



# **Letter, Direct Marketing and Publication Services – Contract Prices**

January 1, 2020

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# Letter, Direct Marketing and Publication Services – Contract Prices January 1, 2020

These Contract Prices of Posti Ltd (hereinafter Posti) are valid from January 1, 2020, and replace the Contract Prices of June 1, 2019.

## Value added tax

The tariffs and rates are quoted excluding VAT, unless otherwise stated. VAT valid at the time will be added to prices during invoicing.

No VAT is added to the tariffs and rates applying to mail addressed to the Åland Islands, special areas outside the European Union's excise and VAT zone and non-EU member states.

## General basis for discounts

The prices and pricing principles of the services are specified for each service later in this Price List or in service-specific price lists, customers' agreements or the price appendices of such agreements. Discounts are calculated from the list prices valid at any given time and are determined on a service-specific basis. The realization of the bases for discounts is monitored by Posti. If the bases differ from what has been agreed upon, Posti has the right to cancel any discount given/revise the discount level according to the actual level.

The main basis for discounts on domestic addressed letter and marketing items is the annual volume. The annual volume discount for letters requires a specific minimum volume of annual items in accordance with the agreement or its price appendix. A written agreement will be made in advance at the beginning of the agreement period on the planned mailing items and their estimated annual volume. The annual volume discount for Customer Direct requires a specific minimum annual volume of items, a separate agreement, an annual mailing plan and that the mailing plan is kept up to date. The mailing plan is submitted and updated through Posti's online service channel.

The main basis for discounts on Publication Services is the annual number of issues. This excludes the Publication service, which does not offer the discount in question. In the Daytime Publication Delivery service, discounts are also given based on the publication's local coverage rate. Qualifying for the discount requires a separate agreement, an advance annual order, keeping advance order information up to date and submitting a mailing plan via the online service channel offered by Posti. You can find out more about the bases for discounts on Publication Services on page 12.

## Further Information

Further information can be found at [www.posti.fi](http://www.posti.fi).

# DOMESTIC LETTER SERVICES

## Item Pricing

Depending on the service, the pricing of letters is based on the quantity, weight, size, recipient delivery area and processability of items as well as on the preparatory work done by the sender. The price also depends on the additional services used, the batch sizes and the mailing and payment methods used.

The selection of a payment and mailing method for letter items depends on the number of items or the need for using items.

Payment and mailing method	The number of items per day	Other factors affecting the choice
Invoicing on the basis of the mailing list	More than 100 items or large one-off batches	Product-specific mailing indication on the item.
Pre-Paid Envelope	More than 2 items or a varying number of items	Pre-order envelopes. Also convenient if your company operates in multiple locations around Finland.
Pricing Service	More than 20 items	You would like to delegate pricing to Posti.
Franking machine	More than 7 items	You would like to take care of pricing yourself.
A service account in Network's service channel	Rather a small number of items	An easy way to send electronic letters and e-invoices.
Creating and sending messages in the Kontakti web service	For individual or repeated small mailing batches	A quick, easy way to send cards, letters and advertisements.

## PRIORITY AND ECONOMY LETTERS

### Dimensions

#### Priority and Economy Letter

- minimum size 90mm x 140mm x 0.2mm
- maximum size 250mm x 353mm x 30mm
- maximum weight 2,000g

### Additional Services

	Posti Priority Letter	Posti Economy Letter
COD	x	x
Information Service, see page 24	x	x

### COD

1144

- **EUR 5.55/item**

As a financing service, COD is exempt from VAT.

The COD charge will not be refunded if the item remains uncollected.

The maximum COD amount is EUR 2,000.

Cash on Delivery can be ordered from the Posti SmartShip ordering channel.

### Posti Priority Letter

12907

Priority is usually delivered within two weekdays of the mailing date.

Mailing size	EUR/item	EUR/kg
1 -	1.2027	10.6887
600 -	1.1717	10.3153
10,000 -	1.1634	10.2044
30,000 -	1.1448	10.1371

## Posti Economy Letter

12909

Economy is usually delivered to the recipient within four weekdays of the mailing date.

Mailing size	EUR/item	EUR/kg
1 –	0.8026	5.5290
600 –	0.7682	5.2714
10,000 –	0.7309	5.2668
30,000 –	0.7198	5.2499

## Posti Pre-Paid Envelope

Make your mailing routines easier by using a Pre-Paid Envelope. The Envelope is immediately ready to use as the sender's contact details and payment indications have been printed on it.

The total price of the Pre-Paid Envelope is determined according to the postage fee and the envelope material and printing costs.

- the maximum weight of C/E4 envelopes is 500g and the maximum thickness 30mm (minimum order quantity 100 pcs)
- the maximum weight of C/E5 envelopes is 250g and the maximum thickness 30mm (minimum order quantity 100 pcs)

Postage for domestic deliveries	Priority Letter EUR/item	Economy Letter EUR/item
Envelope size C/E5	1.70	1.04
Envelope size C/E4	3.40	1.94

The above table shows the prices of the most commonly used pre paid envelopes, which are printed using two colors at the most and comprise 1,000 envelopes per batch. See more easy to use pre-paid envelope options at [posti.fi/pre-paid-envelope](http://posti.fi/pre-paid-envelope).

## STANDARD LETTERS

Standard Letter is the cheapest way to send standard-sized letters that are suitable for machine sorting. See more detailed information in the Guide to Machine-Sortable Items and in mailing instructions.

If the number of Economy Standard Letter items you need to send exceeds a million per year, please contact Posti Corporate Customer Service.

## Dimensions

### Standard Letters (C5)

- minimum size E6 (110mm x 156mm)
- maximum size C5 (162mm x 229mm)
- maximum weight 50g
- thickness 0,2–5mm

Items that do not meet the specifications for Standard Letters will be handled and invoiced as Priority or Economy Letters.

## Additional Services

	Posti Priority Standard Letter	Posti Priority Standard Letter Pro	Posti Economy Standard Letter Pro
Additional Handling		x	x
Information Service, see page 24	x	x	x

### Additional Handling

19235, 19750

- EUR 0.07/item

The pricing of Priority Standard Letter Pro and Economy Standard Letter Pro is affected by the correctness of the recipient's address information. If recipient information is not provided to the Sorting Service according to Posti's instructions, Additional Handling (subject to a charge) will be added automatically to Standard Letter Pro items.

## Posti Priority Standard Letter

12908

Priority Standard Letter is usually delivered to the recipient within two weekdays of the mailing date.

Mailing size	EUR/item
1 –	1.3855
600 –	1.2173

## Posti Priority Standard Letter Pro

19427

Priority Standard Letter Pro items are normally delivered within two weekdays of the mailing date or even on the following day.

The shipping of an mailing batch must be done through the Posti Sorting Service and the 2D code from the Sorting Service must be printed on the letters. More information: [posti.fi/sortingservice](https://posti.fi/sortingservice)

EUR/item	1.1656

## Posti Economy Standard Letter Pro

19190

Economy Standard Letter Pro is usually delivered to the recipient within four weekdays of the mailing date. If the batch size exceeds 25,000 pcs, the letters will be delivered within 2–3 days.

The shipping of an Economy Standard Letter Pro mailing batch must be done through the Posti Sorting Service and the 2D code from the Sorting Service must be printed on the letters. More information: [posti.fi/sortingservice](https://posti.fi/sortingservice)

Item pricing is based on the regional price defined by the recipient's postal code. If a customer uses an invalid postal code, the item addressed to that postal code will be invoiced according to area C. More detailed information is available from Posti Corporate Customer Service.

	Area A	Area B	Area C
EUR/item	0.3765	0.4136	0.8650

# SENDING VALUABLE ITEMS IN FINLAND

When you are sending valuable content in a letter, you can ensure the best protection and item-specific tracking by using services for valuable items. Depending on your needs, you can choose an Express Letter, a Registered Letter, a Letter with Advice of Delivery or a Posti Insured item. Print the address label from the Posti SmartShip ordering channel, and the item will immediately be trackable by both the sender and the recipient. A notice of arrival is sent to the recipient as an SMS or to the recipient's OmaPosti application or email address if the recipient's mobile phone number and email address have been recorded on the item.

Registered Letters, Letters with Advice of Delivery and Insured Items are only handed over to an identified recipient against a signature.

## Item Pricing and Payment Methods

Pricing is based on the weight of the items and, for a Posti Insured Item, on the value of the item. The total price also depends on the additional services used.

Registered Letters, Letters with Advice of Delivery and Insured Items can be ordered using the Posti SmartShip ordering channel.

The following payment methods can be used for the Express Letter:

- Posti SmartShip ordering channel
- invoicing on the basis of the mailing list (Port Payé)
- franking machine.

## Dimensions

### Express Letter, Registered Letter and Letter with Advice of Delivery

- minimum size 90mm x 140mm
- maximum size 250mm x 353mm x 30mm
- maximum weight 2,000g

### Insured Item

- minimum size 90mm x 140mm
- maximum size 1,000mm x 600mm x 600mm
- maximum weight 2,000g

## Additional Services

Additional services and their combinations	Posti Express Letter	Posti Registered Letter	Posti Letter with Advice of Delivery	Posti Insured Item
Saturday Delivery	x			
COD				x
Handing over to the Addressee in Person		x	x	x
Pickup reminder		x	x	x

### Saturday Delivery

17451

- EUR 10.50/item

### COD

1144

- EUR 5.55/item

As a financing service, COD is exempt from VAT.

The COD charge will not be refunded if the item remains uncollected.

The maximum COD amount is EUR 2,000.

Cash on Delivery can be ordered from the Posti SmartShip ordering channel.

# SENDING VALUABLE ITEMS IN FINLAND

## Handing over to the Addressee in Person

17452

- EUR 1.15/item

## Electronic notice of arrival

12831

- Pickup reminder by mail EUR 2.12 /item

Notices of arrival as an SMS or e-mail message or to OmaPosti application are free of charge.

## Posti Express Letter

19227, 19228

Use the Express Letter when the delivery is rushed.

Max. weight g	EUR/item
250	5.15
2,000	8.95

## Posti Registered Letter

16534

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

Max. weight g	EUR/item
250	5.79
2,000	9.39

## Posti Letter with Advice of Delivery

16535

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

Max. weight g	EUR/item
250	10.29
2,000	12.50

## Posti Insured Item

16536, 16537

Use a Insured Item when you need claims protection and special secure handling of fragile items.

Max. weight g	Insured value max EUR 5,000 EUR/item	Insured value EUR 5,001 – 15,000 EUR/item
250	11.79	16.99
2,000	19.39	28.99

## Pre-Paid Express Mail Envelopes

### Pre-Paid Envelope, Express Letters

Immediately ready to use as the sender's contact details, payment indications and item tracking code have been printed on it. The total price of the Pre-Paid Envelope is determined according to the postage fee and the envelope material and printing costs. More information at [posti.fi/pre-paid-envelope](https://posti.fi/pre-paid-envelope), price list at [posti.fi/prices-business](https://posti.fi/prices-business).

### Pre-Paid Express Mail Envelope (cardboard envelope)

Add the recipient's and the sender's details, attach the Express label and take the item to a Posti outlet. Prices: see the price list for cash services at [posti.fi/prices](https://posti.fi/prices).



# INTERNATIONAL LETTER ITEMS

## Item Pricing

Pricing is based on the quantity and weight of items. The price also depends on the tariff zone and the additional services used.

## Payment and Mailing Methods that Affect the Price

The selection of a payment and mailing method for letter items depends on the number of items or the need for using items.

Payment and mailing method	The number of items per day	Other factors affecting the choice
Invoicing on the basis of the mailing list	More than 100 items or large one-off batches	Product-specific mailing indication on the item.
Pre-Paid Envelope	More than 2 items or a varying number of items	Pre-order envelopes. Also convenient if your company operates in multiple locations around Finland.
Pricing Service	More than 20 items	You would like to delegate pricing to Posti.
Franking machine	More than 7 items	You would like to take care of pricing yourself.

## Tariff Zones

### EUROPE:

#### – EU Countries (zone EU = All EU countries)

Austria	France	Italy	Portugal (incl. the Azores and Madeira)
Belgium	Germany	Latvia	Romania
Bulgaria	Great Britain and Northern Ireland (incl. the Isle of Man)	Lithuania	Slovakia
Croatia	Greece	Luxembourg	Slovenia
Cyprus	Hungary	Malta	Spain
Czech Republic	Ireland	Monaco	Sweden
Denmark		Netherlands	
Estonia		Poland	

#### – Special Regions Outside the EU's VAT and Excise Tax Zone

- Agion Oros [Mount Athos] (Greece)
- Büsingen area (Germany)
- Campione d'Italia, the national water area of Lago di Lugano (Lugano Lake) and the waterfront between Ponte Tresa and Porto Ceresio, the Livigno Valley (Italy)
- Ceuta and Melilla (Spain)
- French overseas departments Guadeloupe, Martinique, French Guyana and Réunion
- Helgoland Island (Germany)
- Province of Åland (Finland) [domestic tariffs and rates]
- The Canary Islands (Spain)
- The Channel Islands [Jersey, Guernsey, Alderney and Sark] (UK)

#### – Tariff Zone Europe also Includes (zone EU2 = All non-EU European countries)

Albania	Greenland	Moldova	San Marino
Andorra	Iceland	Montenegro	Serbia
Belarus	Kosovo	Norway	Switzerland
Bosnia and Herzegovina	Liechtenstein	Russia	Turkey
Faeroe Islands	Macedonia	Saint-Pierre and Miquelon (France)	Ukraine
Gibraltar	Mayotte (France)		Vatican

### OTHER COUNTRIES (zone MUU = All other countries)

All countries not stated above belong to the Tariff Zone, Other Countries.

# INTERNATIONAL LETTER ITEMS

## Dimensions

### Priority and Economy Letter International

- minimum size 90mm x 140mm x 0.2mm
- maximum size 250mm x 353mm x 30mm
- maximum weight 2,000g

## Additional Services

7400, 17967

Posti Priority Letter	
Exprès (to all countries)	9.59

You can also order an Exprès Letter from the Posti SmartShip ordering channel.

## Posti Priority and Posti Economy Letter International

1659, 1656

When you want your message to be noticed. You can choose between two speeds: Priority and Economy.

	Europe		Other countries	
	Priority EUR	Economy EUR	Priority EUR	Economy EUR
Item	1.31	1.07	1.40	1.08
Kg	18.26	14.83	34.91	19.20

## Posti Pre-Paid Envelope International

Make your mailing routines easier by using a Pre-Paid Envelope International. The Envelope is immediately ready to use as the sender's contact details and payment indications have been printed on it.

The total price of the Pre-Paid Envelope is determined according to the postage fee and the envelope material and printing costs.

- The maximum weight of C/E4 envelopes is 500g and the maximum thickness 30mm (minimum order quantity 100 pcs)
- The maximum weight of C/E5 envelopes is 100g and the maximum thickness 30mm (minimum order quantity 100 pcs)

Postage to all countries	Priority Letter, EUR/item
Envelope size C/E5	1.94
Envelope size C/E4	5.22

The above table shows the prices of the most commonly used pre paid envelopes, which are printed using two colors at the most and comprise 1,000 envelopes per batch. See more easy to use pre-paid envelope options at [posti.fi/pre-paid-envelope](https://posti.fi/pre-paid-envelope).

## Posti Pre-Paid Exprès Envelope

4627, 4655

The Pre-Paid Express Mail Envelope is a cardboard envelope intended for mailing urgent messages. Just add the recipient's and the sender's details, attach the Exprès label and take the item to a Posti outlet.

For express mail envelope prices, please see the price list for cash services at [posti.fi/prices](https://posti.fi/prices) or the order form at [posti.fi/materiaalitus](https://posti.fi/materiaalitus).

# SENDING VALUABLE ITEMS INTERNATIONALLY

When you are mailing important or valuable items abroad, use a Registered Letter or a Letter with Advice of Delivery, depending on your needs.

From Posti's website [www.posti.fi](http://www.posti.fi) you can see to which countries valuable items can be sent.

## Item Pricing and Payment Methods

Pricing is based on the weight and tariff zone of an individual item.

You can use the following payment methods with valuable items:

- Posti SmartShip ordering channel (Registered Letter, Letter with Advice of Delivery)

## Dimensions

### Registered Letter International and Letter with Advice of Delivery International

- minimum size 90mm x 140mm
- maximum size 250mm x 353mm x 30mm
- maximum weight 2,000g

## Posti Registered Letter International

17434

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

Max. weight g	Europe EUR/item	Other countries EUR/item
100	10.78	16.26
250	11.47	17.05
500	14.89	22.18
2,000	28.86	43.28

## Posti Letter with Advice of Delivery International

19249

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

Max. weight g	Europe EUR/item	Other countries EUR/item
100	16.53	24.76
250	19.67	32.10
2,000	38.22	57.36

# PUBLICATION SERVICES

The price model for the services will, as a rule, be priced according to weight threshold and batch size category. The price of the publication will remain fixed in spite of small fluctuations in unit weight inside the weight class. The total price also depends on the additional services used.

## Item Pricing

### The pricing of Publication items is based on

- Item weight
- Manageability of the mailing.

### The pricing of Magazine Pro and Economy Publication items is based on

- Mailing size
- Item weight
- Manageability of the mailing
- Publishing times

### The pricing of Daytime Publication Delivery and Long-distance Publication Delivery items is based on

- Service level
- Mailing size
- Item weight
- Manageability of the mailing
- Publishing times
- In the Daytime Publication Delivery service, the local reach of the publication is also taken into account as a basis of pricing.

## Number of issues of a publication

The number of issues is determined based on the number of batches of a single printed publication, for which delivery has been ordered in advance, over one calendar year. For the same publication, the issues delivered using the Magazine Pro and Economy Publication services are totaled up as well as those delivered using the Daytime Publication Delivery and Long-Distance Publication Delivery services. In the Magazine Pro and Economy Publication services, the price of the service will be increased using a publication frequency additional rate if the publication is published less than four times over a calendar year.

A batch size may include, based on the service, Magazine Pro or Economy Publication items that are of the same issue of a publication, have the same invoicing address and are delivered during the same invoicing period. The batch sizes of Daytime Publication Delivery and Long-Distance Publication Delivery items are also totaled up if the conditions stated above are met.

If the publication's number of publishing times in pre-ordered services or any local coverage rate in the Daytime Publication Delivery service differs from the information specified as the basis of pricing, Posti shall have the right to charge the difference between the stated and actual publication frequency or coverage rate.

## Mailing Methods that Affect the Price

### Magazine Pro, Economy Publication and Publication

Unbundled publication batches of at least 1,000 items require the use of the Publication's Additional Handling service. The fee for the Publication's Additional Handling additional service will also be charged if the customer does not follow Posti's current service-specific mailing instructions when delivering the batches to Posti.

A publication that uses the Magazine Pro or Economy Publication service and needs to be sorted manually requires the Manual Sorting additional service. Items need to be sorted manually for reasons such as the following: the item's dimensions or weight are above or below the limits set for machine sorting or the item does not have a 4-state code or a 2D bar code. The supplements, plastic wrapping, quality of the cover paper, etc., may also prevent machine sorting. For more detailed information, please see the Guide to Machine-Sortable Items.

- *Starting from March 1, 2020*, the Code Error additional service will also be required for publications that are delivered using the Magazine Pro or Economy Publication service but that do not have a 4-state code or a 2D bar code or if they have an erroneous code.

# PUBLICATION SERVICES

- Starting from March 1, 2020, publications that require folding to fit through a mail slot due to their dimensions and that are delivered using the Economy Publication service will also require the Addressed Publication Folding additional service.

The use of the Magazine Pro and Economy Publication services requires submitting an advance order and a mailing plan via the online service channel provided by Posti at least eight weeks before mailing.

- Starting from March 1, 2020, the Inaccurate Advance Information additional service will be required if the actual item quantity is more than 10% lower than what was stated in the advance information.

Changes to the posting place and time can be made until the day before the previously stated posting day. Changes to the posting place become subject to a charge four weeks before the previously stated posting day. Changes to the posting or delivery day become subject to a charge one week before the previously stated posting day.

Items should be dropped off sorted and unitized in accordance with the instructions available in Posti's online service channel and the Guide to Batch-Sorted Postal Items (addressing, bundling and loading into transport units). Address marking instructions can also be found in the Guide to Machine-Sortable Items.

## Daytime Publication Delivery and Long-distance Publication Delivery

For the Daytime Publication Delivery service, the minimum batch size for a publication is 150 pcs and the minimum service level will be direct transport direction bundle.

If the batches for Daytime Publication Delivery and Long-Distance Publication Delivery are delivered to Posti unbundled or they have not been bundled according to Posti's instructions, the batches will require the Publication's Additional Handling additional service.

The use of the service requires submitting an advance order and a mailing plan via the online service channel provided by Posti at least eight weeks before mailing.

Changes to the posting place and time can be made until the day before the previously stated posting day. Changes to the posting place become subject to a charge four weeks before the previously stated posting day. Changes to the posting or delivery day become subject to a charge one week before the previously stated posting day. When agreeing on the basic letter posting times for the Daytime Publication Delivery service, a service fee for a late posting time for a mailing batch is charged.

In Daytime Publication Delivery, a Publication's Additional Handling fee for bundles to be opened will be charged for publications in a bundle/bundles to be opened that are addressed to an area.

Items should be dropped off sorted and unitized in accordance with the instructions available in Posti's online service channel and the Guide to Batch-Sorted Postal Items (addressing, bundling and loading into transport units). Address marking instructions can also be found in the Guide to Machine-Sortable Items.

## Dimensions

### Dimensions of Economy Publication, Publication, Daytime Publication Delivery and Long-distance Publication Delivery items

- |   |                      |
|---|----------------------|
| • minimum size  | 90mm x 140mm         |
| • maximum size  | 320mm x 470mm x 30mm |
| • when folded, it must fit through a letter box/mail slot | 250mm x 353mm x 30mm |
| • maximum weight  | 1,000g               |

### Dimensions of Magazine Pro items

- |                  |                       |
|------------------|-----------------------|
| • minimum size   | 148mm x 210mm x 0.4mm |
| • minimum weight | 30g                   |
| • maximum size   | 250mm x 310mm x 10mm  |
| • maximum weight | 350g                  |

### Bundle delivery dimensions

- maximum size 320mm x 470mm
- the bundle's height may not exceed the length of its shortest side
- maximum weight 10kg
- minimum thickness 20mm

## Additional Services

Additional services and their combinations	Posti Publication	Posti Magazine Pro	Posti Economy Publication	Posti Publication Daily Delivery	Posti Long-distance Publication Delivery
5706 and 5707 Changes to the posting or delivery day or to the delivery speed		x	x	x	x
5708 and 5709 Changes in office of posting		x	x		x
17491 Additional Handling, bundles to be opened				x	
17490 Late posting time for a mailing batch				x	
17014 Publication's Additional Handling	x	x	x	x	x
19258 Manual sorting		x	x		
19531 Addressed Publication Folding*			x		
19532 Code Error*		x	x		
19533 Inaccurate Advance Information*		x	x		
12895 Information storage service fee	x	x	x	x	x
Information Service, see page 24	x	x	x		
Terminal shuttle, see page 24	x	x	x		

\*) Starting from March 1, 2020

### Changes to the posting or delivery day or to the delivery speed at the latest 24 hours before

5706

- EUR 0.041 /item

### Changes to the posting or delivery day or to the delivery speed by 12 noon at the latest

5707

- EUR 0.056 /item

### Changes in office of posting 24 hrs before delivery at

5708

- EUR 0.041 /item

### Changes in office of posting by noon

5709

- EUR 0.056 /item

### Additional Handling, bundles to be opened

17491

- EUR 0.1252/publication copy in an openable bundle

### Late posting time for a mailing batch

17490

- EUR 16.64/h/ mailing batch and drop-off point

### Publication's Additional Handling

17014

- EUR 0.100 /item

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**Manual sorting** **19258**

- EUR 0.05/item

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**Addressed Publication Folding** *(Starting from March 1, 2020)* **19531**

- EUR 0.0125/item

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**Code Error** *(Starting from March 1, 2020)* **19532**

- EUR 0.05/item

---

**Inaccurate Advance Information** *(Starting from March 1, 2020)* **19533**

- EUR 0.05/item

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**Information storage service fee** **12895**

Posti is entitled to charge a fee for the saving of information carried out via the Posti ordering channels on behalf of the customer.

- EUR 60.00/hour

## Nationwide Publication Delivery

Your item is delivered from one point to anywhere in Finland within two or three weekdays of posting (excluding Tuesdays).

The Publication service is particularly well suited for small batches and occasional sending. Use of the service does not require placing an advance order.

The Magazine Pro and Economy Publication services are particularly well suited for publications that are published regularly. The services are ordered in advance. The Magazine Pro service is meant for machine-sortable publications that are published in large batches. The Economy Publication service is suitable for batches of all sizes as well as manually sortable publications.

## Posti Publication, Nationwide Prices

### 12840

Max. unit weight g	EUR
100	0.9898
150	1.1185
200	1.2946
250	1.4629
300	1.6568
350	1.8954
500	2.2649
750	2.9897
1,000	4.1856

## Posti Magazine Pro, Nationwide Prices

### 19241

Max. unit weight g	Mailing size at least, items											
	15,000	25,000	35,000	50,000	65,000	80,000	95,000	110,000	125,000	150,000	175,000	200,000
100	0.3922	0.3872	0.3824	0.3774	0.3725	0.3679	0.3633	0.3544	0.3526	0.3489	0.3453	0.3401
150	0.4353	0.4299	0.4245	0.4190	0.4135	0.4083	0.4032	0.3934	0.3914	0.3873	0.3833	0.3776
200	0.4952	0.4890	0.4828	0.4766	0.4704	0.4645	0.4587	0.4474	0.4452	0.4405	0.4360	0.4295
250	0.5496	0.5428	0.5360	0.5290	0.5221	0.5156	0.5091	0.4967	0.4942	0.4890	0.4840	0.4767
300	0.6115	0.6038	0.5963	0.5885	0.5809	0.5736	0.5664	0.5526	0.5498	0.5440	0.5384	0.5304
350	0.6873	0.6787	0.6702	0.6615	0.6529	0.6447	0.6367	0.6211	0.6180	0.6115	0.6052	0.5961

## Posti Economy Publication, Nationwide Prices

### 19193

Max. unit weight g	Mailing size at least, items															
	1	1,000	5,000	10,000	15,000	25,000	35,000	50,000	65,000	80,000	95,000	110,000	125,000	150,000	175,000	200,000
100	0.9708	0.7191	0.5326	0.4420	0.3980	0.3931	0.3881	0.3831	0.3781	0.3734	0.3687	0.3597	0.3579	0.3541	0.3505	0.3452
150	1.0776	0.7982	0.5912	0.4906	0.4418	0.4363	0.4308	0.4252	0.4197	0.4145	0.4093	0.3993	0.3973	0.3931	0.3891	0.3832
200	1.2258	0.9080	0.6725	0.5581	0.5026	0.4963	0.4901	0.4837	0.4774	0.4715	0.4656	0.4542	0.4519	0.4471	0.4426	0.4359
250	1.3606	1.0078	0.7465	0.6195	0.5579	0.5509	0.5440	0.5369	0.5300	0.5233	0.5168	0.5041	0.5016	0.4963	0.4912	0.4839
300	1.5137	1.1212	0.8305	0.6892	0.6206	0.6129	0.6052	0.5973	0.5896	0.5822	0.5749	0.5608	0.5580	0.5522	0.5465	0.5383
350	1.7014	1.2603	0.9335	0.7747	0.6976	0.6889	0.6803	0.6714	0.6627	0.6544	0.6462	0.6304	0.6272	0.6207	0.6143	0.6051
500	1.9991	1.4808	1.0969	0.9103	0.8197	0.8094	0.7993	0.7889	0.7787	0.7689	0.7593	0.7407	0.7370	0.7293	0.7218	0.7110
750	2.5989	1.9251	1.4260	1.1834	1.0656	1.0523	1.0391	1.0256	1.0123	0.9996	0.9871	0.9630	0.9581	0.9481	0.9384	0.9243
1,000	3.3785	2.5026	1.8538	1.5384	1.3853	1.3680	1.3509	1.3333	1.3160	1.2995	1.2833	1.2519	1.2456	1.2325	1.2199	1.2016



# PUBLICATION SERVICES

## Local Publication Delivery

Local Publication Delivery allows the quick delivery of your publication to your subscribers locally. The services are intended for regular publications published at least 24 times annually.

In the Local Publication Delivery, the Publication's issue-specific batch size consists of the publication copies in Daytime Delivery and Long-Distance Delivery.

The Publication Long-Distance Delivery can only be ordered for Publication Daytime Delivery.

The Daytime Publication Delivery service delivers publications to subscribers primarily during the date of publication.

In the Long-distance Publication Delivery service, publications are delivered to subscribers outside of the core publication zone primarily on the second weekday by the latest on the third weekday following their posting. If the delivery date is a Tuesday, the delivery is moved to the following weekday. Delivery speed and delivery day will be agreed according to the effects of posting time and place in the mailing plan.

## Posti Daytime Publication Delivery

12841

Max. unit weight g	Mailing size at least, items												
	1	1,000	1,500	2,000	2,500	3,000	3,500	4,000	5,000	6,000	7,000	8,000	9,000
50	0.5870	0.4843	0.4674	0.4548	0.4423	0.4302	0.4183	0.4049	0.3917	0.3789	0.3668	0.3548	0.3434
60	0.6075	0.5014	0.4837	0.4707	0.4578	0.4452	0.4330	0.4192	0.4055	0.3923	0.3797	0.3673	0.3555
70	0.6290	0.5190	0.5010	0.4872	0.4739	0.4607	0.4482	0.4339	0.4198	0.4061	0.3930	0.3804	0.3678
80	0.6510	0.5372	0.5185	0.5043	0.4906	0.4770	0.4640	0.4490	0.4344	0.4203	0.4068	0.3939	0.3809
95	0.6834	0.5641	0.5445	0.5296	0.5151	0.5010	0.4872	0.4716	0.4563	0.4415	0.4272	0.4135	0.3999
110	0.7177	0.5924	0.5718	0.5562	0.5409	0.5259	0.5116	0.4952	0.4791	0.4637	0.4486	0.4342	0.4200
130	0.7537	0.6221	0.6005	0.5839	0.5681	0.5523	0.5374	0.5200	0.5032	0.4869	0.4711	0.4560	0.4410
150	0.7915	0.6534	0.6305	0.6130	0.5964	0.5799	0.5642	0.5460	0.5284	0.5112	0.4948	0.4789	0.4631
175	0.8311	0.6862	0.6621	0.6439	0.6262	0.6089	0.5925	0.5733	0.5547	0.5369	0.5195	0.5030	0.4865
200	0.9142	0.7547	0.7283	0.7083	0.6889	0.6698	0.6518	0.6308	0.6103	0.5907	0.5716	0.5531	0.5351
250	1.0058	0.8302	0.8014	0.7792	0.7579	0.7369	0.7170	0.6938	0.6714	0.6497	0.6288	0.6085	0.5885
300	1.1064	0.9133	0.8813	0.8570	0.8335	0.8106	0.7888	0.7634	0.7386	0.7147	0.6916	0.6695	0.6474
350	1.2171	1.0045	0.9696	0.9428	0.9171	0.8917	0.8677	0.8397	0.8125	0.7861	0.7607	0.7365	0.7122
400	1.3391	1.1052	1.0665	1.0371	1.0088	0.9808	0.9547	0.9236	0.8938	0.8649	0.8370	0.8101	0.7836
450	1.4729	1.2156	1.1731	1.1408	1.1099	1.0790	1.0502	1.0160	0.9832	0.9513	0.9207	0.8911	0.8619
500	1.6056	1.3250	1.2787	1.2435	1.2098	1.1761	1.1448	1.1074	1.0717	1.0370	1.0037	0.9714	0.9395
600	1.7501	1.4443	1.3939	1.3554	1.3187	1.2821	1.2479	1.2072	1.1682	1.1303	1.0941	1.0588	1.0242
1,000	1.9077	1.5743	1.5194	1.4775	1.4375	1.3974	1.3603	1.3159	1.2734	1.2321	1.1926	1.1542	1.1164

## Posti Long-distance Publication Delivery

12838

Max. unit weight g	Mailing size at least, items											
	1	1,000	5,000	10,000	15,000	25,000	50,000	75,000	100,000	125,000	150,000	175,000
50	0.8601	0.5871	0.4596	0.4503	0.4415	0.4327	0.4242	0.4156	0.4075	0.3993	0.3913	0.3836
60	0.8901	0.6077	0.4757	0.4663	0.4570	0.4480	0.4390	0.4303	0.4219	0.4133	0.4052	0.3971
70	0.9212	0.6290	0.4923	0.4826	0.4729	0.4638	0.4545	0.4454	0.4368	0.4278	0.4195	0.4111
80	0.9536	0.6510	0.5097	0.4996	0.4897	0.4801	0.4704	0.4611	0.4521	0.4428	0.4342	0.4256
95	1.0013	0.6836	0.5352	0.5245	0.5142	0.5042	0.4939	0.4842	0.4747	0.4649	0.4558	0.4469
110	1.0516	0.7178	0.5620	0.5508	0.5399	0.5293	0.5188	0.5085	0.4985	0.4884	0.4788	0.4694
130	1.1041	0.7537	0.5901	0.5784	0.5669	0.5560	0.5447	0.5339	0.5236	0.5127	0.5027	0.4929
150	1.1593	0.7915	0.6198	0.6074	0.5952	0.5837	0.5719	0.5608	0.5498	0.5384	0.5279	0.5174
175	1.2174	0.8311	0.6508	0.6379	0.6252	0.6130	0.6007	0.5888	0.5773	0.5655	0.5544	0.5434
200	1.3392	0.9141	0.7158	0.7017	0.6876	0.6744	0.6607	0.6479	0.6350	0.6221	0.6101	0.5978
250	1.4729	1.0056	0.7875	0.7719	0.7566	0.7418	0.7268	0.7125	0.6986	0.6844	0.6708	0.6576
300	1.6205	1.1063	0.8663	0.8492	0.8322	0.8161	0.7996	0.7839	0.7685	0.7527	0.7380	0.7233
350	1.7826	1.2170	0.9530	0.9343	0.9155	0.8976	0.8795	0.8625	0.8454	0.8281	0.8119	0.7957
400	1.9608	1.3385	1.0484	1.0277	1.0071	0.9875	0.9675	0.9487	0.9300	0.9110	0.8932	0.8754
450	2.1568	1.4725	1.1533	1.1305	1.1079	1.0862	1.0643	1.0436	1.0230	1.0022	0.9825	0.9629
500	2.3725	1.6197	1.2686	1.2436	1.2186	1.1949	1.1708	1.1480	1.1253	1.1025	1.0808	1.0591
600	2.6098	1.7817	1.3956	1.3679	1.3405	1.3143	1.2878	1.2627	1.2378	1.2126	1.1888	1.1651
1,000	2.8707	1.9599	1.5351	1.5048	1.4745	1.4457	1.4166	1.3890	1.3616	1.3339	1.3077	1.2815

## Bundled Items in Basic Delivery

Bundle Delivery is a convenient way to send several printed products to one recipient in one delivery.

### Posti Bundle, nationwide prices

1007

- EUR 4.32/item and EUR 0.57/kg

### Posti Daytime Delivery Bundle

17504

- EUR 5.92/item and EUR 0.57/kg

Posti Customer Direct is addressed delivery service for companies and organizations that wish to target direct and customer relationship marketing or communications to selected recipient groups in Finland.

## Item Pricing

The pricing of Posti Customer Direct is based on the item weight, quantity and batch size.

The Additional Handling service, which is subject to a charge, will be added for Customer Direct items if they have not been prepared according to Posti's instructions. If the Customer Direct item's dimensions or shape do not comply with the service characteristics specified for the service in question, Posti will be entitled to process and invoice them as a service the characteristics of which correspond to those of the customer's item.

## Mailing Methods that Affect the Price

When you inform Posti of a batch seven weeks before the mailing date, you can get a 2% Advance order discount. The advance order is placed by filling in the mailing list (mailing location and date, number, item weight). The number information in the advance order can be changed by +25% -10% and item weight by +-30%. If the information changes more or if the mailing location or date changes, the advance order discount will no longer be available.

You get a 5% discount for using the Sorting Service. It is automatically applied to mailing batches that have been processed by the Sorting Service and that have the printed errorless 2D code or 4-state code produced by the Sorting Service. The quantity may be modified by a maximum of +25% -10% and unite weight by +-30%, otherwise the discount is not valid.

## Dimensions

### Customer Direct, manually sortable

- minimum size 90mm x 140mm x 0.2mm
- maximum size 250mm x 353mm x 30mm
- maximum weight 2,000g

### Customer Direct, machine sortable

- minimum size 105mm x 148mm x 0.2mm, small enclosed item\*
- maximum size 250mm x 328mm x 10mm, small enclosed item\*
- item weight item weight 5-75g, small enclosed item\*

\*) More detailed size and weight limitations can be found in the manual for machine-sortable items.

## Additional Services

### Additional Handling

17018

- **EUR 0.10/item**

Pricing is also affected by the preparation level of the items. If the preparations requirements are not met, Additional Handling (available as an additional service) will be added to the item. The Additional Handling service, which is subject to a charge, will be added for Customer Direct items if they have not been handled according to Posti's instructions (Guide to Batch-Sorted Items, Guide to Machine-Sortable Items and the mailing instructions of Customer Direct).

### Information Service

You can add the Information Service to Customer Direct. In this way, you receive notifications of changes of address and you can keep your customer register up to date. For more information, see Information Service on page 24.

- If the recipient cannot be found (the address is outdated or incorrect and Information Service is not in use), undeliverable Customer Direct items will be disposed of in the delivery office.

# DIRECT MARKETING

Customer Direct is a cost-effective way to deliver addressed marketing messages. With it, you can reach your existing and potential customers and ensure your message is noticed.

Customer Direct items are to be dropped off at a sorting center on weekdays (Mon–Fri). Item drop-off at Posti terminals can be done by using the Terminal Shuttle service (19747, see page 24). Posti can also pick up the items (pickup service subject to a charge). Items must not be dropped off in a mailbox.

## Posti Customer Direct, Manually Sortable

19225

The pricing is based on the item weight (weight category), quantity and batch size.

Maximum unit weight g	Mailing size, items	
	1–	5,000–
50	0.636	0.445
100	0.874	0.612
200	1.297	0.908
350	1.822	1.275
600	2.516	1.761
1,000	4.122	2.958
2,000	6.695	4.686

## Posti Customer Direct, Machine Sortable

19224

The pricing is based on the item weight (weight category), quantity and batch size.

Maximum unit weight g	Mailing size, items				
	1–	5,000–	35,000–	70,000–	100,000–
20	0.477	0.357	0.321	0.302	0.277
50	0.531	0.398	0.339	0.324	0.305
75	0.615	0.461	0.392	0.375	0.335
100	0.658	0.494	0.420	0.392	0.357
200	0.976	0.732	0.622	0.582	0.529
350	1.248	0.936	0.796	0.744	0.677

Please leave a contact request online at [posti.fi/direct-marketing](https://posti.fi/direct-marketing) in case the publication's batch size is at least 200,000 items

## Posti Home Direct, Unaddressed Delivery

With the unaddressed Home Direct delivery, you can reach both households and companies. Your message will be delivered with the day mail and it is guaranteed to be noticed – more than two million mailboxes already within your reach!

Delivery prices can be found in PTP, in the Posti Contact web service [kontakti.posti.fi](https://kontakti.posti.fi), Corporate Customer Service or Sales.

## Posti Create and Send

In the Posti Contact web service ([kontakti.posti.fi](https://kontakti.posti.fi)), you can send printed messages to the recipients quickly and easily. There can be one or more recipients. You can use the service with Posti transaction codes.

The use of the tool is free of charge and you only pay for placed orders. You can find more options for mailing letters and postcards, and their prices, in Kontakti.

	Card A6 EUR/item	Card A6 4p. envelope EUR/item	Card A5 EUR/item	Card A5 4p. envelope EUR/item	Letter A4, C5 envelope EUR/item
Priority	1.80	2.36	2.20	2.68	2.39
Economy	1.33	1.91	1.80	2.02	1.91
Customer Direct	0.86	1.44	1.28	1.65	1.38

# MAIL RECEIVING SERVICES

Select the most suitable way to receive your company's mail.

## Additional Services

Additional services	P.O. Box	Posti Corporate address	Posti Corporate Postal Code
Agreed Further Mailing		x	x
Additional Handling			x

### Agreed Further Mailing

12416

Volume / day	EUR/month
Compilation envelope*	120.00
1 box**	200.00
2 boxes	250.00
3 boxes	300.00
4 boxes	350.00
5 boxes	400.00
More than 5 boxes, rolltainer	450.00

\*) The compilation envelope holds approximately 20 items.

\*\*\*) The blue transportation box holds approximately items of 250 C5 envelopes or approximately 100 C4 envelopes.

## Other Charges

		EUR	
10353	Modification charge	one-off charge	55.00
12890	Mail Receiving Services, other work	hourly charge	40.00

## Posti P.O. Box

By using a P.O. Box, you can collect your mail according to your own schedule and get it even faster than through daytime delivery.

		EUR	
1504	P.O. Box, establishment charge	one-off charge	190.00
1503	Rent	annual charge	208.00
12410	P.O. Box, additional key	one-off charge	55.00
12248	P.O. Box, additional iLog key	one-off charge	33.00

## Posti Corporate Address

A Corporate Address is a good option when you need a P.O. Box address and delivery for receiving daily mail.

		EUR	
12409	Corporate Address, establishment charge	one-off charge	190.00
12331	Corporate Address, usage fee	monthly charge	14.35
12416	Agreed Further Mailing	monthly charge, since	120.00

## Posti Corporate Postal Code

A Corporate Postal Code provides your company with a unique and permanent mail address. It strengthens the brand and creates a positive corporate image.

### Establishment charge

1166

An establishment charge of **EUR 5,500.00** is payable for setting up Corporate Postal Code.

With additional sorting			EUR
10883	Corporate Postal Code, usage fee	monthly charge	117.00
12413	Items per month	5,000	EUR/month
		10,000	EUR/month
		20,000	EUR/month
		30,000	EUR/month
		40,000	EUR/month
		50,000	EUR/month
		60,000	EUR/month
		70,000	EUR/month
12414	Sorting directions	EUR/month/PO Box	28.00

Without Additional Sorting			EUR
12888	Corporate Postal Code, usage fee	monthly charge	
	Items per month	5,000	268.00
		10,000	335.00
		20,000	482.00
		30,000	549.00
		40,000	643.00
		50,000	746.00
		60,000	899.00
		70,000	1,071.00
		80,000	1,202.00
		90,000	1,358.00
		100,000	1,498.00
10884	Modification charge	one-off charge	55.00
12416	Agreed Further Mailing	monthly charge, since See page 21	120.00

## Reply Mail Services

The Reply Mail Item is a pre-paid item with which your customer can reply to letters or otherwise contact your company.

### Dimensions

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

domestic, Nordic countries and certain other European countries*	2,000g
certain European countries*	1,000g
other countries	50g

### Establishment Fee

**18173**

Establishment charge for a new reply mail item ID and info code **EUR 16.00 /item**

### Usage Fees

**17006**

#### Monthly fee for the reply mail item ID

**17006**

- EUR 13.00/reply mail item ID

#### Monthly fee for the reply mail item information service

**19748**

- EUR 5.00/reply mail item information service

### Posti Economy Reply

**17005**

EUR/item	EUR/kg
0.82	7.26

### Economy Reply, Coupon

**17004**

EUR/item
1.22

#### Additional Services

	Additional Services	EUR/item
1121	Info Code Sorting	0.14
4033	Combination Envelope	0.14
19749	Reply Mail, Additional Handling	0.07

### Posti Reply Mail International

**1651**

The service operates throughout the world. It is an easy way to collect replies and feedback. The Reply Mail International increases the amount of feedback as it is free of charge for the sender.

EUR/item	EUR/kg	EUR min.
1.17	15.71	1.31

#### Additional services

	Additional services	EUR/item
1121	Info Code Sorting	0.14

# OTHER SERVICES AND RATES

## Information Service

The Information Service ensures that your item reaches the recipient even if the recipient's address has changed. You also receive an electronic report about undeliverable items and changes of address. Use the Information Service for addressed letters, direct marketing, and publication delivery services. Pricing is based on the number of corrected addresses or undeliverable items. The service is free if the address information is correct. The service can only be used in shipments delivered by Posti.

The pricing of the service level 0 (zero) is based on the number of returned, undeliverable items. The price of the Information Service includes the saving of identifying information from the bar code. Posti will charge a separate fee for manual saving.

We can guarantee the service quality only if a functioning bar code is used in the Information Service markings.

- 1206 service level 0 (null) **EUR 1.21/item**
- 1207 change of address **EUR 1.16/item**
- 1208 manual entry of identification data **EUR 0.32/item**
- 17019 change of address, if the delivery type is a paper letter **EUR 1.58/item**
- 16670 processing fee, using a terminated ID **EUR 0.70/item**

## Pricing Service

In Pricing Service, letters will, against a payment, be priced on behalf of the customer. The items will be priced on the weekday following the mailing. A separate agreement will be signed concerning the service.

Prices can be found in a separate price list.

## Terminal Shuttle

**19747**

Posti's handling and sorting operations are concentrated in the postal centers of Helsinki, Tampere, Kuopio and Oulu. Customers can continue to drop batches off at terminals as before by using the new Terminal shuttle additional service, which offers transport from the terminal to the nearest postal center. Applies to services Magazine Pro, Economy Publication, Publication, Bundle and Customer Direct.

Weight of the mailing batch Kg	EUR/mailing batch
1 - 249	<b>29.00</b>
250 - 1,499	<b>65.00</b>
1,500 - 3,499	<b>92.00</b>
3,500 - 4,999	<b>134.00</b>
5,000 - 29,999	<b>300.00</b>

If the mailing batch requires more than 14 pallets, please place a separate transportation order at [posti.fi/pickup-order](https://posti.fi/pickup-order).

## Other Services and Rates

Prices can be found in a separate price list.



[www.posti.fi](http://www.posti.fi)