

Greeting Cards

Employees at privileged missions are entitled to exchange Christmas cards and greeting cards with correspondents in Canada using departmental facilities.

High Commission, London, England

The facilities of our High Commission in the United Kingdom may be used in lieu of P.O. Box 500 for personal mail (NO PARCELS) where it is more practical, for example, for correspondence to and from addresses in Europe.

ADDRESS: YOUR FULL NAME
c/o Mail Section (mission acronym)
Canadian High Commission
1 Grosvenor Square
LONDON, W1X 0AB
ENGLAND

Postage For Personal Mail Received From Privileged Missions Only

SBG will affix appropriate Canadian postage on all regular correspondence from privileged missions for onward transmission. The mail section at the High Commission in London provides the same service when transmission from London is required.

Registered Mail

When transmission from Ottawa by registered mail is requested, a note signed by the administrative office at the Mission must accompany the envelope explaining the need for registration. Such requests should be the exception rather than the rule.

3. Parcel-Privileged Missions

Employees at certain missions (see Figure 2) are granted the same privileges as privileged missions, plus the additional entitlement of receiving personal parcels from Canada. The rationale for this practice is that many essential day-to-day items are not available locally and postal services are unreliable.

A single employee, a common-law couple, a married couple where one or both are employees, regardless of your family size you are entitled to one annual allotment of 55 kg per full calendar year (January-December).

Prerequisites For Parcel Privileges

First, SERV must be given names, complete postal addresses and telephone numbers of up to four sources in Canada prior to each posting. Form EXT 637 is used for this purpose and can be obtained from SERV. All nominees chosen will then be provided with complete instructions.

Secondly, the covers of all parcels must list the contents and the return address of the sender. The combined dimensions of parcels may be no greater than 140 cm with no one dimension being greater than 60 cm.

Thirdly, parcels from unauthorized or unidentified sources, or which are suspected to contain prohibited items, will be examined by SBG and may be returned to sender.