

Packing list for items sorted in bundles

Items of small and large format

The packing list applies per handing-in/order and includes mailings sorted in 2- and 4 digit bundles in the postal code.

When pre-sorted bundles by 4-digits make up more than half a pallet or 300 kilos to one terminal, the bundles must be packed to the significant terminal.

2- and 4-digits bundles and mixed bundles to Bodø (postal code 8000-8999 and 9400-9499) must always be packed separate

2- and 4-digits bundles and mixed bundles to Tromsø (postal code 9000-9399 and 9500-9999) must always be packed separate

Distribution of bundles – when 4-digits bundles are not packed to postal code area:

1. 2-digits bundles 0000-3999 must be packed separately
2. 2- digits bundles 4000-7999 and mixed bundles (0-9) must be packed separately
3. 2- and 4-digits bundles and mixed bundles to Bodø must be packed separately
4. 2- and 4-digits bundles and mixed bundles to Tromsø must be packed separately
5. 4-digits bundles to other postal code areas, and bundles to abroad must be packed on the same pallet

Distribution of bundles – when 4-digits bundles are packed to postal code areas:

4-digits bundles which make up more than half a pallet or 300 kilos to a given postal code area (terminal), must be packed to the correct postal code area according to the sorting list.

1. 2-digits bundles 0000-3999 must be packed separately
2. 2- digits bundles 4000-7999 and mixed bundles (0-9) must be packed separately
3. 2- and 4-digits bundles and mixed bundles to Bodø must be packed separately
4. 2- and 4-digits bundles and mixed bundles to Tromsø must be packed separately
- 5.
6. 4-digits bundles that make up less than half a pallet or 300 kilos per terminal and mixed bundles to abroad must packed on the same pallet

Considering Posten Norges machine processing marking and addressing of bundles must be in accordance to conditions for packing and marking of bundles

In addition, conditions for Mail items with identical format applies

Bundles pre-sorted by 2- and 4-digits of the postal code (Excluding 4-digits bundles made up directly to the postal code area)

The bundles must be partitioned by postal code areas directly to the postal code areas according to the table below. The pallets must be labelled according to the information given in the column "postal code area" and "address to terminal"

Handing-in point	Postal code area	Address to sorting centre
ØSTLANDS-TERMINALEN (Oslo Letter centre)	2-digits: 0000- 3999	0020 Oslo
	2-digits: 4000-7999 and mixed bundles 0000-7999	0020 Oslo
	2- and 4-digits and mixed bundles: 8000 – 8999, 9400 – 9499	0020 Oslo
	2- and 4-digits and mixed bundles: 9000 – 9399, 9500 – 9999	0020 Oslo
	4-digits: 0000 – 7999 and Abroad/International	0020 Oslo
STOKKE	2-digits: 0000-3999	0020 Oslo
	2-digits: 4000-7999 and mixed bundles 000-7999	0020 Oslo
	2- and 4-digits and mixed bundles: 8000 – 8999, 9400 – 9499	0020 Oslo
	2- and 4-digits and mixed bundles : 9000 – 9399, 9500 – 9999	0020 Oslo
	4 digits: 0000 – 7999 and Abroad/International	0020 Oslo
STAVANGER	2-digits: 0000-3999	0020 Oslo
	2-digits: 4000-7999 and mixed bundles 000-7999	0020 Oslo
	2- and 4-digits and mixed bundles: 8000 – 8999, 9400 – 9499	0020 Oslo
	2- and 4-digits and mixed bundles : 9000 – 9399, 9500 – 9999	0020 Oslo
BERGEN	2-digits: 0000-3999	0020 Oslo
	2-digits: 4000-7999 and mixed bundles 000-7999	0020 Oslo
	2- and 4-digits and mixed bundles: 8000 – 8999, 9400 – 9499	0020 Oslo
	2- and 4-digits and mixed bundles : 9000 – 9399, 9500 – 9999	0020 Oslo
MOLDE	2-digits: 0000-3999	0020 Oslo
	2-digits: 4000-7999 and mixed bundles 000-7999	0020 Oslo
	2- and 4-digits and mixed bundles: 8000 – 8999, 9400 – 9499	0020 Oslo
	2- and 4-digits and mixed bundles : 9000 – 9399, 9500 – 9999	0020 Oslo
TRONDHEIM	2-digits: 0000-3999	0020 Oslo
	2-digits: 4000-7999 and mixed bundles 000-7999	0020 Oslo
	2- and 4-digits and mixed bundles: 8000 – 8999, 9400 – 9499	0020 Oslo
	2- and 4-digits and mixed bundles : 9000 – 9399, 9500 – 9999	0020 Oslo
BODØ	2-digits: 0000 - 3999	8000 Bodø
	2-digits: 4000 – 7999 and mixed bundles 0000-7999	
	2- and 4-digits and mixed bundles: 8000 – 8999, 9400 - 9499	8000 Bodø
	2- and 4-digits and mixed bundles: 9000 – 9399, 9500 – 9999	
	4-digits: 0000 – 7999 and abroad/international bundles	
TROMSØ	2-digits: 0000 – 3999	9000 Tromsø
	2-digits: 4000 – 7999 and mixed bundles 0000 - 7999	
	2- and 4-digits and mixed bundles: 8000 – 8999, 9400 – 9499	9000 Tromsø
	2- and 4-digits and mixed bundles: 9000 – 9399, 9500 - 9999	
	4-digits: 0000 – 7999 abroad/International bundles	

Pre-sorted 4-digits bundles made up directly to the postal code area

When pre-sorted bundles by all 4-digits makes up more than half a pallet or 300 kg to a postal code area the bundles must be partitioned as the table shows.

The pallet must be marked according to the information given in the column "**postal code area**" and "**address to terminal**"

Pallet labels can be given on request, please contact Bring Customer Service.

Postal code area	Address to sorting centres
4-digits: 0000 – 1499	0020 Oslo
4-digits: 1500 – 3099, 3300 – 3699	0020 Oslo
4-digits: 3100 – 3299, 3700 – 3999, 4500 – 4999	0020 Oslo
4-digits: 4000 – 4499, 5500 – 5599	0020 Oslo
4-digits: 5000 – 5299, 5800 – 5899	0020 Oslo
4-digits: 5300 – 5499, 5600 – 5799, 5900 – 5999, 6800 – 6999	0020 Oslo
4-digits: 6000 – 6799	0020 Oslo
4-digits: 7000 – 7999	0020 Oslo
2-and 4-digits and mixed bundles: 8000 – 8999, 9400 – 9499	8000 Bodø
2-and 4-digits and mixed bundles : 9000 – 9399, 9500 – 9999	9000 Tromsø