

GETTING STARTED

- 1 Please indicate your standing order by entering the quantity required in the appropriate box and section.
- 2 Enter your name and address details.
- 3 Choose your delivery method: by issue, monthly or quarterly.
- 4 Fill in payment details.
- 5 Detach your completed order form and send via the contact details on the back of the form.

TERMS AND CONDITIONS

- 1 Australia Post will endeavour to supply all items listed on this form. However, there may be occasions when:
 - a) all or part of your order cannot be fulfilled immediately, or
 - b) all or part of your order cannot be fulfilled at all.Where part of an order cannot be fulfilled immediately, the part that can be supplied will be dispatched as soon as possible. Where part of your order cannot be fulfilled at all, you will be advised as soon as possible by mail.

Standing orders do not include the following products where they are released in limited production numbers, prestige or souvenir first day covers, joint issue first day covers, postal numismatic covers (PNCs), medallion covers, special releases. Limited-edition products may not be automatically issued as part of a standing order. This will be noted in the [Stamp Bulletin](#). It is recommended that you contact Mail Order to order these products separately.
- 2 Do not send cash (notes or coins) through the mail. Unfortunately, if cash goes astray no claims can be considered. Payment can be made by money order or credit card. Overseas clients may use a credit card. Orders cannot be sent on approval or 'cash on delivery'.
- 3 The withdrawal dates for all stamp issue products are announced in the *Stamp Bulletin* and online australiapostcollectables.com.au. Regrettably, we cannot provide products ordered after the withdrawal date.
- 4 Postage and handling by issue or monthly is \$3.00 for Australian customers, \$4.00 for overseas customers. Allow 28 days after the issue date for delivery. Quarterly delivery is free.
- 5 Australia Post will endeavour to fulfil all orders placed as soon as possible. However, regardless of when an order is received, no stamp issues will be despatched prior to the actual issue date.
- 6 If you wish to change your delivery preference or any other option regarding your standing order account please advise us by telephone or in writing.
- 7 Please note that acceptance of your order implies that we will fulfil your order. The following situations are exceptions:
 - a) if incorrect payment details, including credit card details, are supplied;
 - b) where correct credit card details are supplied but funds are not approved.In the event that you supply incorrect payment and delivery details, Australia Post will take all reasonable steps to contact you using the personal details that you have provided. In the event that your supplied contact details are incorrect, Australia Post cannot be held responsible for not fulfilling your order, nor for being unable to advise you that this is the case. Additional postage charges may apply if additional mail outs are required.
- 8 We strive to deliver items of the highest quality. If you receive an item in damaged condition or you are not satisfied with the item supplied, you may return it to the Philatelic Mail Order Bureau at the address overleaf within 60 days of the invoice date to obtain a full refund or an exchange. Refunds are not given for partial returns of items.
- 9 For more information and terms and conditions on overseas extra cover visit auspost.com.au/sending/send-overseas/features-extras-international.



Philatelic

Standing order

CONTACT DETAILS

Philatelic Mail Order Bureau Reply
Paid 4000
FERNTREE GULLY VIC 3156

EMAIL: mailorder@auspost.com.au
PHONE: 1800 331 794

OVERSEAS CUSTOMERS

Philatelic Mail Order Bureau
PO Box 4000
FERNTREE GULLY VIC 3156 AUSTRALIA

EMAIL: mailorder@auspost.com.au
PHONE: +61 3 9887 0033

AUSTRALIAN ISSUES – GUMMED	REF	MINT	CTO
SINGLE SET OF STAMPS	067		
PAIR	672		
BLOCK (4)	674		
BLANK PICTORIAL COVER	005		N/A
FIRST DAY COVER (stamps)	002		
FIRST DAY COVER (minisheet)	013		
STAMP PACK	126		N/A
SHEETLET PACK	130		N/A
SHEETLET OF 10	201		
MINISHEET (miniature sheet)	142		
MAXICARD/S (maximum card/s)	220	N/A	
GUTTER STRIP OF 10 (SET)	240		
GUTTER STRIP OF 10 w/ design-text in gutter	246		

AUSTRALIAN ISSUES – SELF-ADHESIVE	REF	MINT	CTO
STRIP OF SELF-ADHESIVE STAMPS	200		
FIRST DAY COVER (self-adhesive)	003		
SHEETLET OF 5	122		
BOOKLET OF 10 OR 20	182		
ROLLS OF 100	209		N/A

OTHER STAMP ISSUE RELATED PRODUCTS	REF	MINT	CTO
COLLECTION	184		N/A
POSTCARDS	212		N/A
POSTAL NUMISMATIC COVER	008	N/A	
STAMP AND MEDALLION COVER	300	N/A	
PRESTIGE FIRST DAY COVER	350	N/A	

POSTAL STATIONERY	REF	MINT	CTO
PRE-STAMPED ENVELOPES (PSE)	134		
POSTAGE-PAID ENVELOPES (PPE & IPPE)	226		
AEROGRAMMES	155		

ANNUAL COLLECTIONS	REF	MINT	CTO
ANNUAL COLLECTION OF AUSTRALIAN STAMPS	171		N/A
ANNUAL COLLECTION OF AUSTRALIAN STAMPS (executive)	214		N/A
ANNUAL COLLECTION OF AUSTRALIAN TERRITORIES STAMPS	194		N/A

NON STAMP ISSUE PRODUCTS	REF	MINT	CTO
POSTAL NUMISMATIC COVER	008	N/A	
STAMP SHOW MINISHEET	229		

REPRINTS		MINT	CTO
STAMPS (GUMMED)	067		
STRIP OF SELF-ADHESIVE STAMPS	191		
BOOKLETS	190		
ROLL OF STAMPS 100	192		N/A

AUSTRALIAN TERRITORIES ISSUES										
	REF	AUSTRALIAN ANTARCTIC TERRITORIES		CHRISTMAS ISLAND		COCOS (KEELING) ISLAND		NORFOLK ISLAND		
		MINT	CTO	MINT	CTO	MINT	CTO	MINT	CTO	
SINGLE SET OF STAMPS	067									
PAIR	672									
BLOCK (4)	674									
MINISHEET (miniature sheet)	142									
BLANK PICTORIAL COVER	005									
FIRST DAY COVER (stamps)	002									
FIRST DAY COVER (minisheet)	013									
STAMP PACK	126		N/A		N/A	N/A	N/A	N/A	N/A	N/A
ZODIAC SHEETLET	098	N/A	N/A			N/A	N/A	N/A	N/A	N/A
MAXICARD/S (maximum card/s)	220	N/A		N/A	N/A	N/A	N/A	N/A	N/A	N/A
GUTTER STRIP OF 10 (SET)	240									
GUTTER STRIP OF 10 w/ design-text in gutter	246									
POSTAL NUMISMATIC COVER	008	N/A		N/A		N/A	N/A	N/A	N/A	N/A
POSTCARDS	212	N/A	N/A		N/A		N/A		N/A	N/A

SPECIAL INSTRUCTIONS/OTHER PRODUCTS

NAME AND ADDRESS DETAILS (PLEASE USE CAPITALS)			
NAME			
ADDRESS			
EMAIL			
CITY		STATE	
POSTCODE		COUNTRY	
PHONE NO:			

POSTAGE AND HANDLING			
	AUSTRALIAN CUSTOMERS	OVERSEAS CUSTOMERS	
BY ISSUE	\$3.00 <input type="checkbox"/>	\$4.00	<input type="checkbox"/>
MONTHLY	\$3.00 <input type="checkbox"/>	\$4.00	<input type="checkbox"/>
QUARTERLY	FREE <input type="checkbox"/>	FREE	<input type="checkbox"/>
SIGNATURE ON DELIVERY: \$2.95 <input type="checkbox"/>		INTERNATIONAL EXTRA COVER <input type="checkbox"/>	
		More information available auspost.com.au	

PAYMENT DETAILS			
MONEY ORDER	MASTERCARD	VISA	AMEX
CREDIT CARD NUMBER			
CREDIT CARD EXPIRY DATE			
/			
CARDHOLDER'S NAME			
CARDHOLDER'S SIGNATURE			

PRIVACY NOTICE
Australia Post collects your personal information in order to record, administer and process your order and account. Your information may be shared with certain third parties contracted to assist in the administration of these services. Without this information, we would be unable to provide you with this service. Your personal information is handled in accordance with the Australia Post Group Privacy Statement which outlines how to access and/or correct your personal information or make a privacy related complaint. For more information please visit www.auspost.com.au/privacy .
<input type="radio"/> I agree to receive information about offers, products and services from Australia Post.
For any queries, or to place your order by telephone, please call the Philatelic Mail Order Bureau on (Freecall) 1800 331 794 or +61 3 9887 0033 (overseas customers).