

AP Article ID:

Sender to  selected services

Extra Cover (Over \$100 up to \$5,000)

Amount required: \$  
Description of contents:

Registered Post Optional Services:

Delivery Confirmation

Person to Person

Additional fee is payable for each service.

# Lodgement Receipt

Please complete and lodge over the counter with your article

Used in conjunction with the following domestic service (PLEASE TICK ONE)

Registered Post  Express Post Platinum  Signature item prepared through Click and Send

Item addressed to:

Company name

For the attention of

PO Box number or street address

Suburb or town

State

State selection boxes



I have read and agree to the information on the reverse side of this receipt.

Sender's name

Sender's signature

Date

Enquiries: please call 13 13 18



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**DRAFT**

Domestic Registered Post, Express Post Platinum and signature services prepared through Click and Send are available to articles for delivery in Australia, Norfolk Island and Australian external territories<sup>†</sup> (eg Christmas Island).

This article is carried under the Australia Post Terms and Conditions (see [auspost.com.au](http://auspost.com.au) or ask at your local postal outlet).

**These terms and conditions include, but are not limited to:**

- Australia Post accepts no liability for indirect or consequential loss, whatsoever.
- It is prohibited to send currency (bank notes or coins) with a face value over \$200.
- Cover for loss or damage\* to a limit of

\$100, in addition to postage charges, is provided. **Extra Cover up to \$5,000 may be purchased.**

• Standard cover does not apply to:

- 1 bank notes
- 2 delay in delivery
- 3 inadequately wrapped/packed articles (sender's responsibility)
- 4 items prohibited in the mail, eg bullion
- 5 articles that contravene Commonwealth or State laws
- 6 loss or damage due to causes beyond Australia Post's control
- 7 precious or valuable stones, jewellery, or negotiable instruments not wrapped /packed according to special requirements

8 an indirect or consequential loss.

Where Extra Cover has not been purchased and the Domestic Registered Post service is being used, compensation only extends to the reimbursements of reasonable costs incurred, to a maximum of \$100, for the reconstruction of an exact duplicate or a lost or damaged non-negotiable instrument, eg passport, will, title, deed, etc.

**Claims:**

- 1 The Sender of the article (party retaining the Lodgement Receipt) has the sole right to claim which ceases upon delivery of the article. The addressee has sole right to claim after accepting delivery of the article.

- 2 This right to claim may be waived in writing in favour of another person.
- 3 A claim must be made within six months from the date of lodgement of the article.
- 4 To make a claim please complete a claim form. Call 13 13 18 or visit your local postal outlet to obtain this form.

\* *You must retain a postmarked copy of this Lodgement Receipt and Tax Invoice in order to claim in the event of total loss or damage.*

<sup>†</sup> *Sending items to Norfolk Island and Australian external territories is currently not available through Click and Send.*

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