
Amendments to services
provided by Post CH Ltd to
business customers
(with billing relationship)

as of 1 January 2022

As part of the annual review of the range of the services offered by Post CH Ltd, the following amendments to the products and prices within the business customer range will take effect from 1 January 2022.

Changes to domestic letter services

Amendments to the list prices for A Mail, B Mail individual items and B Mail bulk mailings

Service	Format / weight	Previous price	New price
A Mail	Standard letter 1–100 g, up to format B5, up to 2 cm thick	1.00	1.10
	Midi letter 101–250 g, up to format B5, up to 2 cm thick	1.30	1.40
	Large letter 1–500 g, up to format B4, up to 2 cm thick	2.00	2.10
	Large letter 501–1,000 g, up to format B4, up to 2 cm thick	4.00	4.10
B Mail individual item	Standard letter 1–100 g, up to format B5, up to 2 cm thick	0.85	0.90
	Midi letter 101–250 g, up to format B5, up to 2 cm thick	1.10	1.15
	Large letter 1–500 g, up to format B4, up to 2 cm thick	1.80	1.85
	Large letter 501–1,000 g, up to format B4, up to 2 cm thick	3.60	3.65
B Mail bulk mailing*	Postcard 1–20 g, up to format B5, up to 6 mm thick	0.47	unchanged
	Standard letter 1–100 g, up to format B5, up to 2 cm thick	0.53	0.55
	Midi letter 101–250 g, up to format B5, up to 2 cm thick	0.78	unchanged
	Large letter 1–500 g, up to format B4, up to 2 cm thick	0.95	unchanged
	Large letter 501–1,000 g, up to format B4, up to 2 cm thick	1.45	unchanged

Prices in CHF, incl. VAT

* Basic prices excluding weight surcharge; the prices for B Mail bulk mailing also apply to the "Election and voting consignment" product and are the basis for the "OnTime Mail" product (+7 centimes on the basic price for B Mail bulk mailing).

Biological laboratory consignments

- Introduction of a new letter product for the transport of laboratory consignments.
- Two options are available: "Biological laboratory consignment" and "Business reply label (GAS) biological laboratory consignment".
- Transportation of laboratory consignments requires legally compliant, professional packaging and declaration.
- Business customers (including laboratories, hospitals and doctors) will receive further information directly in due course.

Service	Previous service/price	New service/price
Biological laboratory consignment Format up to B5, up to 5 cm, up to 250 g	–	3.40
Business reply label (GAS) biological laboratory consignment Format B5, up to 2 cm, up to 250 g	–	2.50
Format B4, up to 2 cm, up to 1,000 g	–	3.60

Prices in CHF, incl. VAT

Changes to domestic parcel services

Saturday delivery

Service	Previous service/price	New service/price
Saturday delivery	4.50	3.50

Prices in CHF, excl. VAT

Form for authorization for delivery at the counter

- The form "Authorization for delivery at the counter" is now subject to a charge.
- Users of "My consignments" still have the option to place standing orders free of charge online.

Service	Previous service/price	New service/price
Authorization for delivery at the counter	–	12.00

Price in CHF, incl. VAT

Bulky goods consignment (from 1 April 2022)

- The maximum length for consignments of between 10 and 30 kg has been amended from 250 cm to 200 cm.
- Parcels with larger dimensions are considered small consignments and are not transported via the ordinary postal channel.
- The prices for bulky goods consignments remain unchanged.

Service	Length	Previous weight	New weight
Bulky goods consignment	200–250 cm	up to 30 kg	up to 10 kg
	up to 200 cm	up to 30 kg	up to 30 kg

Changes to international letter services

Unless otherwise stated, all international services are exempt from VAT.

International letters – individual items and bulk mailing

- Consignments are now classified according to their content (documents and small goods).
- Letter mail with small goods can be sent in the maxi letter format. For the "Small goods" maxi letter, there are new weight categories (up to 100 g and up to 250 g).
- One speed: consignments are no longer divided into PRIORITY and ECONOMY. The transport times reflect the guidelines published as of 1 January 2022. However, it is advisable to add the "PRIORITY" note to consignments when sending individual items.
- The consignment formats and weights comply with international specifications (standard letter format up to 0.5 cm thick, large letter weight up to 500 g).
- Additionally for bulk mailings: the Germany price zone is being abolished and integrated into the Europe zone.

New services and prices from 1 January 2022:

Individual items

Documents	Weight	Zone 1 / Europe	Zone 2 / other countries
Standard letter up to B5 (250 × 176 mm), up to 5 mm thick	1–20 g	1.80	2.30
	21–50 g	2.90	4.10
	51–100 g	4.00	5.30
Large letter up to B4 (353 × 250 mm), up to 20 mm thick	1–100 g	4.00	5.80
	101–250 g	7.00	9.00
	251–500 g	12.00	16.00
Maxi letter Length + width + height = max. 90 cm, no dimension to exceed 60 cm	1–500 g	13.00	16.00
	501–1,000 g	18.00	28.00
	1,001–2,000 g	24.00	33.00

Small goods	Weight	Zone 1 / Europe	Zone 2 / other countries
Maxi letter Length + width + height = max. 90 cm, no dimension to exceed 60 cm	1–100 g	4.00	7.00
	101–250 g	9.00	12.00
	251–500 g	14.00	17.00
	501–1,000 g	20.00	27.00
	1,001–1,500 g	25.00	32.00
	1,501–2,000 g	30.00	37.00

Prices in CHF

Bulk mailings

Documents	Weight	Zone 1 / Europe		Zone 2 / other countries	
		Item	kg	Item	kg
Standard letter up to B5 (250 × 176 mm), up to 5 mm thick	1–100 g	1.30	13.00	1.10	22.00
Large letter up to B4 (353 × 250 mm), up to 20 mm thick	1–500 g	2.00	12.00	1.70	18.50
Maxi letter Length + width + height = max. 90 cm, no dimension to exceed 60 cm	1–2,000 g	3.30	12.50	3.30	20.00

Small goods	Weight	Zone 1 / Europe		Zone 2 / other countries	
		Item	kg	Item	kg
Maxi letter Length + width + height = max. 90 cm, no dimension to exceed 60 cm	1–2,000 g	3.60	12.50	3.60	20.00

Prices in CHF

Data entry surcharge for “Customs data” (EAD – electronic advance data) at the counter

- Amendment to price for data entry for “Customs data” at the counter.
- There will still be no surcharge if the EAD data is entered in the applications that are provided free of charge. More information can be found at www.swisspost.ch/ead.

Service	Previous service/price	New service/price
Surcharge for EAD (electronic advance data) data entry at the counter	3.00	5.00

Prices in CHF

Changes to international parcel services

Unless otherwise stated, all international services are exempt from VAT.

Postal customs clearance / GLS customs clearance for import: amendment of other surcharges

- The “Inspection, value clarification and storage” surcharge is being amended. The new price depends on the recipient’s response time: free of charge (up to 3 working days’ response time) or CHF 20.00 (from 4 working days’ response time) per inspection.
- Customs correction requests will now be replaced by the ZAZ reclassification.
- The general processing fee will now also apply to postal customs clearance services.

Service	Previous service/price	New service/price
“Inspection, value clarification and storage” surcharge	13.00	up to 3 working days: free of charge from 4 working days: CHF 20.00
Customs correction requests / ZAZ reclassification	30.00	40.00
General processing fee for postal customs clearance services	–	25.00

Prices in CHF

Data entry surcharge for “Customs data” (EAD – electronic advance data) at the counter

- Amendment to price for data entry for “Customs data” (waybill) at the counter.
- There will still be no surcharge if the EAD data is entered in the applications that are provided free of charge.
More information can be found at www.swisspost.ch/ead.

Service	Previous service/price	New service/price
Surcharge for EAD (electronic advance data) data entry at the counter	3.00	5.00

Prices in CHF

Changes to recipient services

P.O. Box

- Restructuring of the P.O. Box service.
- New product names:
 - P.O. Box “Basic” is now called P.O. Box “Standard”
 - P.O. Box “Extra” is now called P.O. Box “Separate”
- The price for P.O. Box “Standard” now depends on the consignment volume.
- New P.O. Box “Association” service for associations without domicile address.

Previous service	Previous price	New service	New price
P.O. Box “Basic” (≥5 consignments/day)	free of charge	P.O. Box “Standard”	120.00 per year
P.O. Box “Basic” (<5 consignments/day)	240.00 per year		
P.O. Box “Extra”	240.00 per year	P.O. Box “Separate”	240.00 per year
–	–	P.O. Box “Association”*	120.00 per year*

Prices for opening and managing online in CHF, incl. VAT

* This product may be opened only at the counter and costs an additional one-time fee of CHF 12.00.

Sub-address

- Consignments that are not addressed with the correct P.O. box address will now be delivered to the domicile address of the sub-addressee.
- As an alternative to correct addressing, a forwarding order can be issued (subject to a charge, see “[Redirect mail](#)” service).

Association address

Service	Previous service/price	New service/price
Association address	20.00 per year	40.00 per year

Prices in CHF, incl. VAT

Forwarding order for “Change of address with forwarding”

- There are now three available delivery times.
- For additional persons/companies, there is now a flat-rate surcharge per order.

Service	Previous service/price	New service/price
Forwarding order for “Change of address with forwarding”	Domestic 30.00 for 12 months	Domestic 35.00 for 6 months 45.00 for 12 months 55.00 for 18 months
	International 90.00 for 12 months	International 90.00 for 12 months
Additional persons/companies	5.00 per person/company	15.00 flat-rate surcharge

Prices for placing orders online in CHF, incl. VAT

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