



Form to send PACKAGE, REK, EXPRESS

Read, fill out and cross the alternative directly on the form.

Print out and fasten to the package with a piece of tape.

Please note that PHONE NUMBER or E-MAIL ADDRESS is required in order to send this package, rek or express.

The form must be filled in digitally.

Max 2 kg	Over 2 kg	Max weight
<input type="checkbox"/> REGISTERED letter	<input type="checkbox"/> DPD-package, Sweden and other countries within EU (Only a business address, not a private address)	30 kg
<input type="checkbox"/> REGISTERED letter/Out Valuation EU	<input type="checkbox"/> DPD-package outside EU, companies (International Parcel/UK Brexit) Link to proforma invoice	
<input type="checkbox"/> EXPRESS, Swedish phone number	<input type="checkbox"/> MyPack Collect, Sweden, Nordic Countries and the rest of the world, to box addresses and private persons	
Delivery times: Link to Postnord	<input type="checkbox"/> Postpaket, rest of the world, private persons International Parcel	20 kg
	<input type="checkbox"/> PallEtt, domestic	1000 kg
	<input type="checkbox"/> PallEtt, within EU	500 kg

Recipient's phone number & e-mail is required for all services except Registered letter.

Always attach Proforma Invoice when sending packages to countries outside EU [Link to proforma invoice](#)

Sender	
School/Institution/department	Date
Name	Telephone

Recipient	
Company	
Reference	
Telephone	E-mail address
Street address	
Postal code	City
Country	Valuation
Contents	
For questions contact: KTH-POST, Drottning Kristinas Väg 46, Tel: 790 88 11, kthposten@kth.se	