

Bring Citymail packing instructions for unsorted consignment

All of Sweden

An *Unsorted consignment* may contain items to the whole of Sweden, without any requirement for separation or sorting. Items of address within Bring Citymail coverage area (see below) are distributed by Bring Citymail, while other items are distributed by PostNord.

The postcodes below applies from 2017-12-05.

Bring City Mail's delivery zones:

Postcodes

100 – 199

200 – 269

270 – 299 *(270, 271, 273, 276, 290, 291, 295 – 298)*

340 *(340 32, 340 37)*

341 *(341 18, 341 21 - 341 51, 341 60, 341 70, 341 80 - 341 85)*

342

400 – 449, 475

501 – 518 *(501, 503, 506, 507, 515, 518)*

553 – 599 *(553, 554, 561, 563 – 566, 574, 575, 582 – 587, 589, 591 - 597, 599)*

602 – 618 *(602, 603, 605, 614, 615, 617, 618)*

620 – 624

630 – 649

700 – 739

740 – 769

815 – 819 *(815, 819)*

821 *(821 00 – 821 81)*

941 – 977 *(941 – 946, 954, 955, 961, 971 – 977)*

Destination

Stockholm – STO

Malmoe – MLM

UTB South - UTS

UTB South - UTS

Malmoe – MLM

UTB South - UTS

Gothenburg – GBG

UTB West – UTV

UTB East - UTÖ

UTB East - UTÖ

Gotland – GOT

Malardalen – MLD

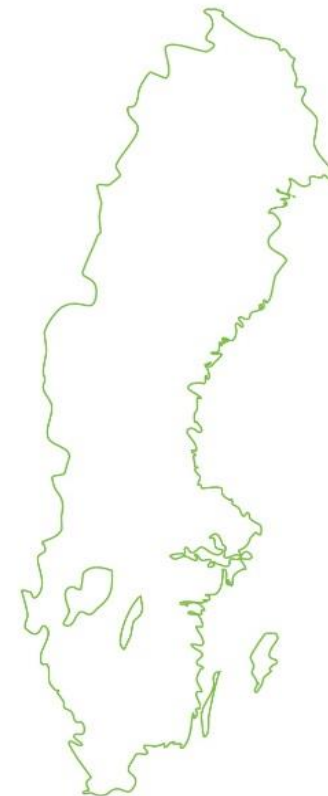
Orebro – ÖRE

Malardalen – MLD

UTB East - UTÖ

Malardalen – MLD

UTB East – UTÖ



Maximum format



Bring Citymail Sweden AB undertakes to only deliver correctly addressed postal items that is within our specified dimensions.

Standard: 30 x 250 x 450 mm.

Max: 80 x 250 x 450 mm.

There is a surcharge for mail items thicker than 30 mm.

By correctly addressed items we mean correct name, street address, postcode and city.

The weight deviations for unsorted consignment can be no more than 30 grams and all the items must have the same sender and similar appearance.

Postage and sender

B PP Sverige, Port Payé

B



B

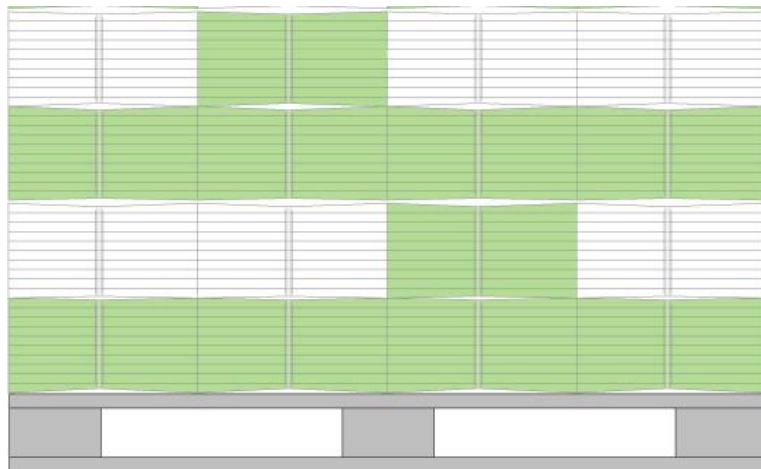
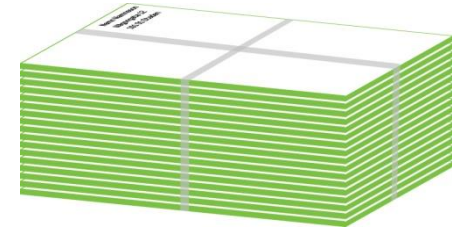


The postal items must be labelled with one of the following: Sweden Port Payé, Sweden Postage Paid, Customer Magazine, Members' Magazine, Market Journal, Periodicals or any other marking approved by Bring Citymail.

Bring Citymail undertakes to only distribute postal items on which the sender can be clearly read (name and address of sender). A Swedish return address must be specified. The above are not required if the item is Direct Mail Marketing (DMM).

Packing on pallets

- Bundles are packed directly on pallets to be held together by cable ties or plastic.
- The pallet with bundles may have a maximum height of 120 cm incl. pallet.
- The pallet must be labeled with the customer, freight senders and "Unsorted consignment".
- The pallet can not contain both sorted and unsorted consignments.



Maximum height
1,2 m

All goods must be
secured before
transporting!

Dispatch booking

- Dispatch booking is done at Bring Citymail's Partnerweb: <https://partner.citymail.se/>.
- Dispatches with:
 - Less than 5 000 postal items must be booked by 12 pm on the day of delivery
 - More than 5 000 postal items must be booked by 5 pm the weekday before delivery

**If you need login details to
Bring Citymail's Partnerweb**

Please e-mail:

produktionspecialist.syd@bringcitymail.com

Delivery notes

- Delivery notes are sent at Bring Citymail's Partnerweb: <https://partner.citymail.se/>.
- Delivery notes are sent electronically via the Partnerweb as soon as the goods leave the customer/post producer and are also attached to the goods.

**If you need login details to
Bring Citymail's Partnerweb**

Please e-mail:

produktionsspecialist.syd@bringcitymail.com

Delivery

The goods must reach Bring Citymail by 1 pm at the latest on the weekday before the delivery day.

Malmö

Bring Citymail, Malmö
Tegelvägen 4
SE-232 54 Åkarp

leverans.mlm@bringcitymail.com
Phone: +46 40-680 85 64
Fax: +46 40-680 85 51

Stockholm

Bring Citymail, Stockholm
Kumla gårdsväg 21
SE-145 63 Norsborg

leverans.sthlm@bringcitymail.com
Phone: +46 8-599 099 60
Fax: +46 8-599 099 69

Gothenburg

Bring Citymail, Gothenburg
Ågatan 38
SE-431 37 Mölndal

leverans.gbg@bringcitymail.com
Phone: +46 31-706 38 27
Fax: +46 31-706 38 02

Contacts at Bring Citymail

For questions relating to packing and booking of unsorted consignments, please contact:

Gothenburg/Malmoe

Phone: +46 70-789 78 12

Phone: +46 70-160 27 15

produktionsspecialist.syd@bringcitymail.com

Stockholm

Phone: +46 70-160 67 57

Phone: +46 70-160 23 15

produktionsspecialist.sthlm@bringcitymail.com

