



Local Pickup & Delivery Services

Convenience, Control, Confidence

With easy and convenient pickup and delivery options to suit your business, Australia Post's Local Pickup & Delivery Services can help take the hassle out of your mail operations.*

Day-to-day jobs made easier

Whether you need your letters or parcels delivered regularly from your PO Box to your business, multiple items delivered to the same address, or a same business day pickup for urgent articles – you can be confident Australia Post can help.

Flexibility and convenience

Offering flexibility to select the service and delivery time, you can select the service that helps you best service your customers and your business. Choose from scheduled pickups and deliveries (where the service is required at least once per week) or ad hoc bookings (same business day service^).

Simple nationwide pricing[†]

We offer a simple nationwide flat-rate pricing structure subject to the availability of transport mode in your selected area. Pricing will be presented in your Services Agreement and billed to your Australia Post Business Credit Account.

Service Offers



Delivery services

- PO Box clearing service
- Scheduled delivery service for incoming mail (minimum once per week)
- Consolidated delivery service to a single delivery address
- Ad hoc delivery of letters and parcels (same business day when lodged before 11am[^])



Pickup services

- Scheduled pickup service for outgoing mail (minimum once per week)
- Ad hoc pickup of letters and parcels (same business day when lodged before 11am[^])



Pricing

Please contact your local Australia Post Business Centre or Account Manager for a site inspection and quote.



Enquiries

If you have any questions or would like to know more, please visit the [website](#), speak with your Account Manager or visit your local Australia Post Business Centre.

* Terms and conditions apply, see Services Agreement for details.

[^] Australia Post will use reasonable endeavours to complete this request. Bookings received after 11.00am will be carried out on the next business day.

[†] Service Fee is based on a single trip and all charges are inclusive of GST. Service Fees are applicable to a maximum of 15km radius from the Australia Post servicing facility; >15km at \$12 plus \$1 per additional km in available areas. Service Fees are subject to availability of transport mode and additional charges will apply in some areas. Australia Post may use third party providers for the provision of these services. Pricing is as agreed in the Services Agreement.

Local Pickup & Delivery Services - Catalogue

A simple nationwide pricing structure*

Delivery service*	Service Fees are applicable to a maximum of 15km radius from the Australia Post servicing facility ⁺
Scheduled – PO Box clearing The delivery of letters and/or parcels from your PO Box to an alternative address (e.g. a business address), on scheduled days.	
1 business day per week	\$12 inc. GST
Consolidated delivery to a single delivery address (excludes eParcel Agreement)[#] A delivery of letters and/or parcels addressed to multiple points (e.g. a mix of PO Boxes and street addresses), that are delivered to a single point (e.g. a designated mailroom address), on a scheduled basis.	
5 business days per week	\$75 inc. GST
Pickup service (excludes eParcel Agreement)[#]	
Scheduled – pickup service A scheduled pickup of letters and/or parcels from your business address.	
1 business day per week	\$12 inc. GST
Delivery service with pickup at the same time (excludes eParcel Agreement)[#]	
Scheduled - delivery service with same time pickup The pickup of letters and/or parcels, at the same time as a scheduled delivery service on the same business day. Pickup service is only available when a delivery is required on that day.	
1 business day per week	\$12 inc. GST
Combined pickup and delivery service (excludes eParcel Agreement)[#]	
Scheduled - delivery and pickup service Both the pickup service and the delivery service are provided on the same business day at different times (as 2 trips), on a scheduled basis.	
1 business day per week	\$20 inc. GST
Ad hoc service (excludes eParcel Agreement)[#]	
Same business day service (when lodged before 11am[^]) The pickup or delivery of letters and/or parcels on the same business day as the customer request.	\$13 inc. GST per trip (including a \$1 Admin Fee)

Offer applicable to all Australian States subject to availability of transport mode.

+ Service Fee is based on a single trip and all charges are inclusive of GST. Service Fees are applicable to a maximum of 15km radius from the Australia Post servicing facility; >15km at \$12 plus \$1 per additional km in available areas. Service Fees are subject to availability of transport mode and additional charges will apply in some areas. Australia Post may use third party providers for the provision of these services. Pricing is as agreed in the Services Agreement.

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