

The business guide to decimal currency in the Post Office.



Index

Cash transactions	page	4
Cheque transactions		4
Giro		4
Department for National Savings		5
Stocks and Bonds on the National Savings Stock Register		5
Money Orders		5
Postal Orders		6
Franking machines		6
Postage stamps		7
Stamp books		7
Stamp rolls		7
Stamped stationery		7
Registered Letter envelopes		8
£sd stamps and stamped stationery after 15 February		8
National Insurance stamps		8
Pre-payment in money : Postage Credit and Deposit Accounts		8
Inland Revenue Land Fee stamps		8
National Insurance stamps : new range		9
Postal Services		10
Inland Postal charges		10
Overseas Postal charges		11
Postal charges to HM Forces		13
Telecommunications Services		14
Inland Telecommunications charges		15
Inland Telephone calls		15
Telephone calls to the Irish Republic		16
Inland Telex call charges and charges to the Irish Republic		16
Telegrams		16
International and Maritime Telecommunications charges		17
Telephone calls from the United Kingdom		17
Telex calls from the United Kingdom		18
Telegrams from the United Kingdom		18
Calls from the United Kingdom to ships at sea		19
The whole new penny conversion table	back cover	

This booklet is intended to be a summary of the ways in which decimalisation of currency will affect charges and services in the Post Office, and to help you in your business dealings and transactions with the Post Office both up to Decimal Day 15 February, 1971, and afterwards during the changeover period. The main new decimal charges are shown at the end of this booklet.

The Post Office Guide of course remains the definitive publication on the whole range of Post Office facilities and services, and the decimal version effective from 15 February will be available from Post Offices shortly before that date.

From 15 February the Post Office will operate solely in the new decimal system. It will be necessary for the Post Office to close all its counters, including those at Sub Post Offices, from 1 pm on Friday, 12 February and all day on Saturday, 13 February, 1971, in order to prepare for the conversion. As offices can be expected to be very busy for the first few days after 15 February, please bear this in mind if you have business to transact in this period.

Cash transactions

From 15 February, only decimal coins (and 6d pieces) will be given in change. Old 1d and 3d coins will be accepted, but only in multiples of sixpence. We will not exchange coins.

Cheque transactions

When you make out handwritten bank cheques, Girocheques, money orders or any other payable instrument from 15 February you should write the decimal amounts like this :

<i>Figures</i>	<i>Words</i>
£29-00	Twenty nine pounds only
£29-26	Twenty nine pounds 26
£29-08	Twenty nine pounds 08
£ 0-26	Twenty six pence

Use a hyphen instead of a decimal point.

Cheques are generally invalid if they are made out in decimal before 15 February, or in £sd on or after 15 February. Cheques, Girocheques, and money orders written in £sd before 15 February will be converted after D Day to decimals by the whole new penny table. The £sd amount is not deleted. The decimal amount is written close to the £sd amount, preferably above it and in a different coloured ink.

Giro

National Giro will operate in decimal currency from 15 February 1971. £sd documents and balances will be converted to decimal by the whole new penny conversion table. The new halfpenny will not be used in transactions. The National Giro Centre will be closed for business only on Saturday, 13 February, 1971. However, Giro services will not be available at Post Office counters during their closure before 15 February.

From 15 February Giro accounts will operate on a purely decimal basis. Transfers, Deposits and Inpayments, and Withdrawals on Demand should be made out in £sd before 15 February, and in decimal on or after 15 February. Otherwise they are invalid.

In the case of Withdrawals on Application, Girocheques sent to the National Giro Centre for authentication should be made out in decimal from 12 February, 1971.

Giro documents made out in £sd before 15 February and not presented until 15 February or after should be converted by the whole new penny table.

If several cheques are being deposited, each should be converted separately, listed and totalled on the deposit form in decimal.

Giro Standing Orders will be automatically converted to decimal by the whole new penny table, and a fresh Authority is unnecessary. Any Standing Order due for payment on 13 February will be paid on 15 February in decimal.

The National Giro Centre can, by special arrangement, produce Statements of Account in machine readable form. These are on magnetic tape suitable for input to most computers. Tapes with a "Statement date" on or after 15 February will have amounts expressed in decimal.

For further information, or assistance with any decimalisation problem, please get in touch with Mr T. A. J. Battersby, National Giro Centre, Bootle, Lancs., GIR OAA.

Department for National Savings

Post Offices will be closed from 1 pm Friday 12 February and all day on Saturday 13 February. Except during these periods all normal savings services will be available. Savings business will be conducted in decimal terms from 15 February onwards and balances in National Savings Bank accounts will be converted to decimals by the whole new penny table. The new halfpenny will not be used in transactions (except when National Savings Stamps are presented for encashment on or after 15 February and the total contains an odd 6d).

Separate information and leaflets will be available giving details of the changeover to decimal currency of the savings service provided by the Department for National Savings. Meanwhile the following information may be of interest.

Stocks and Bonds on the National Savings Stock Register

Prior to 15 February: any encashment, dividend, premium or other warrant expected to reach the recipient on or before 12 February 1971 will be issued in £sd.

As the Stock Exchange will be closed on 11 and 12 February, 1971, there will be no investments in or sales of Marketable Securities on the National Savings Stock Register on these dates. You are urged to initiate any £sd transactions as early as possible before these dates. It will be necessary for the Department for National Savings to convert £sd amounts to decimal if the investment request cannot be acted on before 15 February. The purchase of British Savings Bonds will be possible up to 12 February, 1971.

On and after 15 February: all transactions will be in decimal currency only. The new halfpenny will be ignored in transactions in Stocks and Bonds on the National Savings Stock Register.

Stock on the National Savings Stock Register will be converted (by reference to the balance in each account, not the individual amounts on the investment certificates issued) by the whole new penny table.

Stock if previously transferable in multiples of one penny (1d) will be transferable in multiples of one new penny (1p). (Section 8 of the Decimal Currency Act 1969 refers). It is not intended to amend immediately all Investment Certificates on which amounts appear in £sd. An announcement will be made later telling holders when to send them in for amendment.

Money Orders

Ordinary and Telegraph Money Orders issued from 15 February will be expressed in decimal currency; the new halfpenny will not be used. Poundage and other charges will be in decimal currency.

Orders issued in £sd before 15 February will be converted to decimal by the whole new penny table. The conversion will be made by the counter clerk, unless payment is made through a bank, in which case the onus is on the customer.

Trade Charge Money Orders (Cash on Delivery): Trade Charge Money Order forms and labels accompanying COD parcels handed in for posting on and from 15 February should be expressed in decimal. Orders which were accepted in £sd and which are still in Post Office hands on 15 February will be converted by the Post Office.

From 15 February, certified £sd Trade Charge Money Orders (relating to delivered parcels) will need to be converted by the payee before they are presented to Banks. Senders of COD parcels are therefore advised that during the period 8-13 February 1971 they should express the amounts to be collected in *both* £sd and decimal.

Postal Orders

Dual currency postal orders have already been introduced with values expressed both in £sd and decimal. By 15 February all orders will be in dual currency and the 1s 6d, 2s 6d, 3s 6d, 4s 6d and guinea orders will have disappeared.

In addition to the dual currency orders, decimal currency orders will be introduced on 15 February for 7½p, 12½p, 17½p and 22½p denominations. From the same date you can affix decimal stamps, in extension of value, for amounts in ½p steps up to 4½p.

The new Postal Order denominations are

5p	15p	25p	45p	65p	85p	£2
7½p	17½p	30p	50p	70p	90p	£3
10p	20p	35p	55p	75p	95p	£4
12½p	22½p	40p	60p	80p	£1	£5

The charges for Postal Orders from 15 February 1971 are as stated. (Orders showing the old charge will be sold until stocks are exhausted.)

Cashing Postal Orders from 15 February: £sd amounts (including stamps affixed) will be converted by the whole new penny table, as follows:

Decimal order with decimal stamps affixed—the total decimal value will be paid.

Dual priced or £sd orders with £sd stamps affixed—the total £sd value will be converted to decimal and the total decimal value paid.

£sd orders with decimal stamps affixed—the £sd value of the order will be converted to decimal and the total decimal value paid.

Note: Banks will ignore the ½p on any total document, i.e., if Postal Orders are paid in on form P490; and similarly if you present for example 3 Postal Orders each ending in a ½p the banks will ignore the ½p on each order.

Franking machines

In preparation for decimalisation the die design of franking machines has been modified to show postage values in pence only. Up to 15 February this should be read as £sd pence. On and after 15 February it should be read as new pence.

Machine conversion: because of the problems that could arise, the Post Office does not intend to renew credit after 15 February for any machine that has not been converted.

The franking machine companies have had for some time a programme of conversion or replacement of existing franking machines, to enable them to be used both before and during decimalisation without any further adjustment. If you have not already had your machine adjusted for use both before and after 15 February, you are advised to contact your franking machine company as soon as possible.

Accounting : from 15 February it will be necessary to make an adjustment to the credit remaining in users' machines, to take account of the higher value of the units. No adjustment will be made to the meters themselves, but the Post Office will send an account to each user shortly after 15 February for the difference between the credit remaining as shown in 1d or $\frac{1}{2}$ d units and the higher value these units will assume on 15 February, i.e. 1p or $\frac{1}{2}$ p. The difference in value will be obtained by means of the control card which all users submit to the post office weekly.

Postage stamps

There are 4 high value decimal stamps 10p, 20p, 50p and £1. The 10p, 20p and 50p have exact £sd equivalents—2s, 4s and 10s respectively—and were issued on 17 June 1970. The £1 stamp remains unaltered.

The issue date for the low value decimal stamps, comprising 12 denominations ($\frac{1}{2}$ p, 1p, $1\frac{1}{2}$ p, 2p, $2\frac{1}{2}$ p, 3p, $3\frac{1}{2}$ p, 4p, 5p, 6p, $7\frac{1}{2}$ p, 9p) is Monday 15 February.

Special first day of issue philatelic services will be provided on 15 February. Normal pre-release and philatelic posting box arrangements will apply.

Note: £sd sheet stamps will still be on sale at all offices until Friday 12 February. After D Day £sd stamps will continue to be sold from the Philatelic Bureau and offices with Philatelic counters.

Stamp books

There will be four decimal stamp books :

10p (2 at 2p, 2 at $1\frac{1}{2}$ p, 2 at 1p, 2 at $\frac{1}{2}$ p)	from machines only
25p (9 at $2\frac{1}{2}$ p, 5 at $\frac{1}{2}$ p)	at counters
30p (10 at 3p)	at counters
50p (10 at 3p, 7 at $2\frac{1}{2}$ p, 5 at $\frac{1}{2}$ p)	at counters

The three books sold over the counter will be put on sale on Monday 15 February. The present 2s booklets will continue to be sold from machines outside post offices until late on Sunday 14 February when they will be replaced by the new 10p booklets.

Stamp rolls

From 15 February at larger Post Offices, vending machines will dispense strips of 5 decimal stamps (2p, $\frac{1}{2}$ p, $\frac{1}{2}$ p, 1p, 1p). for 5p. At some other offices vending machines will be dispensing 1p stamps.

Single value rolls of stamps for use in stamp affixing machines will be available from 15 February in $2\frac{1}{2}$ p and 3p denominations. The mixed value rolls will also be available for private machine owners.

Stamped stationery

Decimal stamped stationery will be put on sale from 15 February. The range of items will be :

		Price
Envelope 'A' (Duke) $5\frac{3}{4}'' \times 3\frac{3}{4}''$	$2\frac{1}{2}$ p stamp	$3\frac{1}{2}$ p each
		$32\frac{1}{2}$ p for packet of 10
Envelope 'B' (Foolscap) $9\frac{1}{4}'' \times 4\frac{3}{4}''$	3p stamp	4p each
		$37\frac{1}{2}$ p for packet of 10
Lettercard	$2\frac{1}{2}$ p stamp	3p each
		29p for packet of 10
Postcard	$2\frac{1}{2}$ p stamp	3p each
Air letter form	4p stamp	4p each
Pictorial air letter form	4p stamp	5p each

Registered Letter envelopes

Inland

Embossed with 23p stamp (Registration 20p ; postage 3p)

Size G ($6\frac{1}{8}'' \times 3\frac{3}{4}''$)	24½p each	£2.45 for packet of 10
Size H ($8'' \times 4\frac{3}{4}''$)	25p each	£2.50 for packet of 10
Size K ($11\frac{1}{2}'' \times 6''$)	27p each	£2.70 for packet of 10

Overseas

From 15 February until 1 July 1971 the overseas registration fees will remain as at present: 15p. Because of this there will be a special overseas registered envelope the same size as the present H registered envelope. The new envelope will be known as H2 and will have a 15p 'registration only' stamp embossed on it. The envelopes costing 17p, will remain on sale until 30 June 1971. Adhesive stamps will need to be added in payment of the appropriate postage rate. (Note: on 1 July the overseas registration fee will be brought into line with the inland fee and from then G, H and K envelopes should be used for both inland and overseas registered postings.)

£sd stamps and stamped stationery after 15 February

£sd stamps and stamped stationery can be used throughout the changeover period by converting the total £sd value to decimal by the halfpenny table and adding any decimal stamp necessary to make up the new postal rate.

The Post Office will also repurchase stamps bought for postal purposes within the last two years. This is the normal repurchase scheme and a charge of 12½% is made.

In addition, an extension to the normal repurchase scheme allows for all £sd stamps issued within the current reign to be repurchased whether or not they were bought for postal purposes. The charge for this service is 15% of the face value of the stamps.

Ask at your nearest Post Office for details of both schemes.

National Insurance stamps

Decimal National Insurance rates will be introduced on 15 February and £sd stamps will be withdrawn from sale at the close of business on 12 February. But £sd stamps may be used up for weeks which follow 15 February and decimal stamps may be used for earlier weeks if necessary. The same National Insurance cards should continue to be used after 15 February even though £sd rates are shown on them.

There may be circumstances in which £sd stamps bought for use before 15 February are not suitable for use afterwards; for example staff to whom particular rates apply may no longer be employed. Subject to the normal conditions that these stamps are not spoiled and do not exceed £75 in value they may be used in part payment for decimal stamps at other rates. This arrangement will last until 26 March 1971.

There will be the same number of stamps, ie 35, and they will be printed in sheets of 200 (10×20).

The full range of decimal insurance stamps and the values which they replace is shown on next page.

Pre-payment in money : Postage Credit and Deposit Accounts

The procedure will remain the same on decimalisation.

Inland Revenue Land Fee stamps

The £sd range of stamps will be withdrawn and replaced by a decimal range on 15 February, 1971.

National Insurance stamps

The full range of decimal insurance stamps and the values they replace.

<i>Old</i>	<i>New</i>		<i>Description of Insured Person</i>
<i>Rate</i>	<i>Rate</i>		
s	d	£	
89	5	4.47	Man 18-70 not retired (contracted-out)
87	6	4.38	Man employed abroad 18-70 not retired (contracted-out)
84	7	4.23	Man 18-70 not retired
82	8	4.14	Man employed abroad 18-70 not retired
67	10	3.39	Man over 65 retired or over 70 (exempt)
65	11	3.30	Man employed abroad over 65 retired or over 70 (exempt)
58	1	2.91	Woman 18-65 not retired (contracted out)
56	8	2.83	Woman employed abroad 18-65 not retired (contracted out)
55	1	2.75	Woman 18-65 not retired
53	8	2.69	Woman employed abroad 18-65 not retired
47	9	2.39	Employed boy under 18
46	11	2.35	Boy employed abroad under 18
42	3	2.11	Employed married woman or widow under 65 not retired, opted-out (contracted-out) (exempt)
40	10	2.04	Married woman or widow under 65 not retired employed abroad opted-out (contracted-out) (exempt)
40	9	2.03	Employed woman over 60 retired or over 65 or widowed/married and opted-out (exempt)
39	4	1.97	Woman employed abroad over 60 retired or over 65 or widowed/married and opted-out (exempt)
38	9	1.93	Mercantile marine, employed man 18-70 not retired (contracted out)
36	1	1.81	Employed girl under 18
35	6	1.78	Girl employed abroad under 18
33	11	1.69	Mercantile marine, employed man 18-70 not retired
26	9	1.34	Employed girl under 18 married widowed opted out (exempt)
24	10	1.24	Self-employed man 18-70 not retired
22	00	1.10	Mercantile marine employed boy under 18
20	8	1.03	Self-employed woman 18-65 not retired
19	9	0.99	Non-employed man 18-65
17	2	0.85	Mercantile marine man over 65 retired or over 70 (exempt)
15	8	0.78	Non-employed woman 18-60
14	0	0.70	Self-employed boy under 18
12	0	0.60	Self-employed girl under 18
11	2	0.56	Non-employed boy under 18
9	2	0.46	Non-employed girl under 18
			<i>Industrial Injuries only</i>
1	11	0.09	Man over 18
1	5	0.07	Woman over 18
	10	0.04	Boy under 18
	7	0.03	Girl under 18

In assessing the decimal values the DHSS have had to convert both the employers' and the employees' contribution into separate payable decimal amounts. Because of this the new rates will not necessarily be the exact conversion table equivalents of the old £sd values.

Postal Services

Most inland postal prices are being increased on 15 February 1971 to enable the postal service to pay its way. Therefore decimal charges shown for most inland postal services are not conversions of the £sd charges in force before 15 February.

Overseas postal charges are not being increased on 15 February.

INLAND POSTAL CHARGES

LETTERS AND CARDS

Weight not exceeding	First Class	Second Class
4oz	3p	2½p
6oz	5p	4½p
8oz	7p	5½p
10oz	9p	6½p
12oz	11p	7½p
14oz	13p	8½p
1lb 0oz	15p	9½p
1lb 8oz	20p	10½p
2lb 0oz	30p	Not admissible over 1lb 8oz
Each additional 1lb (or part thereof)	15p	

Certificate of posting for unregistered letters and packets—1p

Certain articles for the blind listed in the Post Office Guide may be sent free of postage up to a maximum weight of 15 lb.

CONCESSIONARY PRINTED PAPERS

Service withdrawn from 15 February 1971.

REGISTERED NEWSPAPERS

Publications registered at the Post Office as newspapers will be given First Class service at the Second Class postage rate *only* if posted by publishers or their agents. Registration Fee: £1 per annum per publication.

PARCELS

Weight not exceeding	Ordinary parcels	Local Parcels
1½lb	15p	10p
2lb	20p	15p
4lb	24p	19p
6lb	27½p	22½p
10lb	35p	30p
14lb	45p	40p
18lb	55p	50p
22lb	65p	60p

Certificates of posting for unregistered parcels are free.

REGISTRATION

Fee (in addition to ordinary postage)
for compensation up to:

	For letters	For parcels
£150	20p	25p
£300	22½p	27½p
£500	25p	30p

RECORDED DELIVERY

Fee (in addition to postage)
for compensation up to £2

4p First Class

4p Second Class

ADVICE OF DELIVERY

(for Registration and Recorded Delivery services)

requested at time of posting: 7½p; requested after time of posting: 10p

CASH ON DELIVERY

Money collected by the Post Office from the addressee on behalf of the sender of a parcel or registered packet.

Trade charge not over £50. Fee: 25p

EXPRESS MESSENGER ALL THE WAY

per mile or part of a mile for single packet	20p
for each additional packet irrespective of distance	3p
for other conveyance used or costs incurred	Actual cost

**EXPRESS MESSENGER FROM DELIVERY OFFICE
AT ADDRESSEE'S REQUEST**

per mile or part of a mile for single packet	20p
for every 10 packets or less after the first	2½p
for other conveyance used or costs incurred	Actual cost

RAILEX

Charge per packet: £1
(maximum weight is 2oz if posted in Northern Ireland; 1lb elsewhere)

SPECIAL DELIVERY AT SENDER'S REQUEST

In addition to First Class postage: 20p

CHANNEL ISLANDS AND THE IRISH REPUBLIC

Of the above services the following are available to the Channel Islands and the Irish Republic:

Letters, parcels, articles for the blind, registration and special delivery.

In addition the following are available to the Channel Islands:

Recorded delivery and cash on delivery.

POSTAL ORDERS

Value of order	Poundage	<i>The charges for Postal Orders from 15 February 1971 are as stated. (Orders showing the old charge will be sold until stocks are exhausted.)</i>
5p up to £1	2½p	
£2, £3, £4 and £5	5p	

MONEY ORDERS

Orders up to £50 (maximum) Poundage: 25p

TELEGRAPH MONEY ORDERS

Orders up to £50. Poundage: 25p
Fixed charge for official telegram of advice: 25p
(For orders payable in the Irish Republic: 30p)
Private message sent with order: 2p per word

BUSINESS REPLY SERVICE

£5 annual licence fee will be introduced. The charge on each reply received will be ½p in addition to normal postage.

POSTAGE FORWARD PARCEL SERVICE

£5 annual licence fee will be introduced. The charge on each parcel received will be 4p in addition to normal postage.

REDIRECTION

Redirection for a period not exceeding 1 month	50p
„ or renewal for a period not exceeding 3 months	75p
„ or renewal for a period not exceeding 12 months	£2

**TEMPORARY RETENTION OF MAIL
AT THE REQUEST OF THE ADDRESSEE**

for 3 weeks: £1, for 6 weeks: £1.50, for 8 weeks: £2.

OVERSEAS POSTAL CHARGES

Air Mail

LETTERS

Zone A	per ½ oz	5p
Zone B	„ „	7½p
Zone C	„ „	9p
Europe (All-Up) (excluding Gibraltar and Malta)	not over 1 oz	4p
	each additional oz	2p
Gibraltar and Malta (All-Up)	not over 1oz	2p
	each additional oz	1p

AIR LETTER FORMS4p

POSTCARDS

Zone A		2½p
Zone B		4p
Zone C		4p
Europe (single)		2p
(reply-paid)		4p

PRINTED PAPERS, SMALL PACKETS, INSURED BOXES AND SAMPLES

Zone A	per ½oz	2½p
Zone B	" "	3p
Zone C	" "	3½p

PHONOPOST

Zone A	per ½oz	3p
Zone B	" "	3½p
Zone C	" "	4p

NEWSPAPERS, PERIODICALS

Zone A	per ½oz	1p
Zone B	" "	1½p
Zone C	" "	2p
Europe (excluding Gibraltar and Malta)	not over 1oz	2½p
	each additional oz	1½p
Gibraltar and Malta	not over 1oz	2p
	each additional 1oz.	1p

LITERATURE FOR THE BLIND

Zones A, B and C	per 2oz	1p
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Surface Mail

FOREIGN LETTERS

Not over 1oz	4p
Each additional oz	2p

COMMONWEALTH LETTERS

Not over 1oz	2p
Each additional oz	1p

POSTCARDS

Single	2p
Reply-paid	4p

PRINTED PAPERS

1. Ordinary Rate	not over 2oz	1½p
	each additional 2oz	1p
2. Reduced Rate	not over 2oz	1p
	next 2oz	½p
	each additional 4oz	1p
3. Bulk Post Bags		
Ordinary Rate	7½p for the first lb, 6½p each additional lb, less 5% of total postage	
Reduced Rate	5p per lb. less 5% of total postage	

PHONOPOST PACKETSNot over 2oz: 3p. Each additional 2oz: 3p

SAMPLESNot over 2oz: 1½p. Each additional 2oz: 1p

SMALL PACKETS

Not over 8oz (minimum charge)	7½p
Not over 10oz	8½p
Each additional 2oz	1½p

INSURED BOXES

Not over 10oz (minimum charge)	14½p
Each additional 2oz	3p
Plus appropriate insurance fees	

LITERATURE FOR THE BLINDPostage Free

PARCELS—AIR AND SURFACE

Parcel rates will be the decimal equivalents of £sd rates although some rates have been rounded down for the convenience of the public and counter clerks. Full details will be given in the new (decimal) Post Office Guide.

Minor services

REGISTRATION15p

INSURANCE

16p up to £28:

1p per additional £14 up to a maximum of £400

COMPENSATION

Registered packets £3.40

Uninsured parcels £1.35

£2.05

£3.40

£5.45

EXPRESS10p

REPLY COUPONS

International 6p

Commonwealth 3p

CUSTOMS

Clearance fee (letters) 9p

Clearance fee (parcels) 14p

Storage fee (trade parcels) 5p per day after 28 days
(maximum £1.35)

COD

Outward fee 1½p up to £1: 3p from £1 to £2:

then 1p for each additional £1 up to £40 maximum

Inward delivery fee 1½p

The January edition of the Air Mail leaflet will remain effective until 14 February. A new decimal edition dated 15 February will be available shortly before 15 February and will be effective until the end of March.

POSTAL CHARGES TO HM FORCES

Europe

LETTERS

Not over 1oz 2p

Each additional oz or part thereof 1p

POSTCARDS2p

FORCES AIR LETTER FORMS1½p

**PRINTED PAPER (SURFACE)
INCLUDING NEWSPAPERS AND PERIODICALS**

Not over 4oz 1p

Each additional 4oz or part thereof 1p

SMALL PACKETS (SURFACE)

Not over 8oz 7½p

Not over 10oz 8½p

Each additional 2oz or part thereof 1½p

(AIR)

There is no airmail service for 'Printed Papers and Small Packets to Europe'. If air transmission is desired the letter rate of postage must be prepaid.

Outside Europe

LETTERS (SURFACE)

Not over 1oz	2p
Each additional oz or part thereof	1p

(AIR)

Not over 1½oz	3p
Each additional ½oz or part thereof	3p

POSTCARDS (SURFACE AND AIR)

2p

FORCES AIR LETTER FORMS

1½p

PRINTED PAPERS INCLUDING NEWSPAPERS AND PERIODICALS (SURFACE)

Not over 4oz	1p
Each additional 4oz or part thereof	1p

(AIR)

Each oz or part thereof	2p
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SMALL PACKETS (SURFACE)

Not over 8oz	7½p
Not over 10oz	8½p
Each additional 2oz or part thereof	1½p

(AIR)

Each oz or part thereof	2p
Minimum charge	7½p

PARCELS: HM FORCES ANYWHERE OVERSEAS (SURFACE)

Not over 3lb: 16p

Not over 7lb: 25p

Not over 11lb: 32p

Not over 22lb: 52p

AIR: These rates vary according to destination. See Post Office Guide.

Supplemental services

For Members of HM Forces using a British Post Office Address

REGISTRATION FEE

15p (Maximum compensation payable £3.40)

INSURANCE

(Maximum compensation payable £50)

Insurance Fee	16p	17p	18p
Limit of Compensation	£28	£42	£50

Telecommunications Services

Telecommunications charges will be expressed in decimal from 15 February. At present most coin boxes operate on sixpenny and shilling pieces; the older prepayment type boxes operate on pennies and also accept sixpenny and shilling pieces. All telephone coin boxes are to be converted to accept 2p and 10p pieces. The conversion will start immediately after 15 February and is expected to be completed by the end of March. The decimal charges for inland calls and calls to the Irish Republic from coin boxes, for which coins have to be inserted, will apply from the time the particular coin box is converted to accept the new coins.

During the closure of Post Office counters from 1 pm on Friday 12 February and all day on Saturday 13 February 1971 it will not be possible for inland or international telegrams to be accepted over the counter at Post Offices but such telegrams will continue to be accepted by telephone, telex and private wire. Non urgent international telegrams and Inland Greetings Telegrams, for delivery during the period of closure, should be handed in before Friday 12 February. Delivery of inland and international telegrams in this country will continue normally during this period.

INLAND TELECOMMUNICATIONS CHARGES

Inland telephone call charges

LOCAL CALLS

From STD Exchanges:

Ordinary lines

 Time bought for 1p:

Monday to Friday 8 am to 6 pm	6 minutes
Monday to Friday 6 pm to 8 am and all day Saturday and Sunday	12 minutes

Coin box lines

 Time bought for 2p:

Monday to Friday 8 am to 6 pm	3 minutes
Monday to Friday 6 pm to 8 am and all day Saturday and Sunday	6 minutes

From other Exchanges:

Ordinary lines 1½p at all times

Coinbox lines 2p at all times

INLAND TRUNK CALLS

The charge for an inland trunk call is based on the duration of the call and the distance between the charging centres.

Dialled direct:

Ordinary lines

 Time bought for 1p:

Distance in miles	Peak rate	Standard rate	Cheap rate
	Mon-Fri 9 am-noon	Mon-Fri 8 am-9 am noon-6 pm	Every night 6 pm-8 am and all day Sat/Sun
Up to 35	20 seconds	30 seconds	72 seconds
35 to 50	12 seconds	15 seconds	36 seconds
Over 50	8 seconds	10 seconds	36 seconds

Coinbox lines

 Time bought for 2p:

Distance in miles	Standard rate	Cheap rate
	Mon-Fri 8 am-6 pm	Every night 6 pm-8 am and all day Sat and Sun
Up to 35	30 seconds	90 seconds
35 to 50	24 seconds	45 seconds
Over 50	15 seconds	45 seconds

Connected by operator:

Ordinary lines 3 minute call—minimum charge (each subsequent minute or part of a minute at ½ rate shown):

Distance in miles	Peak rate	Standard rate	Intermediate rate*	Cheap rate*
	Mon-Fri 9 am-noon	Mon-Fri 8 am-9 am noon-6 pm	Saturday 8 am-6 pm	Every night 6 pm-8 am and all day Sunday
Up to 35	10½p	9p	6p	3p
35 to 50	18p	13½p	9p	6p
Over 50	25½p	22½p	15p	9p

*May be suspended during some public holidays

Coinbox lines

 for each 3 minutes or part of 3 minutes:

Distance in miles	Standard rate	Intermediate rate*	Cheap rate*
	Mon-Fri 8 am-6 pm	Sat 8 am-6 pm	Every night 6 pm-8 am and all day Sunday
Up to 35	16p	10p	6p
35 to 50	20p	16p	10p
Over 50	26p	20p	12p

*May be suspended during some public holidays

MISCELLANEOUS CALL FACILITIES

Fixed time call fee 10p Alarm calls 10p Personal call fee 10p

Transferred Charge Call Fee:

where money has to be inserted in a coinbox: 2p All others: 2½p

Credit Card call fee: 2½p Freephone call fee: 2½p

Advice of duration and charge: 2½p

RADIOPHONE CALLS

	In the same radiophone area	Radio fee on trunk calls
From radiophones or to radiophones from ordinary telephones	9p for first 3 mins and 3p per minute thereafter	6p for first 3 mins and 2p per minute thereafter

Telephone calls to Irish Republic

FROM NORTHERN IRELAND

as for inland calls

FROM GREAT BRITAIN AND THE ISLE OF MAN

Ordinary lines	Standard rate	Intermediate rate*	Cheap rate*
3 minute call—minimum charge (each subsequent minute or part of a minute at ⅓ rate shown)	Mon-Fri 8 am-6 pm 34½p	Sat 8 am-6 pm 27p	Every night 6 pm-8 am and all day Sunday 19½p
Coinbox lines for each 3 minutes or part of 3 minutes	40p	30p	22p

** May be suspended during some public holidays*

Inland Telex call charges and charges to the Irish Republic

	Dialled direct seconds for 1p	Connected by Operator charge per minute (3 minute minimum)
On same telex centre or between centres up to 35 miles apart	60	1p
Between centres 35-75 miles apart	30	2p
Between centres over 75 miles apart	15	4p
From Northern Ireland to Irish Republic	20	3p
From Great Britain and the Isle of Man to Irish Republic	10	6p

Miscellaneous Telex charges

Call offices: normal charge for call plus a call office fee of 12p

Multitelex Service: normal call charge plus 9p for each addressee

Telegrams

Ordinary Telegram

12 words for 25p (minimum),
2p for each additional word

Standard Greetings Telegram

12 words for 27½p (minimum),
2p for each additional word

De Luxe Greetings Telegram

12 words for 35p (minimum),
2p for each additional word

Overnight Telegram

12 words for 12½p (minimum),
1p for each additional word

Telegrams to Irish Republic:**Ordinary Telegram**

12 words for 30p (minimum),
2p for each additional word

INTERNATIONAL AND MARITIME TELECOMMUNICATIONS CHARGES

The information on charges and services shown below, which is not comprehensive, is expected to be operative from 15 February 1971. All international and maritime charges are subject to international agreement and revision: consequently charges are liable to be revised at any time by the Post Office and services are liable to be modified, added to or withdrawn.

Charges for telephone calls from the United Kingdom from telephones without coinboxes

EUROPE

Country	Connected by operator <i>Minimum charge</i> ($\frac{1}{3}$ minimum charge for each additional minute or part thereof in excess of 3 minutes) (Note 3)	Dialled direct (Note 1) Number of seconds for 1p
Belgium, France, Luxembourg, Netherlands	45p	5.14
Germany, Switzerland	54p	4
Denmark	54p	
Austria	60p	
Italy	60p	3.6
Norway	69p	3
Sweden	69p	
Gibraltar, Portugal, Spain	84p	
Finland	£1.05	
Malta	£1.11	
Greece, Bulgaria	£1.20	

EXTRA EUROPE

Country	Connected by Operator <i>Minimum charge</i> ($\frac{1}{3}$ minimum charge for each additional minute or part thereof in excess of 3 minutes)
USA (except Alaska and Hawaii), Canada. (Notes 2, 4) <i>Full Rate</i>	£2.25
<i>Reduced Rate</i> 10 pm to 10 am British Clock Time Weekdays and all day Sundays)	£1.68
Bahrein, Israel, Kuwait, Japan, South Africa, Chile, New Zealand (Note 4)	£2.49
Australia, India, Pakistan, East Africa	£3.00
Malaysia, Singapore, Hong Kong	£3.75

NOTES

1. International Subscriber Dialling (ISD) is available from London, Birmingham, Liverpool, Manchester, Edinburgh and Glasgow to those European countries where a rate is shown.
2. International Subscriber Dialling (ISD) is available from London (01) to New York City (Code 212). The rate is 1.2 seconds for 1p.
3. A Personal Call service is available at an extra charge equivalent to 2 additional minutes to those European countries shown.
4. A Personal Call service is available at an extra charge of £1.51 except for USA and Canada where the extra charge is £1.75 (Full) and £1.32 (Reduced).

Charges for Telex calls from the United Kingdom

EUROPE

Country	Calls via the operator <i>Minimum charge</i> ($\frac{1}{3}$ minimum charge for each minute or part thereof in excess of 3 minutes)	Calls dialled direct (Note 1) Number of seconds for 1p
Belgium, France, Luxembourg, Netherlands	21p	8.57
Denmark, Germany, Switzerland	24p	7.5
Austria, Faroe Isles, Finland, Greece, Italy, Norway, Portugal, Spain, Sweden, Yugoslavia	30p	6
Czechoslovakia, Poland	36p	5
Hungary, Iceland	42p	4.3
Algeria	60p	3
Cyprus, Rumania	60p	
Bulgaria	66p	
USSR	69p	
Turkey	75p	
Morocco, Tunisia	84p	
Gibraltar, Malta	90p	

EXTRA EUROPE

Country	Calls via the operator Minimum Charge ($\frac{1}{3}$ minimum charge for each minute or part thereof in excess of 3 minutes)	Calls dialled direct Charge for 1 minute or part thereof (Note 1)
Canada, USA	£2.25	75p
Jordan, Lebanon	£2.37	
Congo (Dem Rep)	£2.76	
Australia, New Zealand	£3.00	£1.00

NOTES

International Subscriber Dialling is available only to those countries where a rate is shown above.

Charges for telegrams from the United Kingdom

Destination	Charge per word:		
	Ordinary	Urgent	Letter Telegrams
Europe (except USSR)	5p	10p	2 $\frac{1}{2}$ p
Cyprus, Gibraltar, Malta	5p	10p	2 $\frac{1}{2}$ p
USSR	6 $\frac{1}{2}$ p	13p	3 $\frac{1}{4}$ p
USA, Canada and Commonwealth Countries in the Caribbean Area	7p	14p*	3 $\frac{1}{2}$ p
Other Commonwealth countries	9p	18p	4 $\frac{1}{2}$ p
Japan	17p	34p	8 $\frac{1}{2}$ p
South Africa	9p	18p	4 $\frac{1}{2}$ p
Argentina	14 $\frac{1}{2}$ p	29p	7 $\frac{1}{4}$ p

*Not applicable on service to USA

Charges for calls from the United Kingdom to ships at sea

RADIOTELEGRAMS**Full Rate****Charge per word**

8½p

Reduced Rate (available to British fishing vessels and to British (and some foreign) ships *regularly* engaged on voyages not exceeding 1,000 miles to or from a port in the British Isles)

5p

RADIOTELEPHONE CALLS

The following charges are for calls via Radio Stations in the United Kingdom: charges for calls via foreign radio stations will normally be higher than those shown.

Minimum charge
($\frac{1}{3}$ minimum charge for each minute or part thereof in excess of 3 minutes)**To ships in****Zone A:** (Waters within the limits of 13°W-9°E and 45°N-63°N)

63p

Zone B: (All northern waters beyond the limits of Zone A and within the limits of 35°W-35°E and 35°N, and the whole of the Mediterranean Sea)

£1·80

Zone C: (All waters beyond those defined in Zones A and B)

£3·00

The whole new penny conversion table

For Giro, Savings, Postal and Money Orders, and Banking transactions

Old £sd	New £p	Old £sd	New £p	Old £sd	New £p	Old £sd	New £p	Old £sd	New £p	Old £sd	New £p	Old £sd	New £p	Old £sd	New £p				
1	0	2/-	10	4/-	20	6/-	30	8/-	40	10/-	50	12/-	60	14/-	70	16/-	80	18/-	90
2	1	2/1	10	4/1	20	6/1	30	8/1	40	10/1	50	12/1	60	14/1	70	16/1	80	18/1	90
3	1	2/2	11	4/2	21	6/2	31	8/2	41	10/2	51	12/2	61	14/2	71	16/2	81	18/2	91
4	2	2/3	11	4/3	21	6/3	31	8/3	41	10/3	51	12/3	61	14/3	71	16/3	81	18/3	91
5	2	2/4	12	4/4	22	6/4	32	8/4	42	10/4	52	12/4	62	14/4	72	16/4	82	18/4	92
		2/5	12	4/5	22	6/5	32	8/5	42	10/5	52	12/5	62	14/5	72	16/5	82	18/5	92
6	3	2/6	13	4/6	23	6/6	33	8/6	43	10/6	53	12/6	63	14/6	73	16/6	83	18/6	93
7	3	2/7	13	4/7	23	6/7	33	8/7	43	10/7	53	12/7	63	14/7	73	16/7	83	18/7	93
8	3	2/8	13	4/8	23	6/8	33	8/8	43	10/8	53	12/8	63	14/8	73	16/8	83	18/8	93
9	4	2/9	14	4/9	24	6/9	34	8/9	44	10/9	54	12/9	64	14/9	74	16/9	84	18/9	94
10	4	2/10	14	4/10	24	6/10	34	8/10	44	10/10	54	12/10	64	14/10	74	16/10	84	18/10	94
11	5	2/11	15	4/11	25	6/11	35	8/11	45	10/11	55	12/11	65	14/11	75	16/11	85	18/11	95
		3/-	15	5/-	25	7/-	35	9/-	45	11/-	55	13/-	65	15/-	75	17/-	85	19/-	95
1/1	5	3/1	15	5/1	25	7/1	35	9/1	45	11/1	55	13/1	65	15/1	75	17/1	85	19/1	95
1/2	6	3/2	16	5/2	26	7/2	36	9/2	46	11/2	56	13/2	66	15/2	76	17/2	86	19/2	96
1/3	6	3/3	16	5/3	26	7/3	36	9/3	46	11/3	56	13/3	66	15/3	76	17/3	86	19/3	96
1/4	7	3/4	17	5/4	27	7/4	37	9/4	47	11/4	57	13/4	67	15/4	77	17/4	87	19/4	97
1/5	7	3/5	17	5/5	27	7/5	37	9/5	47	11/5	57	13/5	67	15/5	77	17/5	87	19/5	97
		3/6	17	5/6	27	7/6	37	9/6	47	11/6	57	13/6	67	15/6	77	17/6	87	19/6	97
1/6	8	3/7	18	5/7	28	7/7	38	9/7	48	11/7	58	13/7	68	15/7	78	17/7	88	19/7	98
1/7	8	3/8	18	5/8	28	7/8	38	9/8	48	11/8	58	13/8	68	15/8	78	17/8	88	19/8	98
1/8	8	3/9	18	5/9	29	7/9	39	9/9	49	11/9	59	13/9	69	15/9	79	17/9	89	19/9	99
1/9	9	3/10	19	5/10	29	7/10	39	9/10	49	11/10	59	13/10	69	15/10	79	17/10	89	19/10	99
1/10	9	3/11	19	5/11	29	7/11	39	9/11	49	11/11	59	13/11	69	15/11	79	17/11	89	19/11	99
1/11	10		20		30		40		50		60		70		80		90		1-00