



# GOVERNMENT GAZETTE

## OF THE

# REPUBLIC OF NAMIBIA

N\$6.00

WINDHOEK - 20 September 2021

No. 7640

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## General Notice

### NAMIBIA POST LIMITED

No. 524

2021

#### ALTERATION OF POSTAL FEES, RATES OR CHARGES AND SERVICE FEES IN RESPECT OF SAVINGS BANK TRANSACTIONS

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 -

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

with effect from 1 October 2021 as set out in the Schedule hereto.

**F. F. HANGULA**  
**CHIEF EXECUTIVE OFFICER**

Windhoek, 6 September 2021

## SCHEDULE

### Domestic Postal Tariffs 2021/2022

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

Product Group & Description	Product	2021/2022
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.	<b>Standard - up to 50g</b> DL maxi 120 x 235mm	5.30
	<b>Non-Standard</b> Min C5 - 229 x 162mm Max B4 - 353 x 250mm	15.70
Printed Matters		
Rolled or enveloped (open at a corner) and plastic wrapped addressed newspapers and booklets	Up to 250g	15.70
	251g up to 500g	22.40
	501g up to 750g	26.40
	701g to 1kg	32.70
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)	49.00
	Cancellation or change in trade charges	27.10
PO Box Rentals		
Postal Addresses	<b>Small Boxes - up to 20dm</b> (Windhoek Post Office)	440.30
	<b>Small Boxes - up to 20dm</b> Rest of Namibia	400.10
	<b>Large Boxes - up to 30dm</b> (Windhoek Post Office)	714.20
	<b>Large Boxes - up to 30dm</b> (Rest of Namibia)	651.10
	Pensioners Boxes - Windhoek Post Office	350.50
	Pensioners Boxes - Rest of Namibia	350.50
	Farmers Private Bag	414.20
	Business Private Bags	1,140.40
	GRN & Public Enterprises Private Bags	1,375.40
Redirection of Mail		
The redirection of mail items to an alternative address for the first 3 months of service	Domestic	160.80
	South Africa	246.60
Information Mail		
Unenveloped, unaddressed information/ advertising item comprising one sheet of paper folded to A5 size	Pamphlets	0.80
Unenveloped, unaddressed, rolled or folded information/advertising item. Also unaddressed promotional DVD's.	Brochures	0.80
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	0.80
Photocopy Charges		
	A4 Loose Paper	1.40
Fax, Scan & Email Rates		
	Scan & Email Per A4 page	9.80

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	36.10
Registered item not handed in at counter (posted out of course)	Compulsory Registration	72.10
Confirmation that a postal article was delivered	Advice of Delivery of Postal Article	15.80
Storage of parcels	Storage fee per day after 14 days of notification.	5.70
With the BRS, businesses can offer their customer or prospective customers the incentive to reply without having to pay postage.	Business Reply Services	Free
	Enquiry Fees	Free
Business Mail Delivery: Monthly delivery and pick up of mail items on behalf of clients.		820.90
	Custom Clearance Fee for non-dutiable parcels	20.00
	Custom Clearance Fee for dutiable parcels	70.00
Stationery		
Postage-included envelopes are available at all Post Office outlets	Padded Envelope (Small)	6.30
	Padded Envelope (Medium)	10.00
	Padded Envelope (Large)	13.00
	Prepaid Envelopes	6.20
	Prepaid Window Envelope (Small)	6.20
	Prepaid Window Envelope (Medium)	6.20
	Prepaid Window Envelope (Large)	19.10
Vault Items (Accessories)		
	Private Bags Lock	242.40
	Private Bag Name Plates	79.40
	PO Box Lock & Key	129.20
Postal Order Commission		
	N\$1.00	1.00
	N\$2.00	1.00
	N\$4.00	1.10
	N\$5.00	1.50
	N\$10.00	3.20
	N\$20.00	6.50
	N\$50.00	15.90
	N\$100.00	26.10
	N\$200.00	52.00
Money Order Commission		
Namibia	N\$1 - 500	65.50
<i>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.</i>	N\$501 - 1000	110.30
	N\$1001 - 1500	155.00
	N\$1501 - 2000	199.80
Money Order Commission		
Lesotho , Swaziland , RSA , Botswana	N\$1 - 500	81.90
	N\$501 - 1000	133.80
	N\$1001 - 1500	185.50
	N\$1501 - 2000	237.20

Money Order Commission		
<i>Malawi , Mozambique , Zambia , Zimbabwe, Kenya ,Mauritius , Sri Lanka , Canada , Switzerland , St. Helena , India , Malaysia , Ireland , Netherland ,Italy , Germany , USA , Brazil , and Singapore</i>	N\$1 - 500	262.80
	N\$501 - 1000	497.20
	N\$1001 - 1500	728.20
	N\$1501 - 2000	962.80

### Domestic Postal Tariffs 2021/2022

#### Parcels Tariffs

	Zone A	Zone B	Zone C
	(0 - 250Km)	(251 - 700Km)	(Above 700Km)
<b>Parcels (up to)</b>			
1 kg	34.50	50.20	62.90
2 kg	38.10	55.60	66.20
3 kg	60.70	88.60	110.90
4 kg	62.00	90.50	114.00
0-5 kg	64.40	92.80	116.00
6 kg	68.60	97.80	122.40
7 kg	77.10	110.00	133.90
8 kg	80.90	122.20	141.40
9 kg	91.60	130.50	152.90
10 kg	94.10	140.50	164.30
11 kg	102.60	146.60	170.80
12 kg	106.30	152.60	177.10
13 kg	112.50	158.60	183.50
14 kg	119.70	164.90	188.50
15 kg	124.70	177.10	207.60
16 kg	128.20	183.00	214.00
17 kg	134.30	189.20	219.20
18 kg	140.50	201.40	225.40
19 kg	146.60	207.60	231.80
20 kg	158.60	213.70	244.50
Add / Kg	8.00	10.60	11.70

#### Note : Insurance

- 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 2021/2022

#### Airmail Tariffs

Rest of the world - day of posting plus 5 days

Product	Category	2021/2022
Letters per 10g		
SADC except Madagascar	Zone A	8.60
Rest of Africa & Europe	Zone B	9.90
Rest of the World	Zone C	11.50

Printed Matter per 10g		
	Zone A	8.40
	Zone B	10.50
	Zone C	10.50
Aerogram and Postcard		
	Zone A	9.70
	Zone B	9.70
	Zone C	9.70
Small Packages per 100g		
	Zone A	51.80
	Zone B	58.30
	Zone C	72.70
Parcels		
	<b>Zone A</b>	
For the first	250g	304.00
each additional	250g	38.20
	<b>Zone B</b>	
For the first	250g	371.70
each additional	250g	72.40
	<b>Zone C</b>	
For the first	250g	473.80
each additional	250g	167.10

### Express Mail Service

	2021/2022		
ZONES	A	B	C
	SADC	West Africa & Europe	Rest of World
Documents			
0.5 kg	311	397	416
Merchandise (Parcels)			
1 Kg	447	567	672
2 Kg	501	656	807
3 Kg	562	739	911
4 Kg	631	831	1,023
5 Kg	710	932	1,150
6 Kg	870	1,144	1,408
7 Kg	978	1,285	1,584
8 Kg	1,098	1,443	1,780
9 Kg	1,234	1,622	1,999
10 Kg	1,387	1,823	2,245
11 Kg	1,552	2,042	2,516
12 Kg	1,739	2,287	2,816
13 Kg	1,947	2,559	3,154
14 Kg	2,181	2,868	3,533
15 Kg	2,440	3,211	3,957
16 Kg	2,735	3,597	4,434
17 Kg	3,062	4,027	4,964

18 Kg	3,429	4,510	5,559
19 Kg	3,841	5,051	6,226
20 Kg	4,302	5,657	6,974
21 Kg	4,816	6,336	7,811
22 Kg	5,396	7,097	8,748
23 Kg	6,043	7,949	9,797
24 Kg	6,768	8,903	10,973
25 Kg	7,579	9,972	12,291
26 Kg	8,489	11,168	13,764
27 Kg	9,505	12,508	15,415
28 Kg	10,647	14,009	17,265
29 Kg	11,925	15,689	19,338
30 Kg	13,355	17,572	21,658

### Nampost Savings Bank FEES 2021 - 2022

TRANSACTION FEE DESCRIPTION	Fee 2021 - 2022
<b>CALL ACCOUNT</b>	
First N\$ 2000 cash deposit per month	no charge
Cash Deposit fee ( > N\$ 2000) N\$ 1.40/100 excl vat no max	N\$ 1.40/100 excl vat no max
Investment statement fee other than normal monthly	13.85 per page
<b>SWIFT PAYMENTS</b>	
Outward payments	0.50% of amount with a minimum of N\$110 and maximum of N\$550
Inward payments	0.50% of amount with a minimum of N\$100 and maximum of N\$500
<b>SMART CARDS</b>	
<b>CARD REPLACEMENT</b>	
Lost/Damaged Card Admin Fee	120.00
<b>CLOSE ACCOUNTS</b>	
All Card accounts	Free
Account closures- Estate	100.00
<b>MANAGEMENT FEE (MONTHLY)</b>	13.57
<b>STATEMENT (OTHER THAN NORMAL)</b>	13.85 per page
<b>Individuals</b>	
Cash deposit fee ( N\$ 1 - N\$ 1000)	N\$0.80/N\$100
Cash deposit fee ( N\$ 1,000 - More)	N\$1.37/N\$100 max N\$3,000 (Excl. VAT)
<b>Business accounts</b>	
Cash deposit fee	N\$1.86/N\$100 max N\$ 5,000 (Excl. VAT)
<b>CASH WITHDRAWAL FEES</b>	
Cash withdrawal fee (In Branch)	1.5% of amount with a min. of N\$15 & max of N\$ 100
<b>OTHER SERVICES</b>	
Internal Debit Order	10.00
Stoporders	10.00
Debit orders	20.00
Funeral Policy	9.99
<b>CARD TO CARD MONEY TRANSFERS</b>	
Money Transfer Fee @ NamPost Branches	7.65

<b>3RD PARTY ACCOUNT PAYMENTS</b>	
3rd Party Account Payments @ NamPost Branches	10.97
<b>TRANSFERS</b>	
Transfer between Savings and Transactional accounts	7.65
<b>SALE TRANSACTION FEE</b>	
Transaction Fee On Sales (POS/SWIPE)	5.00
<b>ENQUIRIES</b>	
Balance enquiry at NamPost branches	1.40
Mini Statement at NamPost branches	1.40
<b>ATM TRANSACTIONS</b>	
Withdrawal at other bank's ATM N\$ 0 - N\$ 500	3% Flat Fee (min N\$15.00-no max)
Withdrawal at other bank's ATM N\$ 501 - N\$ 1200	3% Flat Fee (min N\$15.00-no max)
Withdrawal at other bank's ATM N\$ 1201 - N\$ 1500	3% Flat Fee (min N\$15.00-no max)
Withdrawal at other bank's ATM N\$ 1501 - N\$ 2000	3% Flat Fee (min N\$15.00-no max)
Balance enquiry at other bank's ATM	2.70
Declined Cash request	5.00
<b>WAGE FEE</b>	
Processing fee (Salary & Others)	18.43