

## **Hongkong Post “Love Post Day” – 9 October 2014**

### **Posting Arrangements and Conditions**

#### Definition of Personal Local Letter

- Sent by an individual to an individual, and bearing the name and the receptive local addresses of the sender and the recipient.

#### Permitted Posting Quantity

- Each person is allowed to post one personal local letter for free.

#### Packing, Size and Weight Limits

- Sent in an envelope or in the form of a postcard.
- Envelopes must be properly sealed. Unsealed envelopes are not accepted.
- Maximum size is 167mm x 260mm and minimum size is 90mm x 140mm.
- Maximum thickness is 7mm and minimum thickness is 0.25mm.
- Weight limit is 30g.

#### Address Format

- “Personal Letter”, together with the recipient’s name and address, must be marked on the envelope/postcard.
- The sender’s name and address must be marked on the back of the envelope or the postcard.

#### Acceptance Post Offices and Hours of Acceptance

- At specially designed collection boxes at all post offices (including the two mobile post offices) during counter business hours on 9 October 2014.

#### Delivery Standard

- These letters will be processed on 9 October 2014. Following the pledge set for locally posted letters, these letters will be delivered on 10 October 2014.

#### Notes:

- Letters posted at the special collection boxes will be date-stamped with “Postage Paid”.
- Letters not meeting the stipulated conditions may be refused or subject to a surcharge.
- Registered, recorded delivery, Smart Post and Local CourierPost items are not covered by the free mail arrangement under the “Love Post Day” event.
- Promotional materials such as direct mail catalogues or commercial advertising materials will not be accepted.