



Pricing Service Price List starting from October 1, 2017

This price list for Pricing services of Posti Ltd (hereinafter "Posti") is valid from October 1, 2017.

The tariffs and rates in this price list are quoted excluding VAT, unless otherwise stated. VAT valid at the time will be added to prices during invoicing. The Pricing service adds prices to letters on your behalf. The items will mainly be priced on the business day following the mailing.

A separate agreement is signed concerning the service.

Mailing instructions: Sort items into bundles by item types according to the Pricing service mailing instructions.

Place the work order form for each transport unit / mailing batch on top.

Note: Please bundle small batches with care, e.g. with rubber bands, so that the bundle does not fall apart during transport. Either leave the items at a postal outlet or order a pickup, subject to charge, at www.posti.fi/pickup-order.

Basic fees

In addition to postage fees, the Pricing service customer will be charged the following:

- Establishment fee (new customers) **EUR 55.00/establishment**
- Monthly usage fee **EUR 24.70/month**
- Establishments fee of the Information **EUR 43.00/order**
- Monthly usage fee of the Information **EUR 6.15/month**
- Service fee for pricing service work 10% of the final sum of postage fees
- Work order fee **EUR 15.00/per each work order**
- Service fee for each work order 10% of the final sum of postage fees

DOMESTIC LETTERS

- minimum size 90 x 140 x 0.2mm
- maximum size 250 x 353 x 30mm
- maximum weight 2kg

If the domestic letter item's width, length, or thickness exceeds the size of 250 x 353 x 30mm, the item will be handled and invoiced as an item with an additional Maxi Size service or as a parcel.

Posti Pricing Service Letter

Mailing size	EUR/item	EUR/kg
1 -	0.7059	5.9262
50 -	0.6116	5.1120

Additional Services

COD

As a financing service, COD is exempt from VAT. Maxi Size additional service can be added to Cash On Delivery. Maximum weight is 500g.

The COD charge will not be refunded if the item remains uncollected. The maximum COD amount is EUR 2,000.

Address labels can be printed out using the Posti's printing software or equivalent markings can be produced according to separate instructions.

- As a deposit **EUR 5.00/item**

Maxi Size

- minimum size item's width, length, or thickness exceeds the size of 250 x 353 x 30mm
- maximum size length + width + thickness combined 900mm, maximum length 600mm
- in roll form length + double diameter combined 1,040mm, maximum length 900mm
- maximum weight 2kg, the maximum weight for a Maxi Size COD letter item is 500g

Items exceeding the maximum weight will be handled and priced as parcels.

- Maxi Size **EUR 4.50/item**

SENDING VALUABLE ITEMS IN FINLAND

Posti Registered Letter

Use a Posti Registered Letter when you need a proof of mailing the item.

A Registered Letter includes Item Tracking. When mailing an item, you will be given a receipt furnished with a unique item ID. The receipt may also be in electronic form.

Address label for a Posti Registered Letter

Please furnish these items with a Posti Registered Letter address label that can also be printed out using the Posti's printing software. Equivalent tracking markings can also be produced according to separate instructions.

- minimum size 90 x 140mm
- maximum size 250 x 353 x 30mm

Max. weight g	EUR/item
100	4.55
250	6.76
2 000	8.65

Additional Services

- Handing over to the receiver personally **EUR 1.05/item**

Posti Letter with Advice of Delivery

Use the Posti Letter with Advice of Delivery when you need a receipt that the delivery has been received.

A Posti Letter with Advice of Delivery includes Item Tracking. You will be given a receipt furnished with a unique item ID as proof of both the mailing of a Posti Letter with Advice of Delivery and the handing over of the item to the recipient. The receipt indicates the time when the item was handed over and the person to whom the item was handed over.

Address Label for a Posti Letter with Advice of Delivery

Address Label for a Posti Letter with Advice of Delivery will be used for the items.

- minimum size 90 x 140mm
- maximum size 250 x 353 x 30mm

INTERNATIONAL LETTERS

- minimum size 90 x 140mm
- maximum size 250 x 353 x 30mm
- maximum weight 2kg

Posti Priority Letter International, Pricing service

	EUR/item	EUR/kg
Europe	1.04	14.48
Other countries	1.11	27.69

Posti Economy Letter International, Pricing service

	EUR/item	EUR/kg
Europe	0.68	9.55
Other countries	0.69	12.36

Max. weight g	EUR/item
100	6.11
250	8.65
2,000	10.82

Additional Services

- Handing over to the receiver personally **EUR 1.05/item**

Posti Insured Item

Use a Posti Insured Item when you need insurance coverage for your item.

Cash, securities, precious metals, gems, and other valuable items delivered through Posti must always be sent as Insured Items. An Insured Item includes Item Tracking, a separate secure handling and the handling as a fragile item. When mailing an item, the sender is given a receipt furnished with a unique item ID.

Address Label for an Insured Item

These items are to be furnished with an Insured Item address label that can also be printed out using the Posti's printing software.

Equivalent tracking markings can also be produced according to separate instructions.

- minimum size 90 x 140mm
- maximum size 1,000 x 600 x 600mm

Item pricing by weight class according to the insured value:

Max. weight g	Insured value	
	max EUR 5,000 EUR/item	EUR 5,001 – 15,000 EUR/item
100	7.72	9.92
250	8.82	10.97
2,000	14.89	20.40

Additional Services

- COD **EUR 5.00/mailing**
- Handing over to the receiver personally **EUR 1.05/item**

Sending Goods in a Letter outside the EU

Items addressed to a destination outside the European Union and to special areas outside the Excise Duty and Value-Added Taxation Area of the Union have to be accompanied by the CN 22 customs declaration if the value of the content is at most EUR 300. If the value of the content exceeds EUR 300, please only use the upper part of the CN 22 declaration and fill in the required number of CN 23 customs declarations. Customs declarations can be printed from our website. An item sent for commercial purposes should also be accompanied by other documents required by customs (commercial invoice or pro forma invoice). This applies to all letter items.

Additional Services

Maxi Size

Additional service for Posti Priority or Posti Economy Letter International

- minimum size item's width, length, or thickness exceeds the size of 250 x 353 x 30mm
 - in roll form length + double diameter combined 170mm, maximum length 100mm
- maximum size length + width + thickness combined 900mm, maximum length 600mm
 - in roll form length + double diameter combined 1,040mm, maximum length 900mm
- maximum weight 2kg, the maximum weight for a Maxi Size COD letter item is 500g
- to all countries **EUR 4.69/item**

Exprès

Additional service for Posti Priority Letter International.

Check the countries that are covered by Item Tracking at www.posti.fi. Mark Exprès Letters with Exprès bar code sticker that you can get from postal outlets. You can add Maxi Size additional service to an Exprès Item.

- to all countries **EUR 7.12/item**

SENDING VALUABLE ITEMS INTERNATIONALLY

Posti Registered Letter International

Use a Posti Registered Letter International when you need a proof of mailing the item.

Indications and Posting

Please use the address label for domestic Posti Registered Letter. Remove the notice of arrival from the address label. The address label can be printed with Posti's printing software. Posti Registered Letters International can be sent to any country.

Max. weight g	Europe EUR/item	Other countries EUR/item
100	8.59	12.94
250	9.12	13.58
2,000	22.97	34.46

Posti Letter with Advice of Delivery International

Use a Posti Letter with Advice of Delivery International when the recipient's signature is necessary.

Indications and Posting

Please append an international advice-of-receipt form (CN07) to items sent abroad in addition to the address label of a Registered Letter.

Max. weight g	Europe EUR/item	Other countries EUR/item
100	12.50	18.72
250	14.87	24.28
2,000	28.91	43.38

OTHER SERVICES AND RATES

Modifications to Information of an Item or Invoice Already Sent

By request of sender

- change of addressee's name/address
- altering the COD amount
- altering the account number (domestic service only)
- requesting the item's withdrawal
- altering a term of delivery (cancelling / adding delivery to addressee in person)
- delivering an item, originally collectable from the postal outlet, to the recipient (for domestic service only)
- modification of customer data on invoice
 - are subject to a charge of **EUR 13.38 /alteration**.

Charges for Other Tasks

A charge for additional work not included in the service

- agreed investigation
- unnecessary investigation
- additional services at the acceptance office
- other extra tasks
- extra waiting time during pick-up or delivery
- unnecessary pick-up or delivery attempt made on the basis of the order
- clarification of incorrect Business Reply Mail markings
 - are each subject to an hourly charge of **EUR 51.40**.

Copy of Dispatch Document or Invoicing Document

Available from Customer Service and subject to invoicing from the party requesting the copy.

- **EUR 8.08/document**

Inquiry

- **free of charge**

Charges Collected upon Invoicing

Invoicing Charge

An invoicing charge of **EUR 10.00** will apply if the ex-VAT sum total is less than EUR 100.00. VAT, based on the applicable tax band, will be added to the price.

Reminder Charges for Delayed Payment

Reminder charges for delayed payments amount to **EUR 8.00 / invoice**. VAT will be added to the price.

Penalty Interest

If the invoice is not paid by the due date indicated on it, penalty interest will be charged, as provided by the Interest Act, for the period after the due date.

Adhesive address labels

- **EUR 0.04 /item**

Paper invoice

- **EUR 5.24 /item**