ONETRAKService Guide



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Size & Weight Limits

Maximum Size



Maximum length is 1.5m (150cms), no other dimension can exceed the combined girth of 2.5 meters

To calculate girth:

 Measure the three dimensions of your parcel in centimeters.

Example: 50 cm (Length) x 40cm (Width) x 30 cm (Height).

Maximum Weight



Maximum weight is 30KG

- 2. Add the measurements of the two smallest dimensions together, multiply the result by two Example: 40cm (width) + 30cm (Height) = 70cm x 2 = 140cm
- 3. Now simply take the longest dimension and add this to the girth. The result is the combined length and girth of your parcel. This final figure must NOT exceed 330cm.

Example 50cm (length) + 140cm (Girth) = 190cm (combined length and Girth)

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USA Maximums

 The dimensions of length plus x2 width and x2 height must not exceed 330cm
 Maximum weight 30kg

Volumetric Consideration

Our charges in respect of a parcel is calculated by measuring the physical or volumetric weight of a parcel, whichever the greater. This means that a light parcel with large physical dimensions will be charged according to its volume.

Applicable volumetric conditions will be incorporated into prices quoted and applied when an order is placed and calculated using a divisor of 6000





Packaging

To reduce returned or undelivered parcels and minimise the risk of damage in transit, it is critical to use appropriate packaging for the weight, size and type of items being dispatched.

It is also worth considering the volumetric impact of the packaging in order to reduce cost. The best way is to ensure that you are not sending a lot of 'air' or wasteful space in the parcel. Condensing the packaging to minimise the parcel size without compromising the safety of the contents inside will allow us to deliver your parcel more efficiently and cost effectively. For items that are not subject to special packaging requirements the following general advice is recommended.

- Use padded envelopes or reinforced cartons for sharp edged or shaped oddly items. Ensure contents are secure within the parcel.
 Ensure the tape being used to seal the parcel is strong enough to stop the parcel opening.
- Ensure outer carton strength is appropriate for the weight of the items being dispatched.
- 3) Mark FRAGILE if necessary and ensure the tape being used to seal the parcel is strong enough to stop the parcel opening.
- 4) With FRAGILE items make sure the contents are packed with bubble wrap or polystyrene chips. Ensure contents are protected against the outer sides of the carton. If shipping to destinations that are subject to volumetric consideration our advice is to seek professional packaging advice to ensure the parcel remains within volumetric limits while still protecting the contents.

- Seal securely ensure external pressure will not 'pop' the tape.
- Flatten any sharp ends of staples and cover with tape.
- 7) Use reinforced corners if required. If the item has not been packaged appropriately, the claim is likely to be unsuccessful. Please remember your parcel will be handled several times before being delivered and will need to pass over conveyor systems so it is critical the packaging used is able to cope with this level of handling.



Addressing

To drive first time delivery performance and reduce the incidence of undeliverable items it is required that correctly formatted and complete delivery addresses are provided. It is strongly recommended that we are provided with the consignee mobile / cell phone number as the majority of the final mile carriers will communicate with the consignee via SMS, particularly where PUDO (Pick up Drop off) or lockers are being accessed.

In the event of delivery issues in many cases the final mile delivery partner will attempt to contact the recipient neglecting to provide the local cell phone number will have a major adverse impact on service. The provision of an e-mail address by consumers is mandatory for all destinations.

In many countries around the world the delivery drivers are now equipped with hand held PDAs which allow the delivery driver/agent to directly contact the consignee to organize delivery if required. Therefore, we strongly recommend that you provide the consignee's telephone number in your data file or when entering data via our booking wizard.

Address Format

Please ensure the address format for the destination is in the correct format. For instance, with shipments going to Germany, you will find that the common practice is to insert the street name before the house number e.g

Berlin Strasse 94, Berlin. Please refer to the IT Integration Specification section for what address information is required and the format in which it needs to be presented.

Zip Codes

Please ensure the correct format is used for the destination country. Providing the correct zip code helps drive customer satisfaction with the delivery performance. For advice on zip code format please contact your Account Manager.

Consignee Email Address

We insist that a consignee email address is provided. This is used to pre arrange delivery, to advise consignees that parcels are ready for collection, to advise that delivery has been attempted or to provide an expected delivery time.

Consignee Mobile Telephone Numbers

THIS IS EXTREMELY IMPORTANT – To ensure that the delivery person / agent can communicate with the receiver, this phone number must be provided in the correct format. The number format must in all cases be complete and typically in the national format. It cannot include any international dial codes

Example: In France you need to provide 10 digits like **04 13 57 10 54.** If you put **++413571054** or **41 3571054** or **0033-413571054** the number <u>cannot</u> be used.



Customs Documentation - non EU

Do I need customs documentation..?

You do if you're sending a parcel to a country outside of the EU. The ONETRACK process will complete the documents required using the information that you provide when completing the order process. There are two different forms depending on the value of the items you are sending. Form CN22 is required for items/goods with a value upto £270, form CN23 is required for items/goods with a value over £270. Commercial items will also need 3 copies of a commercial invoice attached to the outside of the parcel.

Ensure you complete the parcel details section fully when you complete section 3 of the 'send a parcel' form, this MUST include a description of the contents, their value and whether they're gifts or commercial items.

Under customs law, the sender is responsible for the information on the declaration. Please make sure the declaration is completed accurately and in full. This allows the destination country to process the parcel. It will also lower the chance of the item being delayed or returned. Please be aware:

- Goods may be subject to customs charges and fees. These depend on the contents' value. The recipient will have to pay these before the parcel is released to them.
- The customs authorities in the destination country determine if charges are due on imported goods.
- The levels and thresholds of charges vary from country to country. The Service Provider cannot advise on what these may be. Please contact the embassy or customs authority of the destination country for help.

FIND OUT MORE ABOUT SENDING GIFTS OR GOODS ABROAD WITH HMRC's GUIDE FOR INTERNATIONAL SHIPPING at www.gov.uk/hmrc



Customs Documentation - EU Destinations

Do EU countries need a customs declaration form?

No, you don't need a customs form for any EU country. These are:

Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain (not including the Canary Islands) and Sweden.

Which countries need a customs declaration form?

Any country not in the list of EU countries above, including:

- · Channel Islands Jersey, Guernsey, Alderney, Herm and Sark
- Andorra
- Canary Islands
- Gibraltar
- San Marino
- Vatican City State



Customs Documentation - Further Information

Do EU countries need a customs declaration form?

No, you don't need a customs form for any EU country. These are:

EU Member States

- Austria
- Belgium
- Bulgaria
- Cyprus
- Czech Republic
- Denmark
- Estonia
- Finland
- France
- Germany

- · Greece
- Hungary
- Ireland
- Italy
- Latvia
- Lithuania
- Luxembourg

Netherlands

- Malta
- Poland

- Portugal
- Romania
- Slovakia
- Slovenia
- Spain
- Sweden
- United Kingdom

EU Territories

- Monaco
- Corsica
- Sardinia
- Sicily
- Azores
- Madeira
- · Balearics

IT IS THE SENDER'S RESPONSIBILITY TO ENSURE ALL APPROPRIATE DOCUMENTATION IS COMPLETED.

More useful information can be found on the www.hmrc.gov.uk website and you can also contact the National Advice Service (NAS) for assistance and copies of their publications, including Customs Notice 143 – A guide for international postal users, on: 0845 0109000. Further information on customs charges is available from the Department for Business, Innovation & Skills on 0207 215 5000, and ask to speak to the relevant country desk.

Leaving details off customs declarations can lead to delays, or can in some instances lead to your item being returned to sender or even seized by customs.

Other Territories

EU special territories (including the Channel Islands and the Canary Islands) and overseas territories linked to EU members (for example, the Falkland Islands) should all be treated as non-EU destinations.

Parcels for delivery outside of the EU must have a completed CN23 and 3 copies of the Commercial Invoice attached. The Commercial Invoice should contain:

- · 3 copies on company headed paper
- · Invoices must be typed and not handwritten
- An original company stamp or original official signature plus job title on each copy
- Sender's name, address, postcode or zip code, country, telephone, fax, and a contact name
- Recipient's name, address, postcode or zip code, country, telephone, fax and a contact name
- Buyer's name, address, postcode or zip code, country, telephone, fax and a contact name
- The VAT numbers of the sender and the buyer or declarations of non-VAT registration (as appropriate)
- Date

- Invoice number and purchase order number (if applicable)
- For each type of merchandise: number of units, description, HS tariff number, country of origin, unit weight, unit value and total value
- · Total number of items, total weight and total value
- Currency used
- Shipping costs
- Declaration that all invoice information is true and correct
- Business registration details (if appropriate)
- For certain destinations (eg China, Russia) we may require Consignee National ID number or Passport number. If in doubt please contact your Key Associated Manager for further guidance.

our customer service team on 01268 533114



Customs Documentation - Further Information

Shipments to the USA – Apparel orders over \$800 to the USA

When shipping apparel to the USA it is imperative that we have a full and detailed description for each of the products in the order. We will require the following:

- HS code
- Is it Men's, Women's or Children's apparel
- Fabric make up e.g. cotton 100% or 50% cotton 50% Polyester etc
- Is it knit or woven?

Here is an example of a good description:

Example of a good description: Ladies 60% cotton/40% polyester KNIT sweater Men's 100% polyester WOVEN pants

Failure to provide this will mean there will be a delay in clearance, risk of incorrect duty being applied and additional clearance charges as the shipment will in most cases have to be individually cleared.

Please note, provision of the HS codes for products contained in orders over \$800 is mandatory. This level of information will be required on the invoice and also in the data supplied to us electronically.

If this is not provided then parcels will be held, returned or shipped via alternate means – if shipped via our EMS service then the appropriate EMS rate would be applied. Example of a good description: Ladies' 60% cotton/40% polyester KNIT sweater Men's 100% polyester WOVEN pants

Example of a bad description: Ladies' & Men's clothing

Customs Documentation - Further Information



There are various pieces of legislation that control what can and cannot be imported into Australia. This is administered and controlled by several different Government departments and agencies. Further Information on prohibited imports is available from HMRC.

Any customs or Department of Agriculture and Water Resources (DAWR) held items will be managed on a Case by case basis and, where required, additional Documentation may be requested. This may include A purchase confirmation(PC) and/or evidence of Monies price paid (EMPP).

Customs Clearance

While certain goods may require a permit to import them, there are very few goods that are prohibited absolutely. Absolutely prohibited imports are goods that nobody can import into Australia under any circumstances. Most goods however, can be brought into Australia without the need for a permit. Upon arrival, each parcel is submitted as an individual house airway bill (HAWB) to Australian Customs and DAWR, who determine whether the parcel will clear for delivery or be held for further action. Parcels can be held for a variety of reasons beyond the control of Onetrack. This includes but is not limited to, random inspections, descriptions that raise a red flag or high value of goods. Please find below a link that may assist the client with details on import restrictions, which should minimize delays:

http://www.agriculture.gov.au/travelling/bringing-mailing-goods/internet

Goods, other than alcohol and tobacco products, valued at or below A\$1,000 may be imported free of customs duty and taxes and do not require an import declaration. These goods must be reported to Customs and Department of Agriculture and Water Resources (DAWR) on a Self-Assessed Clearance (SAC) declaration, which Onetrak will facilitate based on the data provided by the sender.

Importing goods with a value at or below AUD\$1,000

Any changes made to the relevant legislation by the Australian Government will be applicable to all Onetrak users.

Onetrak cannot be used for shipping goods with a value of more than AU\$1,000.

Seizure of Prohibited / Restricted Imports

When goods arrive at the Australian border they will be assessed as to whether they can be imported. This includes screening that utilizes highly trained detector dogs and sophisticated X-ray machines at international mail centers around Australia.

Some goods may be prohibited and will be seized and destroyed. Other goods may require treatment before they will be permitted into Australia. The cost of any treatment will be borne by either the client or end recipient. If any attempt has been made to conceal the goods, for example requesting the supplier to pack goods in a manner designed to hide or make them difficult to identify, the import may be subject to an investigation and possible criminal prosecution.

http://www.agriculture.gov.au/import/online-services/bicon

Dangerous Goods

Dangerous goods are defined by the United Nations (UN) as articles or substances that are capable of posing a risk to health, safety, property or the environment and that meet particular classification criteria. The UN develops recommendations on how dangerous goods should be packed, the markings and labels that should be placed on the outer packaging and the documents that should be sent with them.

These recommendations are implemented into the international requirements for each mode of transport to ensure that dangerous goods do not pose a risk to those handling them, the means of transport or its occupants. Other than specific consumer products that can be sent by mail in the UK, the requirements for sending dangerous goods as cargo within the UK are generally the same as for sending them internationally.

Identifying Dangerous Goods

Many chemicals are classified as dangerous goods, as well as some items such as fireworks and lithium batteries. While many dangerous goods are only used in industrial processes, a lot are used daily by the general public, such as aerosols, perfumes, cigarette lighters, gas cylinders, fuels and some paints, glues and batteries.

Anyone who sends goods by any means of transport is responsible for determining whether or not the product is classified as dangerous goods and, if it is, for ensuring it complies with the transport regulations. For substances and mixtures, dangerous goods may be identified by contacting the manufacturer or supplier of the product to request a Safety Data Sheet (SDS) This guide will show whether the product is classified as dangerous goods when transported. Manufacturers and suppliers are required by EU legislation, known as REACH (Registration, Evaluation, Authorisation & restriction of Chemicals), to provide an SDS, and many manufacturers publish them on their websites.

Other indications that a product may be classified as dangerous goods include: one or more consumer hazard symbols on the product container, or dangerous goods hazard warning or handling labels on the outer packaging. See I the following page for Consumer and dangerous goods labelling.

The product or packaging may also be marked with a 4 digit UN number (e.g. UN1266, UN1950 etc). If there are no symbols, labels or markings, you should not assume that a product is not classified as dangerous goods.

Dangerous Goods by Air

Packaging, marking, labelling and documentation

Anyone who sends dangerous goods by any means of transport is responsible for ensuring that the goods are properly packed, marked and labelled, and that any documentation requirements are met.

FAILING TO DO SO MAY RESULT IN PROSECUTION.



Shipping Dangerous Goods by Road, Sea and Other Types of Transport

The UK Government's website provides information and links to the internationally agreed rules for shipping dangerous goods by road, sea and other types of transport.

Note: A product bearing the GHS corrosive label (depicted last in the list of icons) is NOT classified as dangerous goods if the signal word 'Danger' and hazard statement 'causes serious eye damage' applies.

www.gov.uk/shipping-dangerous-goods/rules-for-different-types-of-transport

GHS consumer labelling

The following consumer symbols indicate that a product is classified as dangerous goods:







Dangerous goods labelling (examples, not to scale):

Prohibited Items

Item	Details
Aerosols	Including spray paints, lacquers, solvents, air fresheners, oven cleaners, deodorants, body sprays, hair sprays, shaving and hair removal creams
Alcoholic beverages	With an alcohol content greater than 24% ABV including spirits such as gin, vodka and whisky. Alcoholic beverages with an alcohol content no greater than 24% ABV including beer, lager, wine and champagne, are allowed. Please see Restricted Goods.
Ammunition	${\sf Except lead pellets and other airgun and airsoft projectiles.}$
Asbestos	
Balloons filled with non-flammable gas	





Prohibited Items

Item	Details
Frozen water	Including packs of ice.
Gases	Gases that are compressed, liquefied or dissolved under pressure, permanent gases which cannot be liquefied at ambient temperatures, liquefied gases which become liquid under pressure at ambient temperatures, dissolved gases which are dissolved under pressure in a solvent.
	 All flammable compressed gases are prohibited e.g. blowlamps; butane; lighters and refills containing flammable liquid or gas; ethane; gas cylinders for camping stoves; hydrogen; methane and propane.
	2) All toxic compressed gases are prohibited e.g. chlorine; fluorine etc.
	 All non-flammable compressed gases are prohibited e.g. air bags; scuba tanks, carbon dloxide; fire extinguishers; neon and nitrogen.
Goods made in foreign prisons	Except those imported for a non-commercial purpose, of a kind not manufactured in the UK, or those in transit.
Human and animal remains	Including ashes.
Infectious substances UN2814 or UN2900	Category A Infectious Substances are prohibited e.g. Ebola, Anthrax, Foot and Mouth disease as detailed in the latest edition of the international CMI Aviation Organization's (iCAO) Technical instructions. For more information please see the IATA Guidance Document on infectious Substances.
Lighters and refills containing flammable liquid or gas	Including used butane and petrol cigar and cigarette lighters. New and unused empty lighters are allowed. Please see Restricted Goods
Liquids over 1 litre	
Living creatures, animals and reptile	Except certain Insects and Invertebrates. Please see Restricted Goods.
Lottery tickets	
Magnetised material	Magnetised material with a magnetic field strength of 0.159A/m or more at a distance of 2.1m from the outside of the package.
Matches	Of any kind, including safety and windproof matches.
Obscene publications and pornography	Including pornography as detailed in Part 5 of the Criminal Justice and immigration Act 2008 and indecent photographs or pseudo-photographs of a child as detailed in section 160 and 161 of the Criminal Justice Act 1988.
Oxidising materials and organic peroxides	These are substances such as disinfectants that may cause or contribute to combustion of other substances. They may also be liable to explosive decomposition, react dangerously with other substances and injure health e.g. bromides, chlorates, components of fibreglass repair kits, disinfectants, nitrates, per chlorates, permanganates and peroxides, including hair dyes and colourants containing peroxide.
Perfumes, Aftershaves and Nail Varnishes	All prohibited excluding non flammable perfumed creams, gels, oils or lotions.
Pesticides	Including weed killer and any chemical that is used to kill pests and insects such as fly sprays.

Item	Details
Poisonous, toxic liquids, solids or gases	including substances that are liable to cause death or injury if swallowed or inhaled or by skin contact, such as arsenic, beryllium, cyanide, fluorine, rat poison.
Radioactive materials	Radioactive materials and samples that are classified as radioactive using Table 2-12 of the latest edition of the international Civil Aviation Organization's Technical Instructions e.g. fissile material (uranium 235, etc.), radioactive waste material, thorium or uranium ores and luminous dials from aircraft.
Solvent-based paints, wood varnishes and enamels	including gloss paint.
Tickets and related advertisements for llegal lotteries	
Waste, dirt, flith or refuse	Including household waste or rubbish.
Weapons	Including Section 5 firearms, CS gas and pepper sprays, flick knives, tasers and stun guns. Guns for sporting use – including Section 1, Section 2 firearms and low-powered airguns Items that appear to be prohibited we



Restricted Items

Item	Details
Alcoholic beverages and liquids	Including beer, lager, wine and champagne, with an alcohol content no greater than 24% ABV. Wrap in polythene and seal with tape. Surround with absorbent material such as newspaper and sufficient cushioning material to protect each item from breakage. Volume should not exceed 1 litre per item. Mark as 'FRAGILE' when sending glass bottles. The sender's name and return address must be clearly visible on the outer packaging. Any alcoholic beverage with alcohol content greater than 24% ABV is prohibited. Please see Prohibited Goods.
Batteries – new alkaline, nickel metal hydride (NiMH) or nickel cadmium (NiCd)	Including household AA and AAA batteries. Must be new and sent unopened in their original retail packaging. Surround with cushioning material e.g. bubble wrap. The sender's name and return address must be clearly visible on the outer packaging.
Christmas crackers	Crackers can only be sent in their complete made-up form and in their original retail packaging.
Counterfeit currency, bank notes and postage stamps	Only copies of old denominations, which are now obsolete and worthless except for collectable value and cannot be passed as tender are allowed. Any false instrument or copy of a false instrument (within the meaning of section 5 of the Forgery and Counterfeiting Act 1981) is prohibited. Please see Prohibited Goods.
Electronic items sent with new alkaline, nickel metal hydride (NiMH) or nickel cadmium (NiCd) batteries	Must be new and sent unopened in their original retail packaging. Surround with sufficient cushioning material to protect each item from damage. Wrap each item, including plugs, individually. Place item in a rigid container and cushion to avoid movement. Any equipment sent with batteries or cells must be secured against movement within the outer packaging and must be packed to prevent accidental activation. The sender's name and return address must be clearly visible on the outer packaging.

Lighters	New and unused empty lighters may be sent unopened in their original retail packaging. The sender's name and return address must be clearly visible on the outer packaging. Lighters and refills containing flammable liquid or gas (including used butane and petrol cigar and cigarette lighters) are prohibited. Please see Prohibited Goods.
Living creatures, insects and invertebrates	Including bees, caterpillars, cockroaches, crickets, destroyers of noxious pests, earthworms, fish fry and eggs, leeches and other parasites, lugworms, maggots, mealworms, pupae and chrysalides, rag worms, silkworms, spiders and stick insects. Must be boxed and packaged to protect the creatures, our staff and our customers from harm. Items must be clearly marked 'URGENT - LIVING CREATURES - HANDLE WITH CARE'. The sender's name and return address must be clearly visible on the outer packaging.
Magnetised materials (other than those that are prohibited)	Should be wrapped in soft packaging at least 2cm thick around each item. The sender's name and address must be clearly visible on the outer packaging. Magnetised material with a magnetic field strength of 0.159A/m or more at a distance of 2.1m from the outside of the package are prohibited, Please see Prohibited Goods.
Prescription medicines and drugs sent for scientific purposes	May only be sent by, or at the specific request of, a qualified medical practitioner, registered dental practitioner, veterinary surgeon, registered nurse or a recognised laboratory or institution.
	Medicines classified as non-flammable or non-toxic must be securely closed and placed in a leak-proof container such as a sealed polythene bag (for liquids) or a siftproof container (for solids). Must be tightly packed in strong outer packaging and must be secured or cushioned to prevent any damage. The sender's name and return address must be clearly visible on the outer packaging. Medicines classified as flammable, toxic or flammable and toxic are prohibited. Please see Prohibited Goods.
	Frombited Goods.
Radioactive material and samples that are not classified as dangerous goods in the latest edition of the Technical Instructions for the Safe Transport of Dangerous Goods by Air published by the International Civil Aviation Organization (ICAO) such as samples of granite rock.	Surround with cushioning material e.g. bubble wrap. The sender's name and return address must be clearly visible on the outer packaging.
Sharp objects	Sharp objects like knives, kitchen utensils and gardening tools may only be posted if they are packaged appropriately so that they are no risk to employees, other postal items or recipients.
Vaccines	May only be sent by, or at the specific request of, a qualified medical practitioner, registered dental practitioner, veterinary surgeon, registered nurse or a recognised laboratory or institution. The vaccines must be securely closed and placed in a leak-proof liner such as a sealed polythene bag (for liquids) or a sift-proof container (for solids). Must be tightly packed in strong outer packaging and must be secured or custioned to prevent any damage. The sender's name and return address must be clearly visible on the outer packaging.



Restricted Items

Item	Details
Water-based paints, wood varnishes and enamels	The items must be securely closed and placed in a leak-proof liner, such as a sealed polythene bag, so that any inadvertent leakage is contained within the outer packaging. Surround with absorbent material such as newspaper and sufficient cushioning material to protect each item from damage. Volume per item should not exceed 150ml. No more than four items may be sent in any one package. The sender's name and return address must be clearly visible on the outer packaging.

You are responsible for checking whether any items you send are prohibited or restricted. Overseas countries also have their own rules regarding what can or cannot be sent by post. Further information is available at:

www.upu.int/en/activities/customs/list-of-prohibited-articles.html



Denied Parties

The United Nations, European Union and United States maintain lists Denied Parties. These are individuals or businesses that may be subject to political sanctions or suspected of involvement in terrorism. Shipping to Denied Parties is prohibited.

We are bringing this issue to your attention as the legal implications of shipping to, or receiving from, a Denied Party are serious. The consequences can be a prison sentence of up to seven-years and a fine of up to £1 million for every shipment sent or received.

The legal responsibility applies to everyone in the supply chain, and with new legislation introduced in April 2017, increased powers to prosecute are now held by the Office of Financial Sanctions Implementation (OFSI), a part of HM Treasury. If you are found to be shipping to, or receiving from, a Denied Party you are at risk of prosecution. It is your responsibility as the originator to ensure you are compliant with these regulations.

Scrutiny from Customs/Governments has significantly increased globally, with a particular focus on counterfeit goods, undervaluation, smuggling and security concerns. As a result the have introduced legislation regarding:

- Denied Parties
- Sanctions and Embargoes

Denied Parties can be individuals or companies who are actively involved in a terrorist organization, and/or directly suspected of terrorism, and/or involved in financial fraud against whom sanctions have been imposed because of political issues (e.g. human rights violations, financing of terrorism etc.). They may under no circumstances receive economic resources (money/goods/services) in order to allow them to achieve their political goals (e.g. financing terrorist groups, proliferation of nuclear capability etc.).

Further information is available at:

https://www.gov.uk/government/organisations/office-of-financial-sanctions-implementation

or contact your account manager for further information about these regulations.

The specific regulations are Council Regulation (EC) No 2580/2001 of 27 December 2001 on specific restrictive measures directed against certain persons and entities with a view to combating terrorism.

The most relevant Sanctions Lists Globally include:



United Nations

Resolutions passed by the UN Security Council for the safety and security of mankind.

https://www.un.org/sc/suborg/en/sanctions/un-sc-consolidated-list



European Union

EU Directives passed by the Commission. Recognition of the UNSC Resolutions. Over 20,000 Entities

http://eeas.europa.eu/cfsp/sanctions/consol-list_en.htm



Office of Foreign Assets Control (OFAC)

American sanctions lists against entities and individuals based on US Foreign Policy and US National Security - Approx 961 pages - number of entities in "10s of thousands"

http://www.treasury.gov/resource-center/sanctions/ SDN-List/Pages/default.aspx

Transit Liability

Maximum Transit Liability

Maximum loss or damage liability for the content of a parcel is £50

Damage

Please note claims for damage must be made within 7 days of delivery, please refer to our terms and conditions for more information. Please note when claiming for damaged items we will require photographic evidence of the damage to the item itself and the packaging it was received in.

Conditions for Claims

For a claim to be valid, an enquiry on the parcel needs to be raised with P2P within 30 calendar days of the dispatch date (this the date it is dispatched from P2P). The only exception is claims for damage which must be made within 7 days of the delivery date. Please note when claiming for damaged items we will require photographic evidence of the damage to the item itself and the packaging it was received in.

In the case of a disputed delivery where a delivered event is showing on the parcel, we would need to receive a letter or email of non-receipt within 60 calendar days of the dispatch date.

Claims are only accepted for items which are confirmed as damaged or lost. They are not accepted on items which are delivered later than the published transit time.



Undeliverable Parcels

Undelivered parcel returns (RTS)

On occasions when we are unable to deliver a parcel, it will be returned. One trak customer service will contact the sender of the parcel to advise of the return. The sender will be able to choose one of the following options for what happens to the parcel:

- 1. The parcel can be returned to the sender and will be charged at the same rate as the outbound parcel
- 2. The parcel can be held in our Distribution Centre for 7 days for the sender to collect
- 3. The parcel will be destroyed



Country Data A-Z

ALL OTHER COUNTRIES ************************************	TO 8008 OR PUDO	NON WORKING DATS	DELIVERY ESTRAITE (WORKING DATS)	NO. OF DELIVERY AFTEMPTS A	ALL OTHER COUNTRIES ****COUNTRIES COLUMN TO THE	TO 8008 OR PUDO	MON WORKING GATS	DELIVERY ESTIMATE (WESTING DATE)	MO. OF OCLUMENT AFTEMPTS	ALL OTHER COUNTRIES *** REMINISTRATE OIL MATERIAL	TO BOOM OR PARO	NON WEREING DATS	DELINERY ESTIMATE (WORKING DATE)	MOLOG DILINGERY ACTION PTS	ALL OTHER COUNTRIES ***********************************	10 8008 08 PABO	NON WICEIRE DAYS	DELIVERY ESTIMATE (MERCING DATS)	NO. OF DCLASERY AFTEMPTS
BOSNIA AND HERZEGOVINA	TO DOOR	SUNDAY	6-10	2	DOMINICA	TO DOOR	SAT SUN	6-13	2	GUINEA*** (FEDEX INTL ECONOMY)	TO DOOR	SAT, SUN	4-9	3	LATYIA	TO DOOR	SAT, SUN	6-9	2
BOTSWANA	TO DOOR	SUNDAY	10+	2	DOMINICANTER	TO DOOR	SAT, SUN	10=	2	GUINEA DISSAU*** (FEDEX INTL ECONOMY)	TO DOOR	SAT, SUN	4-8	3	LEBANON	TO DOOR	SAT, SUN	6-10	2
BRAZIL	TO DOOR	SAT, SUN	9-12	3	ECUADOR	TO DOOR	SAT, SUN	10-	2	GLEENSEY***	TO DOOR	SAT, SUN	3-4		LESOTHO	TO DOOR	SAT, SUN	10+	3
GRUNE) DARUSSALAM	TO DOOR	SUN	10+	1	EGIPT ***	TO DOOR	FRI, SAT	7-11	2	GITANA	TO DOOR	SUNDAY	10+	1	LEERA	TO DOOR	SUN	10+	3
BURKINO FASSO	TO DOOR	SUN	10+	2	EL SALVADOR	TO DOOR	SUN	10-	1	HAITI	TO DOOR	SAT, SUN	20+	3	LIPA	TO DOOR	FRESAT	10+	1
BURUNOX	TO DOOR	SAT, SUN	10+	1	ESTONIA	TO DOOR	SAT, SUN	5-8	1	HONDURAS	TO DOOR	SAT, SUN	10+	1	LECHTENSTEIN	TO DOOR	SUN	1-6	1
BULGARIA****SEDEX INTL ECONOMY)	TO DOOR	SAT, SUN	1-7	3	EQUATORIAL GUINEA	TO DOOR	SAT, SUN	10-	1	HONG KONG ***	TO DOOR	SUN	4-8	2	LITHUANIA	TO DOOR	SAT, SUN	4-7	1
CAMBODIA	TO DOOR	SAT, SUN	0-12	2	DITRIA	TO DOOR	SUN	10=	1	HUNGARY***	TO DOOR	SAT, SUN	4-9	2	LUXEMBOURS***	PUDO	SAT, SUN	1-6	1
CAMEROON	TO DOOR	SAT, SUN	8-10		ETHIOPIA	TO DOOR	SUN	7-10	1	ICELAND**** (FEDEX:INTL ECONOMY)	TO DOOR	SAT, SUN	3-7	3	MACAG	TO DOOR	SUN	7-10	1
CANADA	TO DOOR	SAT, SUN	6-9		FALKLAND ISLANDS*** SEDEX INTL SCONOM	n TO DOOR	SAT, SUN	4-8	3	INDIA	TO DOOR	SUN	0-11	2	MACEDONIA	TO DOOR	SUN	10+	2
CAPE VERDE	TO DOOR	SAT, SUN	4-1		PAROEISLANDS	TO DOOR	SAT, SUN	10-	1	INDONESIA	TO DOOR	SUN	10+	2	MACAGASCAR	TO DOOR	SUN	10+	3
CAPE VERDE*** (FEDEX INTL ECONOMY)	TO DOOR	SAT, SUN	4-8	3	Full	TO DOOR	SUN	8-12	2	RELAND***	TO DOOR	SAT, SUN	2-5	2	MALANI	TO DOOR	SAT, SUN	7-10	4
CAPMAN ISLANDS	TO DOOR	SAT, SUN	0-11	3	FRLAND***	PUDO	SAT, SUN	3-6		IRAN	TO DOOR	FRE	6-9	2	MALAYSIA***	TO DOOR	SAT	5-10	2
CONTRAL AFRICANTER	TO DOOR	SAT, SUN	8-10	1	FRANCE ***	TO DOOR	SAT, SUN	2-6	2	IDAQ	TO DOOR	FRI, SAT	7-11	2	MALDWIS	TO DOOR	FRE	6-0	2
CWD	TO DOOR	SAT, SUN	10+	3	FRANCE ***	PUDG OFFICE 1	SAT, SUN	2-6	1	ISRAEL	TO DOOR	FRI, SAT	3-6	1	MALI	TO DOOR	SUN	10+	1
CHIE	TO DOOR	SAT, SUN	10+	2	FRANCE ***	PUDG OFFICE 2	SAT, SUN	2-6	1	ITALY ***	TO DOOR	SUN	1-6	2	MACTA***	TO DOOR	SAT, SUN	4-7	1
CHINA	TO DOOR	NO NON- WORKING DAYS	6-10	2	FRENCHGUIANA	TO DOOR	SUN	10=	1	INDIRY COAST	TO DOOR	SUN	10+	3	MACIA	TO DOOR	SUN	4-7	2
COLOMBIA	TO DOOR	SUN	10+	2	FRENCHPOLYNESIA	TO DOOR	SAT, SUN	10=	2	JAMAICA	TO DOOR	SAT, SUN	0-12	2	MARTINGUE	TO DOOR	SAT, SUN	10+	
COMOROS**** (FEDEX INTL ECONOMY)	TO DOOR	SAT, SUN	4-1	3	GAMBIA	TO DOOR	SUN	10=	2	JAJAN	TO DOOR	NO NON- WORKING DAYS	4-9	2	MAURITANIA	TO DOOR	SAT, SUN	10+	
CONGO	TO DOOR	SUN	10+	1	GABON	TO DOOR	SAT, SUN	10=	1	ERSCY	TO DOOR	SAT, SUN	3-6	3	MAURITIUS	TO DOOR	SUN	9-12	3
CONGO DR	TO DOOR	SAT, SUN	10+		GEORGIA	TO DOOR	SUN	7-11	1	ESSEY***	TO DOOR	SAT, SUN	2-3	1	MARSHALL ISLANDS*** FEDGLINTL ECONOMY	TO DOOR	SAT, SUN	4-0	3
COOK ISLANDS	TO DOOR	SUN	5-6	2	GERMANY ****	TO DOOR	SUN	2-4	3	JORDAN***	TO DOOR	FRIL SAT	4-10	2	MANOTTE*** GEDICKINTL ECONOMYS	TO DOOR	SAT, SUN	4-0	3
COSTARICA	TO DOOR	SAT, SUN	10+	2	GERALTAR	TO DOOR	SAT, SUN	5-10	1	KAZAG-STAN***	TO DOOR	SAT, SUN	9-12	3	MEXICO	TO DOOR	SUN	10+	2
CROATIA***	TO DOOR	SAT, SUN	4-8	2	GUANA	TO DOOR	SUN	10=	3	KENNA***	TO DOOR	SAT, SUN	6-11	2	MICRONISSIA*** (FEDEX INTL ECONOMY)	TO DOOR	SAT, SUN	4-0	3
CUBA	TO DOOR	SAT, SUN	7-10	3	CRESCS***	TO DOOR	SAT, SUN	3-7	i	KIRAGATI	TO DOOR	SUN	10+	3	MOLDOWA	TO DOOR	SAT, SUN	6-11	2
CURACAO****(FEDEX:NTL.GCONOMY)	TO DOOR	SAT, SUN	4-8	3	GREENLAND	TO DOOR	SAT, SUN	10=	1	NOREA, REPUBLIC OF	TO DOOR	SAT, SUN	6-10	2	MONGOLIA	TO DOOR	SAT, SUN	8-11	2
CYPRUS***	TO DOOR	SAT, SUN	4-8	2	GRENADA	TO DOOR	SAT, SUN	10=	3	NOSOVO	TO DOOR	SUN	3-4	1	MONACO*** SEDEX INTLECONOMY	TO DOOR	SAT, SUN	3-7	3
CZECHREPUBLIC***	TO DOOR	SAT, SUN	3-6	2	GUADELOUPE	TO DOOR	SAT, SUN	10=	1	KUWAIT ***	TO DOOR	FRI, SAT	6-9	2	MONTENEGRO	TO DOOR	SUN	0-11	1
DENMARK ***	PUDO	SAT, SUN	3-6	1	GUAH*** (FEDGX INTL ECONOMY)	TO DOOR	SAT, SUN	4-0	3	KYRGYZSIAN	TO DOOR	SUN	10+	1	MOROCCO	TO DOOR	SAT, SUN	0-11	2
DIBOUTI	TO DOOR	SUN	10+	1	GUATDIALA	TO DOOR	SUN	6-11	3	LACS FOR	TO DOOR	SAT, SUN	7-10		MUZAMBIQUE	TO DOOR	SAT, SUN	10+	3

Country Data A-Z

WITCHES COMMES	10 0008 08 PLDO	NON WORKERS DATE	ECLIVERY ESTRAITE (MCRISING SAITS)	NO. OF DELINERY ACTEMPTS	ALL OTHER COUNTRIES ************************************	TO BOOR OR PUDO	MON WORKING DATS	DISLINEBY ESTIMATE (WCGEING DATS)	ALL OTHER COOK/THES	30 8008 GB PLEO	MON WINESPE SATS	DISLIMENT EXTENSES GATES	MG, OF DOLMERY ATTEMPTS	ALL OTHER COUNTRES ************************************	TO BOOK CB PUBO	NON WORKING GAYS	DELINERY ESTIMATE (WCGRING GAYS)	NO. OF DELAKERY ALTEMPTS
LATVA	10 00 OR	SAT, SUN	6-9	2	MINNAR	TO DOOR	SUN	10+	SAMOA*** FEDEX INTL SCONOMY)	TO DOOR	SAT, SUN	4-8	3	ST VINCENT ET GRENADINES	TO DOOR	SAT, SUN	10+	3
LEBANON	TO DOOR	SAT, SUN	6-10	ż	NAMEIA	TO DOOR	SAT, SUN	10+	SANMARINO	TO DOOR	SAT, SUN	3-7	2	SIDAN	TO DOOR	SUN	10+	1
LESOTHO	TO DOOR	SAT, SUN	10+	3	NAURU***(FEDEX INTL ECONOMY)	TO DOOR	SAT, SUN	4-0	SAIDNIA	TO DOOR	SAT, SUN	5-8	2	SIRNAMS	TO DOOR	SUN	10+	1
LIERA	TO DOOR	SUN	10+	3	NETAL	TO DOOR	SAT	10+	SAUCHARADIA	TO DOOR	FIR, SAT	5-8	3	SWAZILAND	TO DOOR	SUN	0-12	3
LIPIA	TO DOOR	FRESKT	10+	1	NETHERLANDS	TO DOOR	SAT, SUN	2-5	SENEGAL	TO DOOR	SAT, SUN	10+	2	SWEDEN ***	PUDO	SAT, SUN	4-6	1
LECHTENSTEIN	TO DOOR	SUN	3-6	1	NETHERLANDS	PUDO	SAT, SUN	2-5	SIBA	10 000R	SUN	5-8	1	SWITZERLAND	TO DOOR	SUN	4-0	1
LITHUANIA	TO DOOR	SAT, SUN	4-7	1	NETHERLANDS ANTILLES	TO DOOR	SAT, SUN	5-0	SYDELLS	70 000R	SUN	10+	3	TANKAN	TO DOOR	SUN	7-10	2
LUNGMINOURG ***	PUDO	SAT, SUN	3-6		NEW CALEDONIA	TO DOOR	SAT, SUN	5-0	SCHA	10 000R	SAT, SUN	5-8	2	TAKZANIA	TO DOOR	SAT, SUN	10+	3
PMCAD	TO DOOR	SUN	7-10		NEW ZEALAND	TO DOOR	SUN	5-8	SICINA LEONE	10 000R	SUN	10+	3	TAJIKISTAN*** (FEDEX INTL ECONOMY)	TO DOOR	SAT, SUN	4-0	3
MACEDONIA	TO DOOR	SUN	10-	2	NCARAGUA	TO DOOR	SAT, SUN	10+	SMGAFORE***	10 000R	SAC, SUN	4-7	1	THALAND	TO DOOR	NO NON- WORKING DAYS	6-11	2
MADAGASCAR	TO DOOR	SUN	10+	3	NGER	TO DOOR	SUN	4-7	SLOVAKIA ****	TO DOOR	SAT, SUN	6-0	3	TOGO	TO DOOR	SAT, SUN	3-4	1
HALAMI	10 000R	SAT, SUN	7-10		NIGERIA	TO DOOR	SAT, SUN	7-10	SLOVEMA***	TO DOOR	SAT, SUN	4-6	3	TONGA	TO DOOR	SUN	8-12	1
MALAYSIA***	TO DOOR	TAZ	5-10	2	CMAN***	TO DOOR	FRE	4-0	SOLOMON ISLANDS	10 DOOR	SUN	6-7	2	TRINIDAD AND TOBAGO	TO DOOR	SAT, SUN	10+	3
MALDINES	TO DOOR	FRE	6-8	2	PAKISTIAN ***	TO DOOR	SUN	10+	SAC TOMEST PRINCIPE	TO DOOR	SAT, SUN	7-8	1	TUNISIA	TO DOOR	SUN	8-12	2
MALI	TO DOOR	SUN	10+	1	PALAU*** (FEDEX INTL ECONOMY)	TO DOOR	SAT, SUN	4-0	SOMALIA*** SEDICK INTIL ECONOMY)	10 000R	SAT, SUN	4-0	3	TURKEY ***	TO DOOR	FRE	7-12	2
MACIA ***	TO DOOR	SAT, SUN	4-7	1	PAINAMA	TO DOOR	SUN	10+	SOUTH AFRICA	TO DOOR	SAT, SUN	9-12	3	TURKMENISTAN	TO DOOR	SUN	10+	2
MACTA	TO DOOR	SUN	4-7	2	PASA NEW GUINEA	TO DOOR	SUN	10+	SAR***	10 000R	SAT, SUN	4-6	3	TURKS AND CAICOS	TO DOOR	SAT, SUN	10+	2
MATTHIQUE	10 00 00	SAT, SUN	18+	3	PARAGUAY	TO DOOR	SAT, SUN	9-12	NORWAY	PUDO	SAT, SUN	4-6	1	TUNALU*** (FEDEX INTL SCONOMY)	TO DOOR	SAT, SUN	4-8	3
PAURITANIA	70 DOOR	SAT, SUN	10-	1	PERU	TO DOOR	SUN	10+	SPAIN - BALGARIC ISLANCS ****	TO DOOR	SAT, SUN	6-9	2	UGANDA	TO DOOR	SAT, SUN	10+	2
HAURITUS	TO DOOR	SUN	9-12	3	PHILIPPINES	TO DOOR	SAT, SUN	10+	SPAIN - CANARY ISLANDS***	10 000R	SAT, SUN	6-9	2	UCIANE	TO DOOR	SAT, SUN	10+	2
MARSHALL ISLANDS*** FEDERINTLECONOMY	TO DOOR	SAT, SUN	4-0	3	POLANO***	TO DOOR	SAT, SUN	4-7	SPAIN - CANASY ISLANCS	TO DOOR	SAT, SUN	6-9	1.	UCIANE ***	TO DOOR	SAT, SUN	4-0	3
MARCHTE *** SEDECEINTL SCONOMY)	TO 00008	SAT, SUN	4-6	3	PORTUGAL ***	TO DOOR	SAT, SUN	4-7	SPILANKA	TO DOOR	SUN	0-11	2	UNITED AGAI DRIBATES	TO DOOR	FRE	5-8	3
нако	TO:000R	SUN	10-	2	PORTUGUESE ISLANDS	TO DOOR	SAT, SUN	5-0	STATTS AND NEVS	10 DOOR	SAT, SUN	10+	3	UNITED ARAB CHIRATES ***	TO DOOR	FRE	4-0	2
MICROMESIA*** SEDEX INTLECONOMY)	TO DOOR	SAT, SUN	4-8	3	PUERTO RICO	TO DOOR	SUN	7-10	STEARTHELMY	10 000R	SAT, SUN	5-7	1	UNITED KINGDOM ***	TO DOOR	SAT, SUN	ZAHR	3
HOLDOWA	TO 000 OT	SAT, SUN	6-11	2	QATAR ***	TO DOOR	FRI	4-9	ST BARTHEL MY *** (FEDEX INT), SCONOMY)	TO DOOR	SAT, SUN	4-8	3	UNITED KINGDOM ***	TO DOOR	SAT, SUN	46 HR	3
MONGOLIA	TO DOOR	SAT, SUN	8-11	2	REUNION	TO DOOR	SAT, SUN	10+	STHELDNA	10 000R	SAT, SUN	5-7		UNITED KINGDOM ***	TO DOOR	SUN	1-3	1
MONACO*** SEDEX INTL SCONOMY)	TO DOOR	SAT, SUN	1-7	3	ROMANIA	TO DOOR	SAT, SUN	5-8	STLUCIA	10 000R	SAE, SUN	10+	3	UNITED STATES OF AMERICA ***	TO DOOR STANDARDI	SUN	3-0	1
MONTENEGRO	10:000R	SUN	8-15	1	RUSSIA	TO DOOR	SAT, SUN	10+	ST MARTIN	TO DOOR	SAT, SUN	7-10	1	UNITED STATES OF AMERICA ***	TO DOOR (PRIORITY)	SUN, MON	3-6	3
новоссо	TO DO OR	SAT, SUN	8-15	2	RUSSIA ***	PUDO R2 OPTIONS	SAT, SUN	6-10	ST PERSE ET MIQUELON	TO DOOR	SAT, SUN	10+	*	URUGUAY	TO DOOR	SUN	10+	1
HIZAHIQUE	TO DOOR	SAT, SUN	10-	3	RWANGA	TO DOOR	SAT, SUN	6-12	ST PROFEST MOUSE ON "FRENCH INTLESCENCES	10 000R	SAT, SUN	4-8	3	LIZBERISTAN	TO DOOR	SUN	7-11	2