additional kg

10

NB: The accounting procedures for inbound items presented to customs remain the same.

Members of staff are encouraged to maintain excellent customer care and high level professionalism when dealing with our clients/partners in order to ensure fruitful long term business relationships.

For any clarifications, contact the Acting Mail Freight and Logistics Manager Mrs Esmah Moyo(0773 645 875)

The Sales Executive Mail Services, Mr Danai Dube on 0776 290 528/ 04-783585-94,

The Sales Executive Freight and Logistics, Mr Admire WazulU on 0774 626 480/ 04-783585-94,



V. Sigauke
Acting General Manager
Operations

Postal Managers/Controlling Officers are expected to bring the contents of this circular to the attention of all staff within their jurisdiction.

Marketing and

Distribution to all Post Offices, Sub Post
Offices, Postal and Telegraphic Agencies.

Zimpost

Harare,
March 2024