



Eligible participant application

Postal Concessions for the Blind (PCB) program

About the PCB program

The Postal Concessions for the Blind program helps people who are blind or have a vision impairment send and receive approved items through Australia Post at no cost or at a reduced rate. Eligible individuals and organisations can send approved materials:

- free within Australia and via international surface mail
- at a discounted rate through international airmail.

This service is provided under paragraph 44 of the Australia Post Terms and Conditions, made under paragraph 32(1)(b) of the *Australian Postal Corporation Act 1989* (Cth).

The Department of Health, Disability and Ageing (DHDA) reimburses Australia Post for postage costs under this program.

Eligible participant criteria

To receive PCB concession rates, either the sender or the receiver must be an eligible participant.

An eligible participant is:

- an individual who is blind or vision impaired, and only sends/receives eligible items as per Australia Post requirements
- an organisation whose main purpose is to support people who are blind or vision impaired, and only sends/receives eligible items as per Australia Post requirements
- not an Australian Government agency or organisation.

Note: You do not need to register as an eligible participant to use the PCB program for occasional, one-off mailings if you are:

- sending an eligible item to a blind or vision-impaired person
- sending an eligible item to an eligible organisation that supports people who are blind or vision impaired.

Eligible items

The following items can be sent under the PCB program:

- Braille postal articles
- Moon postal articles

- Postal articles containing:
 - aids for teaching braille or supporting people with a vision impairment
 - devices or software for accessing literature or creating tactile information, designed specifically for blind or vision impaired users
 - special media for embossing or typing tactile writing
 - any form of speech recordings or devices that use speech or sound designed for blind or vision impaired people
 - large print items.

Australia Post guides

Australia Post provides detailed guidelines for postal services, including for articles for the blind. These are available at post offices or online at:

auspost.com.au/sending/guidelines/mail-for-the-blind

Terms and conditions

All items must meet the Australia Post requirements for articles for the blind as outlined in the [Australia Post mail for the vision impaired](#).

If a letter or parcel contains any non-eligible items, the entire article becomes ineligible for the concession rate.

How to lodge your application

Email:

pcb@health.gov.au

Post:

Postal Concessions for the Blind Program
Department of Health, Disability and Ageing
GPO Box 9848
Canberra ACT 2601

PCB sub-account number

If your application is approved, your organisation will receive:

- a PCB sub-account number
- a contract mailing statement.

You must quote the PCB sub-account number when lodging items at the nominated lodgement centre or post office. Australia Post will use this number to invoice DHDA for services provided.

Non-compliance with the PCB program

Australia Post may inspect letters and parcels sent under the PCB program to ensure they meet the requirements of the program.

If your organisation sends items that are not eligible, standard postal charges will apply and must be paid at the time of posting.

Application form

Does your organisation cater for the needs of people who are blind or vision impaired?

Yes No

Legal name of your organisation:

Trading name of your organisation:

Email address:

ABN (if applicable):

Physical address (not PO Box):

Postal address:

Brief description of how your organisation serves the needs of the blind or vision impaired:

What types of items will you be posting under the PCB program?

What is the name and physical address of the lodgement centre or post office your organisation proposes to use under the PCB program?

Best contact representatives for your organisation (name, position, email address, phone number)

Declaration

On behalf of _____ I understand, accept and agree to the terms and conditions for mailing articles under the Postal Concessions for the Blind (PCB) program as set out in the application form and the Australia Post guides. I agree my organisation will use the sub-account number and contract mailing statement when posting eligible items under the PCB program.

Signature:

Full name:

Phone:

Position in organisation:

Date: