

The Runner Post

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February 2002






BotswanaPost (BotsPost.co.bw) - Home page

BotswanaPost

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JUMP TO:

We will deliver...

:SITE CONTENTS

-  [Our Services](#)
-  [About Us & Press Releases](#)
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Business Services

Convenient services that saves your company time and money.

BotswanaPost 

:What's New?

- [BotswanaPost Reviews Biological Substance Procedures](#)
- [New Tariff and Tariff Structure](#)
New Postage rates effect from September 1.
[click for more...](#) ➤➤
- [Botswana Couriers](#) launches nationwide door-to-door service.
We deliver same day, next day.
[click for more...](#) ➤➤
- [Post Office Box Vacancy](#) : New Post Office Boxes are sold at Phakalane. Please contact us on toll free number 0800 335577.
[Click here for more...](#) ➤➤

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Botswana Post: Web Site, Services and new Postal Rates *by Neville Midwood*

<http://www.botspost.co.bw>

Members without Internet access may be slightly unfamiliar with Uniform Resource Locator's. They are starting to appear everywhere TV, magazines, newspapers... They are the addresses of "web sites" - selling, entertaining and, more-and-more in recent years, giving information. One important new web site for members, for which <http://www.botspost.co.bw> is the URL, is the BotswanaPost site. The site is easy to navigate and gives members information on:

- Details of current and forthcoming Stamp Issues and other Philatelic activities
- Information on any new Postal Rates
- Details on the various other services that BotswanaPost provides including Permit Mail

I wont reproduce all the information on the site, but I will cover permit mail and the new postal rates in detail.

Permit Mail

Permit mail has been introduced as an alternative to stamps and franking machines. The customer submits their design and application form and is issued a Permit Mail number. The customer then has to abide by a set of conditions for mailing, notably that Permit Mail items cannot be placed in a Post Box, will not be date stamped and do not need postage stamps. A leaflet is available from which I will reproduce the relevant interesting sections.

Bruce Warrender asked a few questions on Permit Mail in Runner Post #53. There is nothing to

suggest that postage paid impressions have been phased out, franking machines being specifically mentioned as an alternative to Permit Mail. The issued numbers appear to start at 10000, used by BotswanaPost, so the number of users probably corresponds to the highest seen number less 10000. Perhaps a member can keep a list? I have not seen a date for the introduction of the service. Can members please report their earliest dated Permit Mail items.

Applying for a Permit Mail number

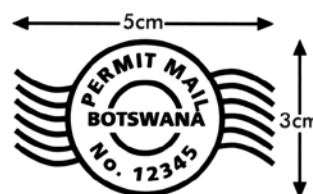
- Use the specimen shown to design a Permit Mail impression that will be pre-printed on your mail items.
- Complete and return the enclosed application form together with a sample of your impression to us.
- We will notify you of your Permit Mail number within 24 hours.

Permit Mail conditions of mailing

- All Permit Mail must have an authority number issued by BotswanaPost.
- The Permit Mail impression must be pre-printed in the top right hand corner of all your mail items.
- Present your mail items to us in trays, boxes or bundles with addresses facing outwards and the Permit Mail impression in the top right hand corner.
- Permit Mail can be accepted at any approved lodgement point.
- No Permit Mail items may be placed in any Post Box. We reserve the right not to deliver any Permit Mail items which are found in Post Boxes without prior payment.

- Permit Mail items will not be date stamped and it is not necessary to affix postage stamps.
- Payment terms for the mail are agreed prior to mailing or at the time of mailing.
- You keep your Permit Mail number until it is cancelled either by yourself or BotswanaPost
- You may not use Permit Mail envelopes as reply envelopes for your customers to post back to you. Enquire about Business Reply if you want your customers to respond to you.
- If you contravene any of the conditions laid down, Botswana Post may cancel your number. We will attempt to contact you first.

How to design Your Permit Mail impression



- Design your Permit Mail impression according to the specimen detailed above.
- You may use any colour for your Permit Mail impression as long as the other conditions are adhered to.
- Please have your envelope design approved prior to printing by faxing it to (267) 352848.

Postal Rates

From the 1st September 2001 a new postage system has been introduced in Botswana. It is a rather interesting system which will, I predict, result in lots of well folded letters. Various rules define a letter, and then the size of the envelope (and the destination) gives a fixed price for postage.

Letters are defined as items containing printed material only. If they exceed 1kg (Zone 1) or 200g (Zone 2 to 5) or are more than 20mm in thickness they are charged at packet/parcel rates.

Items defined as letters are then costed on being:

- Standard 120mm x 235 mm x 20mm max
- Large 229mm x 324 mm x 20mm
- Oversize greater than 229mm x 324mm with that 20mm limit still applying.

There are five postal zones:

- Zone 1 - Botswana
- Zone 2 - SADC
- Zone 3 - Rest of Africa
- Zone 4 - Europe
- Zone 5 - Rest of World.