

Security Information

Please note the following **IMPORTANT SECURITY INFORMATION** when sending a shipment via the International Courier Service.

Prohibited items:

The below items are not acceptable for transport under the International Courier Service under any circumstances

Firearms (parts or ammunition) & Replica Firearms (including toys) Liquids (of any kind including water, alcohol, gels, creams, aftershaves and perfumes) Aerosols (of any kind including saline solution, cosmetics) Infectious Substances (including medical samples, biological samples or serums) Corrosive Substances (including acids and batteries) Flammable Substances (including matches, lighters) Toner & Ink Cartridges (separately packed or in printers) Explosive Substances (including fireworks, gas cylinders, ammunition or crackers) Acetone, Aluminium Chloride, Animals, Animal Products, Antiques, Arsenic, Asbestos, Batteries including lithium-ion batteries (individually or as part of an electric device), Benzene, Beryllium, Blasting Caps, Bromates, Bullion, Butane, Calcium Carbide, Carbon Dioxide, Cash of any currency, Caustic Soda, Cellulose, Chlorates, Chlorine, Cleaning Fluids, Corrosive Fluids, Corrosive Paint Remover, Cyanide, Debit/Credit Cards and Blank Cheques, Drugs and Pharmaceutical products, Dry Ice (Solid Carbon Dioxide), Ethane, Fibreglass Compounds, Fine Art, Fire Extinguishers, Fissile Material (Uranium 235 etc.), Flares, Flowers, Fluorine, Furs, Fuses, Gasoline, Hazardous or combustible material (as defined in the regulations of the International Air Transport Association (IATA)), Human remains including ashes, Hydrochloric Acid, Hydrogen, Igniters, Illegal narcotics, Industrial Diamonds, Ivory, Jewellery, Watches and costume jewellery in excess of €250, Lighter Fuel, Luggage, Magnetised material, Matches, Medical samples, Mercury, Mercury Salts, Metallic Magnesium, Methane, Mustard Gas, Negotiable instruments, Neon, Nitrates, Nitrobenzine, Nitrocellulose Film, Nitrogen, Nitrogen Dioxide, Nitroglycerine, Nitric Acid, Paint Remover, Paint Thinner, Paraffin, Pathogenic Material, Perchlorates, Perishable items, Permanganates, Peroxides, Petroleum, Phosphorous, Plants and plant products like cotton (seeds and tobacco), Pornography, Potassium, Precious metals including bullion, Propane, Radioactive Waste Material (Uranium or Thorium Ores etc.), Rat Poison, Selenide, Serum, Sodiums, Sodium Hydride, Solvents, Sulphuric Acid, Vaccines, Works of art, Zinc Powder or any item(s) the carriage of which is prohibited by law, regulation or statute of any federal, state or local government of any country to or through which the shipment may be carried.

Russia & China - business to business shipments only permitted (i.e. no shipments from private addresses to private addresses or business addresses to private addresses).

Shipments may be subject to inspections. For further information please visit anpost.com/internationalcourier

Weight and Price Guide

Weight	Zone 2 Great Britain	Zone 2 Europe EU	Zone 3 Europe EU	Zone 3 Europe Non EU	Zone 4 Rest of World*	Zone 5 Australia, New Zealand & South America
100g	€41.00	€46.00	€46.00	€51.00	€52.00	€52.00
250g	€41.00	€46.00	€46.00	€51.00	€52.00	€52.00
500g	€41.00	€46.00	€46.00	€51.00	€52.00	€52.00
1kg	€42.50	€62.50	€62.50	€66.00	€67.00	€67.00
1.5kg	€45.00	€66.50	€66.50	€70.50	€71.50	€71.50
2kg	€47.50	€70.50	€70.50	€75.00	€76.00	€76.00
2.5kg	€50.00	€74.50	€74.50	€79.50	€80.50	€82.00
3kg	€52.50	€78.50	€78.50	€84.00	€85.00	€90.00
3.5kg	€55.00	€82.50	€82.50	€88.50	€89.50	€98.00
4kg	€57.50	€86.50	€86.50	€93.00	€94.00	€106.00
4.5kg	€60.00	€90.50	€90.50	€97.50	€98.50	€114.00
5kg	€62.50	€94.50	€94.50	€102.00	€103.00	€122.00
Each Additional 1kg (max 20kg)	€2.75	€6.50	€9.00	€9.50	€12.00	€16.00
Delivery Time	1 day	1 day	1 day	1-3 days	1-5 days	1-5 days

* Excluding Australia, New Zealand and South America

- Please note that service levels may differ by Post Office - ask at the counter for more details regarding delivery times.
- Prices include VAT at 23% where appropriate and fuel surcharge.
- Please note some items may be prohibited or subject to restrictions; see overleaf for further details.
- If you are sending unusually shaped items (e.g. Golf Clubs, Poster Tubes), volumetric pricing may apply.

Volumetric weight (in kg) =

$\frac{\text{Length} \times \text{Width} \times \text{Height (cm)}}{5,000}$

5,000

Please note that you will be charged the heavier of the volumetric or actual weight of your shipment.

Additional services

Please note that we also offer a **Pre 9am** and **Pre 12pm** delivery service from certain Post Offices for an additional fee. Check with your local Post Office.

Important Information

An Post and DHL are committed to providing the highest standard of service and we would like to draw your attention to some important information below:

Delivery Times

The International Courier Service is a time certain guaranteed worldwide service for documents and parcels. The International Courier Service offers a unique guarantee, delivery within the published transit times or your money back. This Guarantee does not apply where delays occur as a result of Customs intervention or Force Majeure events.

Please Note:

Collections are not made on weekends and Public Holidays.

Tracking

Tracking your shipment is simple and fast with our online tracking service. Simply visit anpost.com/track and enter your An Post tracking number (located on your receipt). Please note that there may be a delay in shipment information becoming available online.

Taxes & Duty

Deliveries outside the European Union (EU) can be liable to the destination countries' local Duties and Taxes; the recipient is liable for these local charges. Neither An Post nor DHL Express Ireland Limited are liable for the payment of any local Customs Duties and Taxes. It is the responsibility of the recipient to pay these local charges. Failure to do so could result in the shipment being confiscated or abandoned by the local customs authorities.

Terms & Conditions

By using the International Courier Service the user agrees to An Post Terms & Conditions. They are available on anpost.com

Liability

The insured value of your item is based on the declaration made at the time of posting and will not exceed the limit of €350 as per the terms and conditions of this service.

Please Note:

When sending goods outside the European Union, a completed customs invoice is required which should include a full description and value of contents. Your An Post teller will process this for you at the counter but you will need to supply the description and value of contents.

International Courier Service

The quickest way to send documents and parcels worldwide from your local Post Office.

EO158880 07/23



an post

For your world

International Courier Service



Experience a simple, secure and swift way to send documents or parcels, to anywhere in the world using our new International Courier Service from your local Post Office.

Simple to Ship

Drop your document or package (pre-prepared for sending - but NOT sealed) into your local Post Office.

Simply complete the **attached shipping information form**, pay at the counter and that's it - simple.

REMEMBER!

Please ensure you have the correct postcode or zip code for the destination address and a contact telephone number for both the sender and the receiver.

Simple Pricing

Once all of your items are packed away, you then pay one simple price based on the weight of your document or parcel and the delivery location. You can then pay by cash or debit card - it's that simple! See overleaf for an easy to use weight and price guide.

Secure and Strong Packaging

For your convenience, An Post offers a range of strong and secure envelopes and packaging for all your delivery needs.

Contact us:

Telephone: **01 705 7600**

Website: **anpost.com/internationalcourier**

Track your item at **anpost.com/track**

Shipping information form To be completed by the sender

Where is Your parcel going? (Receiver's Details)

Receiver's name

Address Line 1

Address Line 2

Address Line 3

City

Country/Province/State

Postal/ZIP Code

Country

Recipient's contact mobile no.

Recipient's number **MUST** be a local number at the shipment destination.*

What is in Your parcel? (Shipment Content)

Please list each item in the box on a separate line	Quantity	Value of Item (€)
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Total declared value for Customs: €

The insured value of this item is based on the declaration made at the time of posting and will not exceed the limit of €350 as per the terms and conditions of this service.

Your details (Sender's Details)

Your name

Address Line 1

Address Line 2

Address Line 3

City

Country

Your mobile phone no. (sender)

POST CODE

Email

Signed:

Date:

By signing this I am agreeing to the terms and conditions of carriage and confirm my shipment does not contain cash, dangerous goods, or prohibited items.

Please note: Please complete the form using **CAPITALS**

Details in **BOLD** type indicate a required field.

Contact details for the recipient preferably will be a local number and **not** an Irish mobile, if there is no alternative the item may incur a delay.

* Please refer to list of prohibited and restricted items.

Please note: The sender is responsible for ensuring the contents meet all shipping regulations.

The receiver may have to pay any applicable local tax or duty.

If you have a Commercial or Pro Forma Invoice, please attach it to this document.

Next steps: Once you have completed all required sections of this form, please hand it to a member of staff so the correct shipping documents can be created.

Data Protection: An Post is the Data Controller for all Personal Data supplied by you on this form and will only use your personal data for the administration of the international Courier Service.