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GUERNSEY STATUTORY INSTRUMENT

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The Post Office (Inland Post) Order, 1983

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THE POST OFFICE (INLAND POST) ORDER, 1983

THE STATES POST OFFICE BOARD, in exercise of the powers conferred upon it by sections thirteen, fourteen, fifteen, sixteen, eighteen, twenty, twenty-eight and sixty-eight of the Post Office (Guernsey) Law, 1969, as amended (a), hereby orders:-

PART I

Postage

Rates of postage

1. (1) There shall be charged and paid upon the postal packets specified in the first column of the First Schedule to this Order (other than packets accepted for transmission under the provisions of section twenty-six of this Order) the rates of postage respectively specified in or fixed under the second column thereof, upon unaddressed packets the rates of postage fixed under the provisions of section nineteen of this Order, and upon packets accepted for transmission under the provisions of section twenty-six of this Order the rates of postage fixed under that section.

(2) The Board shall publish from time to time in "La Gazette Officielle" or in such other manner as it may determine the rates of postage fixed by it under the First Schedule to this Order.

Additional postage on certain parcels

2. (1) Upon any parcel redirected by the States Post Office as specified in the first column of paragraph 9 of the

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(a) Ordres en Conseil Vol. XXII, p.128; Vol. XXIII, p.511.

Second Schedule to this Order to an address served from a different delivery office (not being an address within the same local parcel delivery area), there shall be charged additional postage at the appropriate rate as if the transmission of the parcel to the new address were a fresh transmission by post.

(2) Any additional postage so charged upon a parcel shall be paid by the addressee upon delivery thereof, and if on the tender of the parcel at the address so specified payment of such postage is refused, the parcel may be dealt with or disposed of in such manner as the Board may think fit.

#### Prohibitions

3. (1) Save as the Board may either generally or in any particular case allow, there shall not be conveyed or delivered by post any postal packet of a description referred to in paragraph (a), (b) or (c) of subsection (1) of section nineteen of the Law.

(2) Subject to the provisions of subsection (2) of section sixteen of the Law, there shall not be posted or conveyed or delivered by post any postal packet:-

(a) containing:-

(i) except as may be permitted by the Board either generally or in any particular case, any living creature;

(ii) any imitation of a bank note or States of Guernsey note within the meaning of the Legal Tender (Guernsey) Ordinance, 1970(b);

(b) containing or bearing any fictitious stamp (not being a fictitious stamp made with the approval of the Board in accordance with the conditions of such

- approval), or any counterfeit impression of a franking machine used under the direction or by the permission of the Board, or any counterfeit of any other impression authorised by or under the provisions of this Order to be used to denote payment of postage or fees;
- (c) having thereon, or on the cover thereof, any words, letters or marks (used without due authority) which signify or imply, or may reasonably lead the recipient thereof to believe, that the postal packet is sent on Her Majesty's Service or on behalf of the States;
- (d) of such a size, form or colour or so made up for transmission by post as to be likely in the opinion of the Board to embarrass the officers of the States Post Office in dealing with the packet;
- (e) having anything written, printed or otherwise impressed upon or attached to any part of the postal packet which, either by tending to prevent the easy and quick reading of the address of the packet or by inconvenient proximity to the stamp or stamps used in the payment of postage, or in any other way, is in itself, or in the manner in which it is written, printed, impressed, or attached, likely in the opinion of the Board to embarrass the officers of the States Post Office in dealing with the packet;
- (f) whereon the payment of any postage or fees purports to be denoted by any stamp or impression which has been previously used to denote payment of the postage or fees on any other postal packet or any other tax, duty or impost.

Packets containing others for different persons

4. (1) There shall not be posted or conveyed or delivered by post any postal packet consisting of or containing two or more postal packets addressed to different persons who are at different addresses.

(2) If any such postal packet be posted, each postal packet contained therein may be forwarded separately to its addressee subject to such charge as the Board may fix (not exceeding the amount of the charge which would have been payable in respect thereof if it had been posted separately without prepayment of postage), and such charge shall be payable by the addressee on the delivery of the packet or if the packet is refused, or cannot for any other reason be delivered, by the sender.

Packing

5. Every postal packet shall be made up and secured in such manner as in the opinion of the Board is calculated to prevent injury to any other postal packet in course of conveyance, or to any receptacle in which the same is conveyed, or to an officer of the States Post Office or other persons who may deal with such packet.

Limits of size and weight

6. The limits of size and weight of the postal packets specified in the first column of the Third Schedule and the Eighth Schedule to this Order shall (except with special permission of the Board) be those respectively specified in the second and third columns of the said Schedules.

Payment of postage and fees

7. (1) Except as the Board may otherwise direct, and subject to the provisions of this Order, the postage and fees

payable on every postal packet, and the fees payable in respect of postal facilities, shall be prepaid.

(2) The provisions of this Order with reference to prepayment of postage and fees shall not apply to the postage payable on business reply packets, or to the postage and fees payable on postal packets with respect to which the Board has entered into an arrangement with the senders for the grant of credit facilities.

(3) Payment of postage or fees payable under the provisions of this Order may be denoted:-

(a) by adhesive postage stamps; or

(b) by postage stamps embossed, impressed or printed on envelopes, covers, wrappers, cards, or letter forms authorised by the Board for postal use, or on other postal forms, or by such postage stamps which have been cut out of, or otherwise detached from, any such envelopes, covers, wrappers cards, letter forms or other postal forms;

(c) by means of impressions made by franking machines, printing presses, or other printing or stamping devices, being machines, presses or devices operated under the direction, or with the authority, of the Board;

(d) in such other manner as the Board may from time to time permit.

(4) No stamp or impression which is imperfect or mutilated or defaced in any way, or across which anything is written or printed or otherwise impressed, shall be used to denote payment of postage or fees; but a stamp shall not be deemed to be

imperfect or mutilated or defaced or to have anything written or printed or impressed across it within the meaning of this provision, by reason only that it is distinctly perforated with initials by means of a punch if the perforating holes are not larger than those dividing one stamp from another in a sheet of stamps.

(5) No stamp indicating on the face thereof payment of a registration fee as well as postage shall be used to denote payment of postage or fees on any unregistered postal packet.

(6) Packets bearing the impression of franking machines or intended for impression by franking machines, and packets on which payment of postage is denoted by a printed impression or by an impression made by any other device authorised by the Board, shall be accepted only at such post offices, within such hours, and under and subject to such conditions and restrictions as the Board may consider appropriate.

(7) Subject to the provisions of this Order, the stamp or impression denoting payment of postage or fees shall be placed in such position on the envelope, cover, wrapper, postcard or other form as the Board may consider appropriate.

#### Treatment of irregular packets

8. (1) If any postal packet which appears to have been intended for transmission as a packet of a particular description is found in the post or is left at a post office, and it does not comply, or its manner of posting did not comply, with the provisions of this Order, which are applicable to postal packets of its purported description, the Board may if it thinks fit treat it as if it had been posted as a postal packet of such description (including its purported description) as it considers appropriate; and the packet shall for all purposes be deemed to

be a postal packet of such description.

(2) Where any postal packet is treated as a parcel under subsection (1) of this section, there shall be payable by the addressee on the delivery of the packet, or, if the packet is refused or cannot for any other reason be delivered, by the sender, the appropriate postage at the rate applicable to parcels and the additional sum of one new penny, less the amount of any postage prepaid.

Return of undeliverable postal packets (except parcels)

9. (1) With regard to any postal packet (other than a parcel or a newspaper chargeable by law with a postage at the lowest rate of postage for the time being payable in respect of a newspaper) which for any reason cannot be delivered, the following provisions shall apply:-

(a) where the full name and address of the sender appear legibly on the outside of the packet, the packet shall be returned to the sender unopened, but subject to payment of any charges to which it has become liable;

(b) where the name and address of the sender do not appear on the outside of the packet or are illegible, the packet shall be opened by an officer of the States Post Office duly authorised in that behalf by the Board, and if the name and address of the sender can be ascertained, the packet shall be returned to the sender, subject to payment of any charges to which it has become liable.

(2) With regard to any newspaper chargeable by law with a postage at the lowest rate of postage for the time being payable

in respect of a newspaper, which for any reason cannot be delivered, the following provisions shall apply:-

(a) where the full name and address of the sender appear legibly on the outside of the newspaper, the newspaper shall (if the Board so decides) be charged with additional postage equal in amount to the rate of postage originally chargeable upon the newspaper, and any such additional postage shall be payable by the sender of the newspaper; and the newspaper shall upon payment of any such additional postage and any other charges to which it has become liable, be returned to the sender;

(b) where the name and address of the sender do not appear on the outside of the newspaper or are illegible, the newspaper may be dealt with or disposed of in such manner as the Board may think fit.

(3) With regard to any postal packet (other than a parcel) which for any reason cannot be delivered:-

(a) if the packet has been opened by an officer of the States Post Office in pursuance of paragraph (b) of subsection (1) of this section and the name and address of the sender cannot be ascertained; or

(b) if upon tender of the packet to the sender he refuses or fails to pay any charges to which the packet has become liable by law, the packet may be dealt with or disposed of in such manner as the Board may think fit.

Return of undeliverable parcels

10. With regard to parcels which for any reason cannot be delivered, and parcels which are addressed to a ship at any port in the Bailiwick and which are not called for or delivered within such times as the Board considers reasonable, the following provisions shall apply:-

- (a) the parcel shall be retained at or forthwith forwarded to such place as the Board may from time to time appoint, and may, if necessary, be there opened and examined;
- (b) where the name and address of the sender can be ascertained from the parcel, then subject to the provisions of paragraphs (d), (e) and (f) of this section the parcel shall be returned to the sender free of charge;
- (c) where the name and address of the sender cannot be ascertained from the parcel, the parcel shall be retained pending a claim from the sender or addressee; and in default of any claim within a period of three months, the parcel shall be disposed of in such manner as the Board may think fit;
- (d) where, in the case of a parcel which cannot be delivered for want of a true direction, the sender corrects the address of the parcel, the parcel shall be forwarded to the corrected address subject to the following conditions:-
  - (i) where the corrected address of the parcel is served from the same delivery office as the original address, and the parcel is not, at

the time of such correction,  
lying at a returned letter office,  
no additional charge shall be made  
with respect to the delivery of the  
parcel;

(ii) where the corrected address of the  
parcel is not served from the same  
delivery office as the original  
address, or the parcel at the time  
of such correction is lying at a  
returned letter office, the sender  
shall pay additional postage at the  
appropriate rate as if the transmission  
of the parcel to the corrected  
address were a fresh transmission by  
post;

(e) where for any reason a parcel cannot be delivered,  
and the provisions of paragraph (d) of this  
section are not applicable, and:-

(i) the parcel is subsequently retransmitted  
to the addressee at the request of the  
sender or the addressee; or

(ii) the name and address of a substituted  
addressee has been furnished by the  
sender or the addressee and the parcel  
is transmitted to the substituted  
address;

the addressee or, as the case may be, the  
substituted addressee, shall pay additional  
postage at the appropriate rate as if such  
retransmission or transmission were a fresh

transmission of the parcel by post;

- (f) notwithstanding anything herein contained, a parcel shall not be given up or returned by post to the sender except upon payment by him of any charge to which the parcel has become liable under the provisions of any Ordinance as is referred to in section twenty-four of the Law;
- (g) the Board may require proof to its satisfaction that an applicant for a parcel is entitled to receive it;
- (h) where an applicant fails to prove to the satisfaction of the Board that he is entitled to receive the parcel, or refuses or fails to pay any charges to which the parcel has become liable, the parcel may be dealt with or disposed of in such manner as the Board may think fit;
- (i) any parcel in the possession of the Board which becomes offensive or injurious to any officer of the States Post Office, or other person, or to other parcels, or which is likely from its character or condition to become offensive or injurious as aforesaid, or to become valueless before it can be delivered or otherwise dealt with in accordance with the provisions of this Order, may forthwith be dealt with or disposed of in such manner as the Board may think fit, notwithstanding that the provisions of this Order as to the return of such parcel have not been, or have only partially been, complied with.

Treatment of packets addressed to deceased persons

11. (1) Where the Board is satisfied that the addressee of postal packets is dead it may in its discretion:-

- (a) deliver or redirect such postal packets on the written application of any one or more of the executors named in the will of the addressee or of a person appearing to the Board to be entitled to take out letters of administration to the estate of the addressee; or
- (b) deliver or redirect such postal packets on the written application of any person appearing to the Board to be conducting the affairs of the deceased addressee of the postal packets; or
- (c) retain such postal packets for such period as it may think fit and on production of probate of the will or letters of administration to the estate of the addressee together with the written application of one or more of the executors or administrators, deliver or redirect the packets in accordance with such request; or
- (d) treat such postal packets in accordance with the provisions of this Order as postal packets which cannot be delivered.

(2) The charges specified in paragraph 7A of the Second Schedule to this order shall be payable for redirection under this section, and the provisions of section two of this Order shall apply to parcels so redirected.

PART II

Conditions relating to particular classes of postal  
packets and postal facilities

Cards

12. A letter consisting of a card not enclosed in an outer covering shall be made of material of such rigidity and thickness that its sorting and handling will not be hindered; and no writing or printing, other than the name and address of the addressee, shall appear on the right-hand half of the face thereof.

Registration of newspapers under the Law

13. The fee for each registration of a newspaper under section twenty of the Law shall be one pound.

Conditions applicable to newspapers (including current registered newspapers)

14. (1) Every newspaper or the cover or envelope thereof shall be prominently marked on the outside "Newspaper Post" and shall be subject to examination in the post, and if posted without a cover shall not be fastened or otherwise treated so as to prevent easy examination; and the cover or envelope of a covered newspaper shall be unfastened or (save as the Board may either generally or in any particular case allow) so adapted that the contents can be easily examined without breaking any seal or tearing any paper or cutting any string or separating any surfaces.

(2) Save as the Board may either generally or in any particular case allow, every newspaper when posted shall be so folded and covered (if posted in a cover or envelope) as to permit the title and date of issue to be readily inspected.

(3) No article (not part of the newspaper) shall be posted in or in the cover or envelope with a newspaper.

(4) No newspaper and no cover or envelope in which it is enclosed shall bear anything (not being part of the newspaper) except:-

- (a) the names, addresses and descriptions of the sender and addressee with index or reference numbers and letters;
- (b) the words "With Compliments", "Specimen Copy" or "Voucher Copy";
- (c) the title of the newspaper;
- (d) in the case of a current registered newspaper, a reference to its registration for transmission by post; and
- (e) a reference to any page or place in the newspaper to which the attention of the addressee is directed.

#### Parcels

15. (1) All parcels intended to be transmitted by post shall be posted:-

- (a) by being handed to an officer of the States Post Office on duty at the counter of a post office, on the days and within the hours during which such office shall be open to the public for the posting of parcels, or
- (b) (in circumstances in which the Board permits that mode of posting) by being handed to an officer of the States Post Office for the time being authorised by the Board to receive parcels for the post otherwise than at a post office.

(2) Every parcel shall be packed in such a manner as in the opinion of the Board is calculated to preserve the contents from loss or damage in the post and to prevent any tampering with its contents.

Packets - United Kingdom, Isle of Man, Jersey

16. (1) Packets which may be brought into or sent out of the Bailiwick by post from or to the United Kingdom, the Isle of man or Jersey shall not be posted, conveyed or delivered except subject to the provisions of such Ordinance as is referred to in section twenty-four of the Law.

(2) In respect of every packet brought into the Bailiwick by post from the United Kingdom, the Isle of Man or Jersey to which the provisions of such Ordinance as aforesaid apply, and upon the contents of which any tax, duty or impot is payable, and the Board so directs, there shall be charged and paid by the addressee upon delivery the further fee of fifty-five new pence.

(3) (a) Where the sender of a parcel, other than a cash on delivery parcel, addressed to the United Kingdom, the Isle of Man or Jersey desires that the parcel may be delivered to the address free of any customs duty, postal fees and charges which would otherwise be payable by the addressee, the following provisions shall apply to the parcel:-

(i) the sender shall pay at the time of posting such sum as the Board may require as a deposit in respect of any such customs duty, postal fees and charges as, in the opinion of the Board, might otherwise be so payable, and shall sign an undertaking in the specified form to pay to the Board on demand the aggregate amount of the customs duty, postal fees and charges which are charged in the country or

place of destination; and any deposit so paid shall be appropriated in or towards the amount payable under such undertaking;

(ii) the sender shall mark on the cover of the parcel the words "To be delivered free of charges" or the words "Franc de droits";

(iii) the Board shall furnish to the sender a certificate of posting bearing an acknowledgement that the said deposit has been paid;

(iv) if the deposit paid exceeds the aggregate amount of the customs duty, postal fees and charges which are charged in the country or place of destination, the Board shall repay the excess to the sender;

(v) the sender shall also pay to the Board at the time that any amount is paid in accordance with sub-paragraph (i), or repaid by the Board in accordance with sub-paragraph (iv), of this paragraph a fee of fifty new pence.

(b) Where the sender of a cash on delivery parcel desires that the parcel may be delivered free of customs duty and of all other charges due thereon at the time of delivery except the trade charge, and in such case the provisions of paragraph (a) of this section shall apply:

Provided that the words to be marked on the cover of the parcel shall be "To be delivered free of all charges except the trade charge".

Parcels in Bond

17. (1) The Board may, on application being made (in such manner as it may direct) by the addressee of any parcel which is received in the Bailiwick by post from the United Kingdom, the Isle of Man or Jersey and is in the custody of the Board at some place appointed by the States Board of Administration for customs examination:-

- (a) make a search for the parcel in order that it may if possible receive expedited customs examination; or
- (b) permit the addressee or his authorised agent, attending at the place where the parcel is, to inspect the parcel; or
- (c) re-address the parcel to any person either within or outside the Bailiwick; or
- (d) permit the addressee or his authorised agent, attending at the place where the parcel is, to re-address the parcel to any person either within or outside the Bailiwick; or
- (e) transfer the packet (if it is a packet with respect to which a customs notice has been sent to the addressee) from the appointed place where the packet is to some other appointed place nominated by the addressee.

(2) There shall be charged and paid in respect of the facilities provided for in this section:-

- (a) for each of the facilities mentioned in paragraphs (a), (b), (c) and (e) of subsection (1) of this section, the fee appropriate to the number of parcels

comprised in the application, according to the scale of fees set out in columns 1 and 2 of Part I of the Ninth Schedule to this Order;

(b) for the facility mentioned in paragraph (d) of subsection (1) of this section, the fee appropriate to the number of parcels comprised in the application, according to the scale of fees set out in columns 1 and 3 of Part I of the said Ninth Schedule.

(3) Any fee charged under the provisions of subsection (2) of section sixteen of this Order on a parcel which is re-addressed under this section shall be paid by the original addressee.

(4) There shall be charged and paid by the original addressee in respect of each parcel which is re-addressed under this section:-

(a) to an address in the Bailiwick, the United Kingdom, the Isle of Man, Jersey or the Republic of Ireland, such additional postage and fees (if any) as would have been payable thereon if it had been redirected under the provisions of section twenty-two of this Order;

(b) to an address elsewhere, such additional postage and fees (if any) as would have been payable thereon if it had been redirected under the provisions of section eighteen of the Post Office (Overseas Parcel Post) Order, 1983.

(5) Where notice has been given under the provisions of section ten of the Post Office (Postal Packets) Ordinance, 1973 (c).

requiring entry to be made of the goods in a parcel which is received in the Bailiwick from the United Kingdom, the Isle of Man or Jersey and the parcel remains in the custody of the Board at some place appointed by the States Board of Administration for customs examination for a period of more than one month after the date of such notice, or such longer period as the States Board of Administration may allow, the Board may charge (in addition to any other fees payable under this Order) a fee as specified in Part II of the Ninth Schedule to this Order.

(6) The fees charged under subsection (5) of this section with respect to each parcel (other than a parcel which is returned to its sender) shall be paid by the addressee if the parcel shall be delivered to him, or by the original addressee if the parcel shall be re-addressed in accordance with paragraph (c) or (d) of subsection (1) of this section.

#### Articles for the use of the blind

18. (1) In this Order the expression "articles for the use of the blind" means:-

- (i) books, papers and letters to or from blind persons, impressed or otherwise prepared for the use of the blind;
- (ii) paper posted to any person for the purpose of being so impressed or prepared;

and the following articles specially adapted for the use of the blind:-

- (iii) relief maps;
- (iv) machines, frames and attachments for making impressions for the use of the blind;

- (v) writing frames and attachments;
- (vi) braillette boards and metal pegs  
therefor;
- (vii) de Braille instructional devices;
- (viii) games (including card games);
- (ix) mathematical appliances and attachments;
- (x) "Talking Books" and "Talking Newspapers",  
that is to say, voice recordings on  
magnetic tape, disc, film or wire of  
either:
  - (a) readings from printed books,  
journals, newspapers, periodicals  
or similar publications; or
  - (b) material which, although not  
necessarily printed, is of the  
nature of a book, journal,  
newspaper or similar publication  
and is not of the nature of a  
general entertainment programme;  
and apparatus designed to play  
such recordings;
- (xi) metal plates impressed, or posted for the  
purpose of being impressed, for the use of  
the blind;
- (xii) wrappers and labels for use on postal  
packets for the blind - bulk supplies;
- (xiii) watches, clocks, tools, aids, precision  
instruments, rules and measures designed  
for use by the blind;
- (xiv) sectional or collapsible walking sticks;
- (xv) harness for guide dogs.

(2) The following provisions shall apply to postal packets consisting of articles for the use of the blind:-

- (a) every packet shall bear on the outside thereof the inscription "Articles for the Blind" and the written or printed name and address of the sender;
- (b) every packet shall be subject to examination in the post;
- (c) every packet shall be posted either without a cover or in a cover which can be easily removed for the purposes of examination;
- (d) no packet shall contain any article not being an article for the use of the blind (except a label which may bear the name and address of the person to whom the packet is to be returned);
- (e) no packet shall contain any communication or inscription either in writing or printing (except the title, date of publication or manufacture, serial number, names and addresses of printer, publisher or manufacturer, price and table of contents of the book or paper, and any key to or instructions for the use of the special type or of any enclosed article);
- (f) articles (viii) to (xv) (inclusive) referred to in subsection (1) of this section may be sent only to blind persons by such institutions as have entered into special arrangements to the satisfaction of the Board with regard to the transmission of such articles, or to such institutions by blind persons.

Unaddressed packets

19. (1) Subject to the following subsections of this section, unaddressed packets may be sent in a consignment for general delivery within an area in respect of which the unaddressed packet delivery service is available.

(2) The number of unaddressed packets in each consignment shall be such as the Board shall require, having regard to the number of delivery points in the delivery area.

(3) The packets comprised in a consignment of unaddressed packets shall be identical with each other in all respects, and the weight (which shall not exceed one kilogram), dimensions and shape of each shall be such as the Board may approve.

(4) Every unaddressed packet shall be subject to examination in the post, save as the Board may allow either generally or in respect of any category of unaddressed packets or in any particular case, a packet without a cover shall not be fastened or otherwise treated so as to prevent easy examination, and a covered or enveloped packet shall be so made up that the contents can be easily examined without breaking any seal or tearing any paper or cutting any string or separating any adhering surfaces.

(5) The sender shall comply with such conditions as the Board may consider appropriate either generally or in the particular case as to:-

(a) the provision by the sender to the States

Post Office of a specimen of the unaddressed packets to be included in a proposed consignment before the consignment is posted;

(b) the assembly of the individual unaddressed

packets into groups or bundles by the sender,

and their enclosure by him in mail bags  
or other containers;

(c) the manner, time, day and office at which  
a consignment of unaddressed packets is to  
be posted;

(d) any incidental or supplemental matters for  
which the Board may consider it expedient  
to provide.

(6) There shall be charged and paid on unaddressed  
packets such rates of postage as the Board may fix, and different  
rates may be fixed for different circumstances:

Provided that the rate of postage charged and paid on a  
consignment of unaddressed packets shall not exceed the total  
postage which would have been payable under the provisions of  
this Order on the individual packets comprised in the  
consignment if each had been posted singly, and charged at the  
appropriate rate set out in item (i) or item (ii), as the case  
may be, in column 2 of the First Schedule to this Order.

(7) The Board shall publish in "La Gazette Officielle"  
or in such other manner as it may determine the rates of postage  
from time to time fixed by it under the last preceding subsection.

(8) Postage on unaddressed packets shall be paid in such  
manner as the Board shall require.

(9) The Board may if it thinks fit refuse to accept any  
consignment or part of a consignment of unaddressed packets for  
delivery.

(10) The Board may defer for such time as it thinks fit  
the delivery of any unaddressed packets.

(11) Any unaddressed packet which is not delivered may be  
dealt with or disposed of as the Board may think fit.

(12) The Board may provide as postal facilities in relation to unaddressed packets such incidental services as it may consider expedient, and the fees for any services so provided shall be such as the Board may fix either generally or in any particular case, and shall be paid in such manner as the Board shall require.

(13) For the purpose of the definition of "inland" in subsection (1) of section forty-nine of this Order, an unaddressed packet shall be deemed to be addressed to a place within the area in which it is to be delivered.

(14) The provisions of subsection (3) of section seven, section nine, section twenty-one, section twenty-seven, section thirty-five and section thirty-nine of this Order shall not apply to unaddressed packets.

PART III

Postal facilities

Charges for postal facilities

20. (1) There shall be charged and paid for the postal facilities specified in the Second Schedule to this Order the charges specified or referred to in the said Schedule, and the said facilities shall be subject to the conditions and provisions contained in the provisions of this Order.

(2) The postal facilities referred to in this Order and in the Second and Fourth Schedules thereto may be provided by the Board at such times, during such periods, and at such post offices, in such circumstances, and on such conditions (not being inconsistent with the provisions of this Order), as the Board may from time to time consider expedient.

Express delivery

21. (1) There shall be charged and paid for the conveyance of an express packet conveyed in the manner specified in the first column of the Fourth Schedule to this Order the rates specified in the second column of the said Schedule; and the facilities shall be subject to the limits of size and weight of the postal packets conveyed as referred to in the third column of the said Schedule, and to the further provisions contained in this Order.

(2) An express packet shall bear the word "Express" or such other words, and such lines or marks, as the Board may require.

(3) An express packet to be conveyed by special messenger shall be posted:-

(a) by being handed in at a post office to an officer of the States Post Office on duty at the counter; or

(b) (in circumstances which the Board permits that mode of posting) by being handed to an officer of the States Post Office for the time being authorised by the Board to receive such express packets otherwise than at a post office.

(4) The Board may forward a packet as an express packet although the full postage and fees chargeable thereon are not prepaid, and if the addressee refuses to pay the amount payable in respect of the deficiency, it shall be paid by the sender; and in no case shall the Board be bound to deliver any express packet not fully prepaid unless the addressee pays the amount payable thereon.

(5) All express packets shall be forwarded, conveyed, and delivered in all respects subject to the provisions of the enactments and Orders in force for the time being in relation to inland letter packets, so far as the same are applicable.

Redirection by the public

22. (1) Any postal packet (other than a business reply packet) may be redirected from its original address, or any substituted address, to the same addressee at any other address in the Bailiwick, the United Kingdom, the Isle of Man, Jersey or the Republic of Ireland.

(2) Any postal packet (other than a parcel) so redirected on the day of its delivery at the address from which it is redirected, or on the day next following (Sundays, Christmas Day, Good Friday and bank holidays being disregarded for this purpose), shall be transmitted by post free of any charge or postage in respect of such transmission:

Provided that this subsection shall not apply if before redirection the packet has been opened, or altered otherwise than by the substitution of a new address, or if the name of the addressee has been obscured by any adhesive label used to indicate the new address.

(3) Subject to the provisions of subsection (2) of this section, there shall be charged on each redirection of a postal packet, and (if not previously paid) paid by the addressee on the delivery of the packet at the new address, additional postage at the appropriate rate as if the transmission of the packet to the new address were a fresh transmission (otherwise than as a registered postal packet or a recorded delivery packet), together with the following fee where applicable:-

- (a) in the case of a registered postal packet,  
a fee equal to the minimum registration fee;

(b) in the case of a recorded delivery packet redirected to an address in the Bailiwick, the United Kingdom, the Isle of Man or Jersey, the recorded delivery fee specified in the Second Schedule to this Order:

Provided that (without prejudice to the general provision for remission under section forty-seven of this Order) in the case of a parcel redirected on the day of its delivery at the address from which it is redirected or on the day next following (Sundays, Christmas Day, Good Friday, and bank holidays being disregarded for this purpose), the Board may remit such additional postage if the parcel is redirected to an address served from the same delivery area.

(4) A letter which is redirected and to which subsection (2) of this section applies may be withheld from despatch or delivery until any subsequent despatch or delivery.

(5) Any letter which is redirected and to which subsection (3) of this section applies may be withheld from despatch or delivery unless before it is redirected, there is paid the additional postage mentioned in that subsection at the rate specified in or fixed under the First Schedule to this Order appropriate for its transmission as a letter together with any fee chargeable under the said subsection.

#### Evasion of postage by redirection

23. (1) In any case where the Board considers that a packet, purporting to be redirected, has been posted as a redirected

packet with a view to evading the payment of any postage chargeable by law upon such packet, it may, before the delivery of such packet, require the addressee (who shall furnish proof of identity to the satisfaction of the Board) to sign a receipt for the same.

(2) Any redirected packet which appears to have been opened before being redirected, and any packet which purports to be redirected in a manner designed to evade the payment of any postage chargeable thereon by law, shall be dealt with and charged as an unpaid packet of the same description or otherwise dealt with as the Board may think fit.

Poste restante

24. The following provisions shall apply to postal packets addressed to a post office to be called for:-

- (a) except as the Board may otherwise decide, the service is provided only for the convenience of travellers;
- (b) the address of such packets shall include the words "To be called for" or "Poste Restante";
- (c) such packets shall not be addressed to an addressee designated by a fictitious name, or by initials only, or by a Christian name without a surname;
- (d) the Board may refuse to deliver any such packet to a caller unless it is satisfied of the caller's identity;
- (e) such packets shall not be retained at the post office for delivery to the caller for more than fourteen days, unless the Board

Board otherwise allows) being identical with the others in size and shape and in the nature of its contents.

(3) Unless the Board in any particular case otherwise allows in writing, a person who proposes to make a rebate posting shall make application therefor to the Board on a postal form at least twenty-four hours before the time at which he wishes to make the posting.

(4) Without prejudice to the generality of the provisions of subsection (2) of section twenty of this Order, the sender shall comply with such conditions as the Board may consider appropriate in the particular case as to:-

- (a) the manner in which the postage on the individual postal packets comprised in the rebate posting is to be paid;
- (b) the sorting and assembly of the individual postal packets by the sender into groups according to their addresses;
- (c) the manner, time, day, and office at which the rebate posting is to be delivered to the States Post Office for transmission;
- (d) any incidental or supplemental matters for which the Board may consider it expedient to provide.

(5) Where the Board accepts a rebate posting for transmission under the provisions of this section and the sender complies with the said conditions, the Board shall refund to the sender or allow him in account, where the number of the postal packets comprised in the rebate posting is above five thousand, one tenth of the total postage charged on those packets.

(6) The Board may defer for such time as it thinks expedient the despatch or delivery of postal packets for transmission as a rebate posting under the provisions of this section.

#### Transmission of postal packets in bulk

26. (1) The Board may make arrangements with any senders of unregistered postal packets (other than cash on delivery packets) for their acceptance and transmission as bulk postings under the provisions of this section and such arrangements shall operate and continue in force at such times and during such periods as the Board may from time to time consider expedient.

(2) The senders of packets under the provisions of this section shall comply with such conditions as the Board may consider appropriate either generally or in the particular case and the provisions of subsection (1) of section fifteen of this Order shall not apply to any such packets which are parcels.

(3) There shall be charged and paid on packets accepted for transmission under the provisions of this section such rates of postage as the Board may fix; and different rates may be fixed for different circumstances.

(4) Postage on packets accepted for transmission under the provisions of this section shall be paid and denoted in such manner and at such time as the Board may require or permit and the provisions of subsection (3) of section seven of this Order shall not apply to such packets.

(5) The provisions of sections twenty-one and thirty-five of this Order shall not apply to any packet transmitted under the provisions of this section.

PART IV

Registration

Registration

27. (1) Subject to the provisions of this Order, any postal packet other than a parcel may be registered.

(2) There shall be charged and paid for the registration of any such postal packet the minimum registration fee, or, if the sender so elects, one of the higher registration fees specified in the first column of Part I of the Fifth Schedule to this Order.

Conditions applicable to registered packets

28. The conditions set out in Part II of the Fifth Schedule to this Order shall be complied with in relation to a registered postal packet.

Receipts for registered packets

29. On the delivery of a registered postal packet the recipient shall give a written receipt therefor in the approved form; and where such a receipt is not obtained, such packet may nevertheless be delivered, or may be withheld and dealt with or disposed of in such manner as the Board may think fit.

Compulsory registration

30. (1) If any postal packet (other than a parcel) having the word "registered", or any other word, phrase, or mark conveying the impression that the packet is registered or intended to be registered, written or impressed on it or on its envelope or cover, if found in the post or left at a post office, and the packet has not been registered, it shall be registered (whether or not it is eligible for registration under the provisions of subsection (1) of section twenty-seven of this Order), and may be detained for that purpose at any post office through which it shall pass.

(2) Where an unregistered postal packet (other than a parcel) is found when in the post to contain:-

- (a) any uncrossed postal order in which the name of the payee has not been inserted; or
- (b) any cheque or dividend warrant which is uncrossed and payable to bearer; or
- (c) any bearer security (including a share warrant, scrip or subscription certificate, bond or relative coupon); or
- (d) any bank note or currency note, being current in the Bailiwick or elsewhere; or
- (e) any unobliterated postage or revenue stamp available for current use in the Bailiwick or elsewhere (except a revenue stamp embossed or impressed on an instrument which has been executed); or
- (f) any National Savings stamp; or
- (g) any coupon, voucher, token, card, stamp or similar document, exchangeable (singly or with any other such documents) for money, goods or services; or
- (h) coin or jewellery;

of a total value of ten pounds or over, the packet shall be registered (whether or not it is eligible for registration under the provisions of subsection (1) of section twenty-seven of this Order), and may be detained for that purpose at any post office through which it passes; and in this subsection the expression "value", except in relation to jewellery, means face value.

(3) Any postal packet which is subject to compulsory registration under subsection (1) or subsection (2) of this section shall be forwarded to the addressee or tendered to the

sender (as the case may be) charged with the minimum registration fee and in the case of a second class letter, an additional sum equal to the difference between the amount of the postage paid thereon and the amount of the postage which would have been payable if the letter had been posted as a first class letter; the amount (if any) of the postage which may have been prepaid in respect of any packet other than a second class letter in excess of the ordinary postage and (in the case of a recorded delivery packet) the recorded delivery fee paid thereon, shall be accepted in payment or part payment (as the case may be) of such registration fee; and if the said excess amount is greater than the minimum registration fee, the packet shall be forwarded or tendered as aforesaid charged with the highest registration fee which the said excess amount covers, and the said excess amount shall be accepted in payment of such last mentioned registration fee.

(4) Where upon tender of such a postal packet to the addressee or sender he refuses or fails to pay the charges to which the same has become liable by law, the packet may be dealt with or disposed of in such manner as the Board may think fit.

#### Compensation for registered packets

31. (1) The maximum amount which shall be available for compensating persons aggrieved by the loss of or damage to a registered postal packet (including a packet which has been registered compulsorily under the provisions of section thirty of this Order) and its contents shall be the amount specified in the second column of Part I of the Fifth Schedule to this Order opposite the amount of the registration fee paid or charged in respect of the packet.

(2) For the purpose of this section any fee payable under the provisions of section twenty-two of this Order on redirection shall be disregarded.

PART V

Compensation fee parcel service scheme

Compensation fee parcel service scheme

32. (1) The provisions of this section, section thirty-three and section thirty-four shall apply to parcels posted under the compensation fee parcel service scheme (hereinafter referred to as "the Scheme").

(2) There shall be charged and paid in respect of parcels posted under the Scheme in addition to postage one of the compensation fees specified in the first column of Part I of the Sixth Schedule to this Order.

(3) Compensation shall not be paid under the provisions of section thirty-four for the loss of any parcel containing any of the articles which are set out in Part II of the Sixth Schedule to this Order.

(4) The Board may, if it thinks fit, refuse to accept payment of a compensation fee on the posting of any parcel.

Conditions applicable to the compensation fee parcel service scheme

33. (1) The conditions set out in Part III of the Sixth Schedule to this Order shall be complied with in relation to parcels which are posted under the Scheme.

(2) No compensation may be paid by the Board unless the Board is satisfied that the aforementioned conditions have been complied with.

Compensation under the compensation fee parcel service scheme

34. (1) The maximum amount which shall be available for compensating persons aggrieved by the loss of or damage to a parcel and its contents posted under the Scheme shall be the amount specified in the second column of Part I of the Sixth Schedule to this Order opposite the amount of the compensation fee paid in respect of the parcel.

(2) Payment of compensation under subsection (1) of this section will not be paid unless:-

- (a) a claim for such compensation is received from the sender or addressee within a period of three months beginning with the date on which the parcel was posted;
- (b) the certificate obtained on the posting of the parcel is produced and delivered up to the Board, if the Board so requires;
- (c) in a case where loss of the parcel is claimed, and the Board so requires, a declaration is made by the addressee that the parcel was not delivered to him or to the address on that certificate;
- (d) in a case where the parcel has been delivered and compensation is claimed for damage to all or any of its contents or for loss or abstraction of all or any of its contents and the Board so requires, the following things shall be produced for the Board's inspection in the condition as nearly as possible in which they were when the parcel was delivered:-
  - (i) where such damage is alleged, the cover of the parcel, the damaged article, its packing material, and any container in which the damaged article was enclosed;
  - (ii) where such loss or abstraction is alleged the cover of the parcel.

(3) In the case of a parcel which was redirected in accordance with section twenty-two of this Order after delivery at the address stated on the certificate obtained on the original posting thereof, no compensation may be paid under subsection (1) of this section for loss of, or damage to, the parcel or any of its contents while in the post, unless the parcel was so redirected by being re-posted and the full postage was prepaid on such re-posting with a further compensation fee, in which case compensation may be paid, subject to and in accordance with the foregoing provisions of this section, for any such loss or damage which the Board is satisfied occurred while the parcel was in the post after such re-posting, but so that the total amount payable in respect of the parcel and its contents shall not exceed the maximum amount appropriate to the further compensation fee paid.

(4) Subject to the provisions of subsection (1) of this section, the maximum amount of compensation which the Board may pay under subsection (1) of this section in respect of any article enclosed in or forming part of a parcel shall be such sum as in its opinion represents:-

(a) in a case where the Board is satisfied that the article has been lost or rendered valueless in the post, the market value thereof at the time of posting;

(b) in any other case, the amount by which such value has been diminished by damage suffered in the post.

(5) The decision of the Board on all questions arising between it and any person claiming compensation under subsection (1) of this section in respect of loss of or damage to any article shall be final and conclusive, and in a case where the Board

proposed that compensation should be paid for any such loss or damage it may (in its discretion) pay such compensation either to a claimant who appears to it to be the sender or to a claimant who appears to be the addressee.

PART VI

Recorded delivery

Recorded delivery service

35. (1) Subject to the provisions of this Order any unregistered postal packet (other than a parcel) may be sent by the recorded delivery service.

(2) There shall be charged and paid on each recorded delivery packet, in addition to any postage and other charges payable on such packet, the fee specified in the Second Schedule to this Order.

(3) If an unregistered postal packet (other than a parcel) to which is attached a label as required under the provisions of paragraph (b) of section thirty-six of this Order is found in the post or left at a post office, and the requirement of paragraph (a) or paragraph (c) of the said section thirty-six have not been complied with, the packet shall be forwarded to the addressee or tendered to the sender (as the case may be) charged with the recorded delivery fee, but the amount (if any) of postage which may have been prepaid in respect of the packet in excess of the ordinary postage shall be accepted in payment or part payment (as the case may be) of such recorded delivery fee.

(4) Where upon tender of such a postal packet to the sender in accordance with subsection (3) of this section the sender pays the charges to which it has become liable the packet shall be forwarded to the addressee.

(5) Where upon tender of such a postal packet to the addressee or sender, he refuses or fails to pay the charges to which it has become liable, the packet may be dealt with or disposed of in such manner as the Board thinks fit.

Conditions applicable to recorded delivery packets

36. The following conditions shall be complied with in relation to a recorded delivery packet:-

(a) the packet shall:-

(i) be handed to an officer of the

States Post Office on duty at the counter of a post office; or

(ii) be handed to an officer of the States Post Office for the time being authorised by the Board to receive recorded delivery packets otherwise than at a post office,

and any recorded delivery packet which has been transmitted to its original address and which is redirected in pursuance of the provisions of section twenty-two of this Order shall also be handed to such an officer as aforesaid;

(b) the sender of the packet shall complete such form and shall attach to the packet such label in such position, as may be directed by the Board;

(c) on the posting of the packet the person handing over the packet shall obtain a receipt therefor;

(d) the packet shall be made up in a reasonably strong cover appropriate to its contents, and (except in the case of a packet consisting of articles for the use of the blind or a

newspaper) so that no part of the contents can be removed without either breaking or tearing the case, wrapper or cover or forcing two adhesive surfaces apart, or breaking a seal;

(e) any article contained in the packet shall be adequately packed as a protection against damage in course of transmission; and in particular:-

(i) an article which is of fragile nature shall be packed in a container of sufficient strength and shall be surrounded in that container with sufficient and suitable material to protect the article against the effects of concussion, pressure and knocks to which postal packets are ordinarily exposed in transmission, and the packet shall bear the words "FRAGILE WITH CARE" written conspicuously in capital letters on the face of the cover above the address;

(ii) an article which is liable to be damaged by bending shall be packed in a container of sufficient strength to prevent the article from being bent in transmission, and the packet shall bear the words "DO NOT BEND" written conspicuously in capital letters on the face of the cover above the address;

(f) no postal packet to be transmitted as a recorded delivery packet shall contain:-

- (i) any uncrossed postal order in which the name of the payee has not been inserted;
  - (ii) any cheque or dividend warrant which is uncrossed and payable to bearer;
  - (iii) any bearer security (including a share warrant, scrip or subscription certificate, bond or relative coupon);
  - (iv) any bank note or currency note, being current in the Bailiwick or elsewhere;
  - (v) any unobliterated postage or revenue stamp available for current use in the Bailiwick or elsewhere (except a revenue stamp embossed or impressed on an instrument which has been executed);
  - (vi) any National Savings stamp;
  - (vii) any coupon, voucher, token, card, stamp or similar document exchangeable (singly or with any other such documents) for money, goods or services;
  - (viii) coin or jewellery;
- (g) where a recorded delivery packet has been delivered and it is alleged that loss or abstraction of or damage to the contents or any

of the contents of the packet occurred whilst it was in course of transmission by post, the following things shall be produced on demand for the inspection of the Board, in the condition as nearly as possible in which they were when the packet was delivered:-

(i) the receipt therefor obtained on posting the packet;

(ii) where loss or abstraction is alleged, the cover of the packet;

(iii) where damage is alleged, the cover of the packet, the damaged article, its packing material, and any container in which the damaged article was enclosed;

(h) where it is alleged that a recorded delivery packet has not been delivered the receipt therefor obtained on posting the packet shall be produced on demand for the inspection of the Board.

#### Receipts for recorded delivery packets

37. On the delivery of a recorded delivery packet the recipient shall give a written receipt therefor in the approved form; and where such a receipt is not obtained, the packet may nevertheless be delivered, or may be withheld and dealt with or disposed of in such manner as the Board may think fit.

#### Compensation for recorded delivery packets

38. If any article of pecuniary value enclosed in or forming part of, a recorded delivery packet be lost or damaged whilst in the custody of the Board, the Board may pay to any person from

whom a claim for compensation shall be received, and who shall establish a reasonable claim for compensation (having regard to the nature of the article, the care with which it was packed, and other circumstances) such sum, not exceeding eighteen pounds in respect of such packet as it may think just:

Provided that no compensation shall be paid in respect of a packet which has been redirected from its original address, or any substituted address, to the same addressee at any other address in the Republic of Ireland.

## PART VII

### Cash on delivery

#### Fees and conditions

39. (1) There shall be charged and paid on each cash on delivery packet, in addition to the postage and other charges payable on such packet, the fee specified in the Second Schedule to this Order.

(2) Cash on delivery packets (other than parcels) shall be registered.

(3) No trade charge exceeding two hundred and fifty pounds shall be collected under the provisions of this Order.

(4) The sender of a cash on delivery packet shall give details, as far as required, on the appropriate form (in this Order referred to as the "despatch inpayment document"), and shall mark the packet in such manner and with such particulars as the Board may require.

(5) The fee payable on a cash on delivery packet shall be paid by the sender and shall be indicated on the despatch inpayment document.

Delivery of cash on delivery packets

40. (1) A cash on delivery packet shall not be given up to the addressee, or opened at this request, until the trade charge and any postage or other charges due thereon have been paid.

(2) Where the trade charge on a cash on delivery packet exceeds fifty pounds or the trade charge and the postage or other charges due in respect of such a packet exceed that sum, the Board may give notice to the addressee of the arrival thereof and before delivery is effected require the addressee to pay the amount due within such period and at such office as may be specified in the notice.

Payment of trade charge to sender

41. The Board shall upon receiving the trade charge from the addressee remit the same by means of the despatch inpayment document to the appropriate authority for disposal of such amount thereof to the sender of the cash on delivery packet.

Discharge to States by payment

42. The payment of the amount of a despatch inpayment document in accordance with the provisions of this Order to whomsoever made, shall discharge the States and every officer of the States Post Office from all liability whatsoever in respect of that document and payment of the amount thereof notwithstanding any forgery, fraud, mistake, loss, neglect or omission which may have been committed or have occurred in the procuring of the document or obtaining the payment thereof or otherwise in relation thereto.

Void despatch inpayment documents

43. After the expiration of three months from the last day of the month in which any despatch inpayment document is issued

the document shall be absolutely void and of no effect, and the Board shall be under no liability to pay the amount thereof: Provided that in such case the Board may, if it thinks fit, although the document has become void, pay the amount thereof.

PART VIII

Compensation for ordinary postal packets

Compensation for ordinary postal packets

44. (1) Where the Board is satisfied that an article of pecuniary value enclosed in, or forming any part of, a postal packet (other than a registered packet, a recorded delivery packet, a parcel posted under the compensation fee parcel service scheme or a registered newspaper) has been lost or damaged whilst in the post, the Board may pay to the person who may, in the opinion of the Board, establish a justifiable claim to compensation (having regard to the nature of the article, the care with which it was packed, and other circumstances) such sum, not exceeding seventeen pounds, in respect of such packet as it may think just:

Provided that, where the packet has been delivered and compensation is claimed for damage to all or any of its contents or for loss or abstraction of all or any of its contents, and the Board so requires, the following things are produced for the Board's inspection, in the condition as nearly as possible in which they were when the packet was delivered:-

- (i) where such damage is alleged, the cover of the packet, the damaged article, its packing material, and any container in which the damaged article was enclosed;
- (ii) where such loss or abstraction is alleged, the cover of the packet.

(2) In the case of a claim for compensation on a postal packet containing cut flowers or plants which has been lost or damaged whilst in the post, compensation may be paid under subsection (1) of this section provided that, where the claim is

for damage caused either by physical means or through deterioration, the contents, when posted, must have been packed in a wooden container.

(3) Compensation may not be paid under subsections (1) and (2) of this section for the loss of or the damage to a postal packet or any of its contents if:

- (i) the postal packet was redirected after delivery at the place to which it was addressed, unless the postal packet was so redirected by being posted anew and full postage was prepaid on such reposting;
- (ii) the postal packet was destroyed or otherwise dealt with or disposed of by the Board pursuant to sections sixteen, nineteen or twenty-five of the Law;
- (iii) a claim for such compensation was not received within a period of twelve months from the date of posting;
- (iv) a certificate was not obtained on the posting of the packet or cannot be produced and delivered up to the Board;
- (v) the addressee fails to provide, where required by the Board, a signed declaration that the packet has not been received by him or delivered to the address on the certificate.

(4) No compensation may be paid for the loss of or the damage to any postal packet containing:

- (a) any uncrossed postal order on which the name of the payee has not been inserted;

- (b) any cheque or dividend warrant which is uncrossed and payable to bearer;
- (c) any bearer security (including a share warrant, scrip or subscription certificate, bond or relative coupon);
- (d) any bank note or currency note, being current in the Bailiwick of Guernsey postal area or elsewhere;
- (e) any unobliterated postage or revenue stamp available for current use in the Bailiwick of Guernsey postal area or elsewhere (except a revenue stamp embossed or impressed on an instrument which has been executed);
- (f) any Social Insurance or Savings stamp;
- (g) any coupon, voucher, token, card, stamp or similar document, exchangeable (singly or with any other such document for money, goods or services);
- (h) coin;
- (i) jewellery.

Conditions applicable to ordinary postal packets

45. (1) A certificate of posting, obtainable at the time of posting, shall be produced before any claim for compensation may be considered.

(2) The packet shall be made up in a reasonably strong cover appropriate to its contents and shall be securely tied, stitched, sealed or otherwise securely fastened.

(3) Any article contained in the packet shall be adequately packed as a protection against damage in course of transmission.

In particular:

(a) an article which is of a fragile nature shall be packed in a container of sufficient strength and shall be surrounded in that container with sufficient and suitable material to protect the article against the effects of concussion, pressure and knocks to which packets are ordinarily exposed in transmission, and the packet shall bear the words "FRAGILE WITH CARE" written conspicuously in capital letters on the face of the cover above the address;

(b) an article which is liable to be damaged by bending shall be packed in a container of sufficient strength to prevent the article from being bent in transmission, and the packet shall bear the words "DO NOT BEND" written conspicuously in capital letters on the face of the cover above the address;

(c) a packet containing any perishable article shall bear the word "PERISHABLE" written conspicuously in capital letters on the face of the cover above the address.

(4) The address of the person to whom the packet is to be transmitted shall be written fully and correctly on the cover thereof or on a label securely affixed or tied thereto.

(5) There shall not appear on the cover of the packet or on any label affixed or tied thereto any word, phrase or mark

indicating or conveying the impression that the packet is, or is intended to be, registered, or that a compensation fee has been, or is intended to be, paid.

(6) The packet shall not contain anything the posting of which in a postal packet is prohibited by or under any enactment or Order for the time being in force.

PART ~~XI~~ IX

General

Variation of route

46. Where any postal packet from its size, weight, character, or condition is in the opinion of the Board unfit for transmission by the route by which such packet would ordinarily travel in the post, such packet may be detained and forwarded by such other route as the Board may think fit.

Remission of postage

47. The Board may remit the whole or part of any postage or other sums chargeable under the provisions of this Order in such cases or classes of case as the Board may determine.

Repeals

48. The orders set out in the left hand column of the Tenth Schedule to this Order are hereby repealed to the extent set out in the right hand column of that Schedule.

Interpretation

49. (1) In this Order, unless the context otherwise requires, the following expressions have the meanings hereby respectively assigned to them:-

"approved" means approved by the Board;

"articles for the use of the blind" has the meaning assigned to it by section eighteen of this Order;

"business reply packet" means a letter which by authority of the Board may be posted without pre-payment of postage to an address of, or to the agent of, a person who has made provision to the satisfaction of the Board for the payment of the appropriate postage on letters so posted which are received by him or by such agent, being a letter which:-

- (a) consists of, or is enclosed in, a card, folder, letter card or envelope provided by that person with the authority of the Board on which are printed the address to which the letter may be so posted and special distinguishing characters allocated for the purpose by the Board; or
- (b) has affixed thereon a label provided by that person with such authority, on which are printed such address and the distinguishing characters so allocated;

"cash on delivery packet" means a registered letter or registered newspaper or parcel (whether posted under the compensation fee parcel service scheme or not) upon which the Board undertakes at the request of the sender to collect or secure the collection of a sum of money (in this Order referred to as a trade charge) on his behalf from the addressee of the packet as a condition of delivery and upon which the sender has paid the fee for the cash on delivery service;

"coin" means coin (whether or not current) except such as is used or designed for purposes of ornament;

"current registered newspaper" means a registered newspaper which is of current issue and is in course of distribution by the publisher, a wholesaler or a retailer and which is intended by the sender to be transmitted at the rate of postage specified in item 2 of the First Schedule to this Order and includes a packet of such newspapers;

"despatch inpayment document" has the meaning assigned to it by section thirty-nine of this Order;

"express delivery office" means any post office from time to time approved by the Board for the reception of postal packets for conveyance and delivery by special messenger;

"express packet" means a letter packet conveyed and delivered by special messenger, at the request of the sender or the addressee;

"first class letter" means any letter posted at a place outside the Bailiwick as a first class letter within the meaning of the law of the place where it is posted;

"inland" when used in relation to any postal packet, or any description of postal packet, means posted in the Bailiwick and addressed to some place within the United Kingdom, Jersey, the Isle of Man and the Republic of Ireland;

"jewellery" means:-

- (a) gold, silver or platinum or other precious metal in a manufactured state; that is to say, a state in which value is added to the raw material by skilled workmanship, and in this definition are included any coins used or designed for purposes of ornament;
- (b) diamonds and precious stones;
- (c) watches, the cases of which are entirely or mainly composed of gold, silver or platinum or other precious metals; and
- (d) any article of a like nature which, apart from workmanship, has an intrinsic or market value;

"the Law" means the Post Office (Guernsey) Law, 1969 (d);

"letter" means any postal packet except a packet consisting of articles for the use of the blind, a newspaper, a parcel, or an unaddressed packet;

"local letter" means a letter posted at a place within the Bailiwick and addressed to a place within the Bailiwick;

"local parcel" means a parcel addressed to a place within the local parcel delivery area of the place at which the parcel is posted;

"local parcel delivery area" means the area specified by the Board as such for the place at which a parcel is posted;

"the minimum registration fee" means the fee referred to as such in the first column of Part I of the Fifth Schedule to this Order;

"the Ordinance" means the Post Office (Postal Packets) Ordinance, 1973 (e);

"ordinary parcel" means a parcel which is not a local parcel;

"ordinary postal packet" means a packet which is not posted under any special service;

"paper money" means:-

- (a) bank notes or currency notes being current in the Bailiwick or elsewhere;
- (b) postal orders;
- (c) unobliterated postage or revenue stamps available for current use in the Bailiwick or elsewhere (except revenue stamps embossed or impressed on an instrument which has been executed) and National Savings stamps;
- (d) exchequer bills, bills of exchange, promissory notes, cheques, credit notes which entitle the holder to money or goods and all

orders and authorities for the payment  
of money, whether negotiable or not;

(e) bonds and coupons relating thereto and  
other securities for money, whether  
negotiable or not;

(f) coupons, vouchers, tokens, cards, stamps  
or similar documents exchangeable (singly  
or with other such documents) for money,  
goods or services;

"parcel" means a postal packet which is posted  
as a parcel in accordance with the provisions  
of this Order;

"postal form" means a form issued by or under  
the authority of the Board;

"postal packet" means and includes every packet or  
article transmissible by post;

"recorded delivery packet" means an unregistered  
postal packet which is sent by the recorded  
delivery service;

"redirection" as applied to a postal packet includes  
re-posting;

"second class letter" means any letter posted  
at a place outside the Bailiwick as a second  
class letter within the meaning of the law of  
the place where it is posted;

"trade charge" has the meaning assigned to it  
in the foregoing definition of "cash on  
delivery packet";

"unaddressed packet" means a postal packet,  
whether enclosed in a cover or not, which is

not addressed to or intended for delivery  
to any specified addressee or address,  
and forms part of a consignment for general  
delivery within a particular area;

and other expressions have the same meanings as in the Law.

(2) Any reference in this Order to additional postage shall take effect in relation to a postal packet for which no rate of postage is specified as though for the words "additional postage" there were substituted the word "postage".

(3) Any reference in this Order to any other enactment or Order shall, except where the context otherwise requires, be construed as including a reference to that enactment or Order as amended, repealed or replaced, extended or applied by or under any other enactment or Order including this Order.

(4) The Interpretation (Guernsey) Law, 1948 (f), shall apply to the interpretation of this Order as it applies to the interpretation of a Guernsey enactment.

#### Application

50. The provisions of this Order shall apply exclusively to inland postal packets, except in so far as the provisions of this Order are expressly made applicable to any other postal packets by the provisions of this Order or any other Order relating to such postal packets.

Application of the provisions of this Order to postal packets transmitted to and from the United Kingdom, the Isle of Man, Jersey and the Republic of Ireland

51. (1) The provisions of this Order shall apply to postal packets transmitted between the Bailiwick and the United Kingdom, the Isle of Man and Jersey so far as relates to the posting,

registration, compensation, conveyance, delivery and treatment of such postal packets under the authority of the Board.

(2) The provisions of this Order shall apply to postal packets transmitted between the Bailiwick and the Republic of Ireland so far as relates to the posting, registration, compensation, conveyance, delivery and treatment of such postal packets under the authority of the Board, subject nevertheless to the following modifications, exceptions and additions:-

(a) in the application of section one and section six of this Order to postal packets posted in any part of the Bailiwick for transmission to the Republic of Ireland, the descriptions of such packets, the rates, and the shape and limits of size and weight specified in the Seventh Schedule and the Eighth Schedule to this Order shall be substituted for the descriptions, the rates, and the shape and limits of size and weight specified in the First Schedule and the Third Schedule to this Order;

(b) for section twenty-eight of this Order there shall be substituted the following section:-

"28. The conditions set out in Part II of the Fifth Schedule to this Order shall be complied with in relation to a registered postal packet posted in the Bailiwick for transmission to an addressee in the Republic of Ireland.";

(c) for section thirty-one of this Order there shall be substituted the following section:-

"31. (1) If any article of pecuniary value enclosed in, or forming part of, a registered postal packet including a registered parcel posted as such in the Republic of Ireland be lost or damaged whilst in the custody of the Board, the Board may pay to any person who may, in the opinion of the Board, establish a reasonable claim to compensation (having regard to the nature of the article, the care with which it was packed, and other circumstances) such sum as it may think just: Provided that if the registration fee paid in respect of the registered postal packet so lost or damaged as aforesaid is the minimum registration fee or one of the higher registration fees specified in the first column of Part I of the Fifth Schedule to this Order (any of which higher registration fees may be paid by the sender) the sum paid by way of compensation shall not exceed the sum specified in the second column of the said part of the said Schedule opposite the amount of the registration fee paid."

(3) The provisions of section seventeen of this Order shall apply in respect of parcels and other postal packets received in the Bailiwick by post from the Republic of Ireland as they apply in respect of parcels received from the United Kingdom, the Isle of Man or Jersey with the addition at the end of

paragraph (b) of subsection (4) of section seventeen of the words "or (in the case of a postal packet other than a parcel) the postage and fees which would have been payable thereon if it had been posted as a fresh packet for transmission under the provisions of the Post Office (Overseas Letter Post) Order, 1983, to the new address."

(4) No postal packet shall be transmitted between the Bailiwick and the Republic of Ireland as a business reply packet, a cash on delivery packet, a recorded delivery packet or an unaddressed packet.

(5) The service relating to an express packet, in so far as it provides for the conveyance of the packet by special messenger, shall not apply to postal packets transmitted between the Bailiwick and the Republic of Ireland.

(6) The provisions of section twenty-five of this Order shall not apply to postal packets transmitted between the Bailiwick and the Republic of Ireland.

(7) Where the postage payable on any postal packet (Other than a parcel) transmitted between the Bailiwick and the Republic of Ireland has not been, or has been insufficiently prepaid by the sender, there shall be payable by the addressee on the delivery of the packet, or if the packet is refused or cannot for any other reason be delivered, by the sender, an amount equal to double the amount of the postage, or, as the case may be, of the deficiency.

(8) If any postal packet transmitted between the Bailiwick and the Republic of Ireland, being a packet which is subject to

compulsory registration, shall be posted without registration no claim to compensation will be considered by the Board to arise in respect of the loss or damage (if any) of any article enclosed in or forming part of such packet.

(9) The decision of the Board on all questions arising between the Board and any person claiming payment in respect of the loss of or damage to any article enclosed in or forming part of a registered postal packet transmitted between the Bailiwick and the Republic of Ireland shall be final and conclusive.

Citation

52. This Order may be cited as the Post Office (Inland Post) Order, 1983.

Commencement

53. This Order shall come into force on the fifth day of April, nineteen hundred and eighty-three.

Dated this thirtieth day of March, nineteen hundred and eighty-three.



R. J. LE PREVOST  
President of the States Post Office Board,  
for and on behalf of the Board.

FIRST SCHEDULE

Sections one, nineteen,  
twenty-two, forty-nine  
and fifty-one

Rates of postage on postal packets

Col. 1 Description of postal packet	Col. 2 Rates of postage
1. Letter	<p>(i) If transmitted as a local letter:</p> <p>Weight not exceeding 100 g. ... 9p thereafter,</p> <p>not exceeding 150 g. ... 14p " " 200 g. ... 18p " " 250 g. ... 23p " " 300 g. ... 28p " " 350 g. ... 34p " " 400 g. ... 38p " " 450 g. ... 42p " " 500 g. ... 47p " " 750 g. ... 70p " " 1000 g. ... 94p</p> <p>and thereafter, for each additional 250 g. or part thereof ... 23p</p> <p>(ii) If transmitted as a letter to the United Kingdom, the Isle of Man, or Jersey:-</p> <p>Weight not exceeding 60 g. ... 13p thereafter,</p> <p>not exceeding 100 g. ... 17p " " 150 g. ... 21p " " 200 g. ... 26p " " 250 g. ... 31p " " 300 g. ... 37p " " 350 g. ... 41p " " 400 g. ... 47p " " 450 g. ... 52p " " 500 g. ... 57p " " 550 g. ... 62p " " 600 g. ... 67p " " 650 g. ... 73p " " 700 g. ... 78p " " 750 g. ... 84p " " 800 g. ... 92p " " 850 g. ... 101p " " 900 g. ... 110p " " 950 g. ... 119p " " 1000 g. ... 128p</p> <p>and thereafter, for each additional 250 g. or part thereof ... 36p</p>

SECOND SCHEDULE

Sections two, eleven,  
twenty, twenty-two,  
thirty-five and  
thirty-nine

Postal facilities

1. Certificate of posting ... .. Free
2. Recorded delivery ... .. 20p
3. Cash on delivery ... .. 50p
4. Advice of delivery of, or inability to deliver, a registered postal packet:-
  - (a) if requested at time of posting ... 20p
  - (b) if requested after posting ... 40p
5. Advice of delivery of, or inability to deliver, a recorded delivery packet:-
  - (a) if requested at time of posting ... 20p
  - (b) if requested after posting ... 40p
6. Private Post Boxes. Collection by the Board of postal packets (other than parcels) posted in a private posting box (provided by the person requesting the facility) of a design and in a position approved by the Board:-
  - (1) For initial period of one year or less:-
    - (a) For one collection, on six or fewer weekdays in every week £50
    - (b) Where the posting box is above or below ground floor - for each floor which the collector has to ascend to make the collection ... Such fee not exceeding £20 as the Board may fix, having regard to the facilities available for ascent and descent.
    - (c) Distance fee, payable where collection, in the opinion of the Board, involves travelling in excess of the normal route of the collecting officer ... Such fee as the Board may fix, having regard to the cost of the excess travelling.

- (2) For each subsequent full year ... The fees chargeable under (1).
- (3) For a subsequent part only of a year ... A rateable proportion of the fees chargeable under (1).

7. Private Boxes. Provision by the Board of a private box for a person requesting this facility (hereinafter referred to as "a Box Holder").

- (i) in which postal packets addressed to the Box Holder are placed awaiting collection by the Box Holder; or
- (ii) in which postal packets addressed to a person approved by the Box Holder (hereinafter referred to as "an approved addressee") are placed to await collection by the approved addressee or his agent.

instead of being delivered by postman at the place of address:-

A.-For initial period of one year or less:-

- (1) (a) Box for reception of postal packets other than parcels, or for reception of parcels only:-
- |                   |     |     |     |     |
|-------------------|-----|-----|-----|-----|
| Guernsey          | ... | ... | ... | £25 |
| Alderney and Sark | ... | ... | ... | £17 |
- (b) Box for reception of all classes of postal packets:-
- |                   |     |     |     |     |
|-------------------|-----|-----|-----|-----|
| Guernsey          | ... | ... | ... | £50 |
| Alderney and Sark | ... | ... | ... | £34 |
- (c) For each approved addressee £2

- (2) Diversion fee, payable in addition to the fees referred to in (1) where the holder of the private box carries on business at different addresses and postal packets addressed to him at more than one address are to be placed in the private box for collection:

For each address (after the first) to which packets are addressed, and for each style (after the first) in which packets are addressed to each address (after the first) ... £30

B.-For each subsequent full year ... The fees chargeable under paragraph A.

C.-For a subsequent part only of a year ... A rateable proportion of the fees chargeable under paragraph A.

8. Private Bags. Use of a private bag, that is to say, a bag or other receptacle (provided by the owner with the approval of the Board) in which postal packets for or from a particular address may be collected or posted by the owner or his agent:-

A.-For initial period of one year of less:-

- (1) (a) For posting postal packets other than parcels or for posting parcels only ... £25
- (b) For posting all classes of postal packets ... £50
- (c) For posting and collecting postal packets ... The fee appropriate under (a) or (b), plus the appropriate fee under item 7A (1) as if the bag were a private box.

(2) Diversion fee, payable in addition to the fees chargeable under (1) in the circumstances referred to in item 7A (2) ... As item 7A (2).

B.- For each subsequent full year .. The fees chargeable under Paragraph A.

C.- For a subsequent part only of a year ... A rateable proportion of the fees chargeable under paragraph A.

9. Redirection by the States Post Office. Redirection of postal packets from their original address to the same addressee at another address in pursuance of the addressee's application:-

A.- Where the original address is a business address and the addressee has permanently ceased to occupy the premises to which the packets are addressed, or where the original address is not a business address:-

- (1) On an application for redirection for a period not exceeding one month ... .. £1.75
- (2) On an application for redirection for a period not exceeding three months (including a period following that specified in an earlier application) ... .. £4.00
- (3) On an application for redirection for a period not exceeding one year (including a period following that specified in an earlier application) ... .. £10.00

(Note: (i) Where the original address is a private residence and postal packets addressed to several members of one family bearing the same surname are all to be redirected to one other address, the addressees are to be regarded together as constituting one addressee for the purpose of the fee payable.

(ii) See also section two of this Order as to additional postage on parcels.)

B.- Where the original address is a business address and the addressee has temporarily ceased to occupy the premises to which the packets are addressed:-

For each continuous period not exceeding 14 days ... .. 50p

10. Diversion of Postal Packets. Delivery of postal packets addressed to the addressee's private address at his business address, or of postal packets addressed to one or more business addresses, at another business address of the same addressee or at his private address, where the fee mentioned in item 9 is not applicable:-

For each address from which packets are diverted and for each style after the first in which the packets are addressed to each such address:-

- (1) For initial period of one year or less ... .. £30
- (2) For each subsequent full year ... £30
- (3) For a subsequent part only of a year ... .. A rateable proportion of the fee chargeable under (2).

11. Search Fee. Search made at a delivery office at the request of the addressee or his agent to ascertain whether any postal packets for a particular address are available for delivery:-

for each search ... .. 50p

(Note: This fee is not charged:-

- (a) if the search is for postal packets addressed to a post office to be called for in accordance with section twenty-four of this Order; or
- (b) if the addressee is the holder of a Private Box at the post office concerned, or the holder of a Private Bag used for the collection of postal packets from that post office.)

12. Temporary Retention. Withholding of postal packets from delivery at the request of the addressee:-

For a period, unbroken except by a Sunday, up to one month ... .. £2.50

up to two months ... .. £5.00

13. Floor Fee. For delivery of postal packets for a business address at a floor other than the ground floor, or (where the addressee is not in occupation of the ground floor) at a floor other than the floor occupied by the addressee which is nearest to the ground floor:-

For each extra floor to which the delivery officer has to ascend or descend to make the delivery, per annum ... ..

Such fee not exceeding £20 as the Board may fix, having regard to the facilities available for ascent and descent.

- 14. Separation Fee. For separating postal packets addressed to a particular Department of the addressee from other postal packets addressed to the addressee at the same address and delivering them separately to that Department:-

For each Department to which postal packets are separately delivered (in addition to the floor fee where item 14 applies), per annum ... £30

- 15. Private Roadside Letter Boxes. Delivery into a private roadside letter box where the box need not be unlocked. No fee

- 16. Private Delivery Service. For separating postal packets addressed to the same address according to such codes, private box numbers, descriptions, words, figures, characters or marks used with the address as may have been approved for the purpose by the Board and for delivery by postman to a single point in advance of the general delivery:-

- (1) for initial period of one year or less ... .. Such fee as the Board may fix for a minimum period of one year in the particular case;
- (2) for each subsequent full year Such fee as the Board may fix for that year in the particular case;
- (3) for a subsequent part only of a year ... .. A rateable proportion of the fee chargeable under (2).

THIRD SCHEDULE

Section six

Limits of size and weight

Col. 1 Description of postal packet	Co. 2 Limits of size	Col. 3 Limits of weight
1. Letter	Length 610 mm. Width or depth 460 mm. In roll form: Length plus twice diameter: 1040 mm. Greatest dimension: 900 mm. (Minimum size for envelopes or cards: Length: 100 mm; width 70 mm.)	No limits.
2. Newspaper	As for item 1 (b)	Not exceeding 750 g.
3. Articles for the use of the blind	As for item 1 (b).	Not exceeding 7 kg.
4. Parcel	Greatest length: 1070 mm. Greatest length and girth combined: 2 m. (the girth to be measured round the thickest part).	Not exceeding 10 kg.
5. Business reply packet	As for item 1 (a) or (b) as appropriate.	As for item 1 (a) or (b) as appropriate.

FOURTH SCHEDULE

Sections twenty  
and twenty-one

Express delivery service

Col. 1 Service	Col. 2 Fees	Col. 3 Limit of size and weight
Conveyance by special messenger of a letter packet from the office of delivery at the request of the sender.	£1.25 for delivery on weekdays in addition to any postage, fees or other sums ordinarily payable.	As specified in the Third Schedule to this Order.

FIFTH SCHEDULE

Sections twenty-seven,  
twenty-eight,  
thirty, and  
thirty-one

Registered postal packets

PART 1

Registration fees and maximum compensation

Col. 1 Registration fee (in addition to postage)	Col. 2 Maximum compensation (payable according to fee paid or charged)
<p style="text-align: center;">£</p> <p style="text-align: center;">1.00 (minimum registration fee)</p> <p style="text-align: center;">1.10</p> <p style="text-align: center;">1.20</p>	<p style="text-align: center;">£</p> <p style="text-align: center;">500</p> <p style="text-align: center;">1250</p> <p style="text-align: center;">1750</p>

PART II

Conditions which must be complied with

1. A packet for transmission by registered post shall:-

- (a) be handed for registration to an officer of the States Post Office on duty at a post office; or
- (b) be handed for registration to some officer of the States Post Office authorised to receive packets for registration though not on duty at a post office,

and any registered postal packet which has been transmitted to its original address, and which is redirected in pursuance of section twenty-two of this Order, shall also be handed to such an officer as aforesaid.

2. (1) Subject to the provisions of this Order, the fee chargeable for the registration of the packet, and any other sum chargeable thereon, shall be prepaid.

(2) On the posting of the packet the person handing over the packet shall obtain a certificate bearing thereon an acknowledgment that the registration fee has been paid.

(3) Where a registered postal packet which has been transmitted to its original address is redirected, sub-paragraphs (1) and (2) shall not apply, and if the person tendering the packet for registration does not prepay any sum chargeable on that packet, a certificate of posting stating that the said sum has not been paid shall be obtained.

3. (1) A packet for transmission by registered post shall be made up in a reasonably strong cover appropriate to its contents.

(2) Except in the case of a packet consisting of articles for the use of the blind, or a current registered newspaper:-

- (a) the packet shall be fastened with wax, gum or other adhesive substance, or where suitable, securely tied with string which is sealed with wax or which is secured at each end by means of a lead, steel or strong metal seal crushed with a press;
- (b) where the packet is fastened by means of strips of adhesive paper or tape each strip shall have printed, stamped or written on it the trade mark, name or initials of the sender or the name or initials of the person who tenders the packet for transmission;
- (c) where the packet is fastened by means of strips of adhesive tape, the tape shall (except as the Board may otherwise permit) be transparent and uncoloured;
- (d) the packet shall be so made up that no part of the contents can be removed without either breaking or tearing the case, wrapper or cover or forcing two adhesive surfaces apart or breaking a seal.

(3) Any article contained in the packet shall be adequately packed as a protection against damage in course of transmission. In particular:-

- (a) an article which is of a fragile nature shall be packed in a container of sufficient strength and shall be surrounded in that container with sufficient and suitable material to protect the article against the effects of concussion, pressure and knocks to which postal packets are ordinarily exposed in transmission, and the packet shall bear the words "FRAGILE WITH CARE" written conspicuously in capital letters on the face of the cover above the address;
- (b) an article which is liable to be damaged by bending shall be packed in a container of sufficient strength to prevent the article from being bent in transmission, and the words "DO NOT BEND" written conspicuously in capital letters on the face of the cover above the address.

(4) If the packet contains coin, the coin shall be packed in such a way that it cannot move about and coin of total value in excess of five pounds shall not be enclosed in any one postal packet except where the value of each coin exceeds its face-value.

(5) The following articles, if tendered for transmission by registered post, shall (except as the Board may otherwise permit) be enclosed in one of the registered letter envelopes sold by the States Post Office Board and be tendered for transmission by registered letter post:-

- (a) any uncrossed postal order in which the name of the payee has not been inserted;
- (b) any cheque or dividend warrant which is uncrossed and payable to bearer;
- (c) any bearer security (including a share warrant, scrip or subscription certificate, bond or relative coupon);
- (d) any bank note or currency note, being current in the Bailiwick or elsewhere;
- (e) any unobliterated postage or revenue stamp available for current use in the Bailiwick or elsewhere (except a revenue stamp embossed or impressed on an instrument which has been executed);
- (f) any National Savings stamp;
- (g) any coupon, voucher, token, card, stamp or similar document, exchangeable (singly or with any other such document) for money, goods or services;
- (h) coin.

(6) The address of the person to whom the packet is to be transmitted shall be written fully and correctly on the cover or on a label securely affixed to such cover by gum or other adhesive substance.

4. No packet for transmission by registered post shall contain any article or thing which by or under any enactment or the provisions of this Order it is unlawful to send by post.

5. Where a registered postal packet has been delivered and it is alleged that loss or abstraction of or damage to the contents or any of the contents of the packet occurred whilst it was in course of transmission by post, the following things shall be produced on demand for the Board's inspection, in the condition as nearly as possible in which they were when the packet was delivered:-

(a) where loss or abstraction is alleged, the cover of the packet;

(b) where damage is alleged, the cover of the packet, the damaged article, its packing material, and any container in which the damaged article was enclosed.

SIXTH SCHEDULE

Sections thirty-two,  
thirty-three and  
thirty-four

Compensation fee parcel service scheme

PART I

Parcel compensation fee and maximum compensation

Col. 1 Compensation fee (in addition to postage)	Col. 2 Maximum compensation (payable according to fee paid or charged)
£	£
0.27	60
0.37	125
0.55	225
0.70	350

PART II

Articles for loss of, or damage to, which no compensation may be paid:

- (a) any uncrossed postal order in which the name of the payee has not been inserted;
- (b) any cheque or dividend warrant which is uncrossed and payable to the bearer;
- (c) any bearer security (including a share warrant, scrip or subscription certificate, bond or relative coupon);
- (d) any bank note or currency note, being current in the Bailiwick or elsewhere;
- (e) any unobliterated postage or revenue stamp available for current use in the Bailiwick or elsewhere (except a revenue stamp embossed or impressed on an instrument which has been executed);
- (f) any National Savings stamp;
- (g) any coupon, voucher, token, card, stamp or similar document, exchangeable (singly or with any other such document) for money, goods or services;
- (h) coin.

PART III

Conditions which must be complied with

1. The sender of the parcel shall write on the prescribed form the name of the addressee and the address thereof, and on the posting of the parcel the person handing over the parcel shall obtain on that form a certificate of posting on which the amount of the compensation fee paid in accordance with subsection (2) of section thirty-two of the Order, or the amount of the compensation fee charged to the sender, is specified.
2. The parcel shall be made up in a reasonably strong cover appropriate to its contents and shall be securely tied, stitched, sealed or otherwise securely fastened.
3. Any article contained in the parcel shall be adequately packed as a protection against damage in course of transmission, in particular:-
  - (a) an article which is of a fragile nature shall be packed in a container of sufficient strength and shall be surrounded in that container with sufficient and suitable material to protect the article against the effects of concussion, pressure and knocks to which postal packets are ordinarily exposed in transmission, and the parcel shall bear the words "FRAGILE WITH CARE" written conspicuously in capital letters on the face of the cover above the address;
  - (b) an article which is liable to be damaged by bending shall be packed in a container of sufficient strength to prevent the article from being bent in transmission, and the parcel shall bear the words "DO NOT BEND" written conspicuously in capital letters on the face of the cover above the address;
  - (c) a parcel containing any perishable article shall bear the words "PERISHABLE" written conspicuously in capital letters on the face of the cover above the address.
4. The address of the person to whom the parcel is to be transmitted shall be written fully and correctly on the cover thereof or on a label securely affixed or tied thereto.
5. There shall not appear on the cover of the parcel or on any label affixed or tied thereto any word, phrase or mark indicating or conveying the impression that the parcel is, or is intended to be, registered, or that a compensation fee has been, or is intended to be, paid.
6. The parcel shall not contain anything the posting of which in a postal packet is prohibited by or under any enactment or this Order.

SEVENTH SCHEDULE

Section fifty-one

Rates of postage for postal packets to be transmitted to the Republic of Ireland

Col. 1 Description of postal packet	Col. 2 Rates of postage
1. Letter	Weight not exceeding 60 g. ... .. 13p
	thereafter, not exceeding 100 g. ... 17p
	" " " 150 g. ... 21p
	" " " 200 g. ... 26p
	" " " 250 g. ... 31p
	" " " 300 g. ... 37p
	" " " 350 g. ... 41p
	" " " 400 g. ... 47p
	" " " 450 g. ... 52p
	" " " 500 g. ... 57p
	" " " 550 g. ... 62p
	" " " 600 g. ... 67p
	" " " 650 g. ... 73p
	" " " 700 g. ... 78p
	" " " 750 g. ... 84p
	" " " 800 g. ... 92p
	" " " 850 g. ... 101p
" " " 900 g. ... 110p	
" " " 950 g. ... 119p	
" " " 1000 g. ... 128p	
	and thereafter, for each additional 250 g. or part thereof ... .. 36p
2. Newspapers	Weight not exceeding 100 g. ... 9p
	thereafter, not exceeding 150 g. ... 14p
	" " " 200 g. ... 18p
	" " " 250 g. ... 23p
	" " " 300 g. ... 28p
	" " " 350 g. ... 34p
	" " " 400 g. ... 38p
	" " " 450 g. ... 42p
" " " 500 g. ... 47p	
" " " 750 g. ... 70p	
3. Articles for the use of the blind	No rate specified
4. Parcel	Weight not exceeding 1 kg. ... .. £1.30
	thereafter, not exceeding 2 kg. ... £1.67
	" " " 3 kg. ... £2.00
	" " " 4 kg. ... £2.20
	" " " 5 kg. ... £2.35
	" " " 6 kg. ... £2.50
	" " " 7 kg. ... £2.65
	" " " 8 kg. ... £2.80
	" " " 9 kg. ... £2.95
	" " " 10 kg. ... £3.10

EIGHTH SCHEDULE

Section fifty-one

Limits of size and weight for postal packets to be  
transmitted to the Republic of Ireland

Col. 1 Description of postal packet	Col. 2 Limits of size	Col. 3 Limits of weight
1. Letter	Length 610 mm. Width or depth 460 mm. In roll form: Length plus twice diameter: 1040 mm. Greatest dimension: 900 mm.  (Minimum size for envelopes or cards; length: 100 mm; width 70 mm.)	No limits.
2. Newspaper	As for item 1 (b)	Not exceeding 750 g.
3. Articles for the use of the blind	As for item 1 (b)	Not exceeding 7 kg.
4. Parcel	Greatest length: 1070 mm. Greatest length and girth combined: 2 m. (the girth to be measured round the thickest part).	Not exceeding 10 kg.

NINTH SCHEDULE

Section seventeen

Packets in bond

PART I

Search, inspection and re-addressing fees

Col. 1 Number of packets	Col. 2 £	Col. 3 £
1	2.20	1.10
2	2.50	1.25
3	2.80	1.40
4	3.10	1.55
5	3.40	1.70
6 to 10 inclusive	4.50	2.25
11 to 20 "	5.60	2.80
21 to 30 "	6.70	3.35
31 to 40 "	7.80	3.90
41 to 50 "	8.90	4.45
Thereafter, for every additional 25 or part thereof	2.80	1.40

PART II

Storage fees

Col. 1 Period stored	Col. 2 Number of packets	Col. 3 Fees, per item
(a) up to 28 days	1	1.70
	1 to 5	1.40
	thereafter 6 to 30	.80
	" 31 to 300	.50
	and thereafter	.45
(b) over 28 days	As item (a) plus an additional charge of 10p per item, per working day or part thereof.	

TENTH SCHEDULE

Section forty-eight

Orders Repealed

Orders	Extent of repeal
✓ The Post Office (Inland Post) Order, 1973 (g).	The whole Order (so far as it remains unrepealed).
✓ The Post Office (Inland Post) (Amendment) Order, 1975 (h).	The whole Order.
✓ The Post Office (Miscellaneous Amendments) (No.2) Order, 1975 (i).	Section three.
✓ The Post Office (Miscellaneous Amendments) Order, 1976 (j).	The whole Order (so far as it remains unrepealed).
✓ The Post Office (Miscellaneous Amendments) (No.2) Order, 1976 (k).	The whole Order (so far as it remains unrepealed).
✓ The Post Office (Miscellaneous Amendments) Order, 1977 (l).	Section three.
✓ The Post Office (Inland Post) (Amendment) Order, 1979 (m).	The whole Order (so far as it remains unrepealed).
✓ The Post Office (Inland Post) (Amendment) Order, 1980 (n).	The whole Order (so far as it remains unrepealed).
✓ The Post Office (Inland Post) (Amendment) (No.2) Order, 1980 (o).	The whole Order.
✓ The Post Office (Miscellaneous Amendments) Order, 1981 (p).	Section one.
✓ The Post Office (Miscellaneous Amendments) (No.2) Order, 1981 (q).	The whole Order (so far as it remains unrepealed).
✓ The Post Office (Inland Post) (Amendment) Order, 1981 (r).	The whole Order.
✓ The Post Office (Miscellaneous Amendments) Order, 1981 (s).	Section one.

- (g) S.I. 1973 No. 20.
- (h) S.I. 1975 No. 3.
- (i) S.I. 1975 No. 42.
- (j) S.I. 1976 No. 17.
- (k) S.I. 1976 No. 39.
- (l) S.I. 1977 No. 19.
- (m) S.I. 1979 No. 2.
- (n) S.I. 1980 No. 1.
- (o) S.I. 1980 No. 21.
- (p) S.I. 1981 No. 1.
- (q) S.I. 1981 No. 18.
- (r) S.I. 1981 No. 20.
- (s) S.I. 1981 No. 34.