

## Send and receive your documents by courier

You can submit your document(s) along with your [supporting documentation](#) (PDF, 103 kb) from anywhere in Greece by courier:

British Council  
17 Kolonaki Square  
106 73 Athens

## ACS Courier special rates

We have secured special courier rates, offered exclusively to our customers, for sending your document(s) by ACS Courier – see the downloadable list of fees [on our website](#).

You can make use of the special rates by following the steps below:

1. Call ACS Courier on 801 500 1111 or 210 819 0000 to arrange for the pick-up of your document(s) at your convenience. For a full list of ACS branches, visit [www.acscourier.net/en/myacs/my-tools/acs-points-locator](http://www.acscourier.net/en/myacs/my-tools/acs-points-locator).
2. Inform the ACS Courier agent who collects your document(s) that **the British Council will pay the courier fee.**\*
3. We will contact you to confirm the overall fee before proceeding to verification/translation.
4. ACS Courier will deliver the verified/translated document(s) to you.\*\*

*\* The cost of the courier service is borne by the customer and is additional to the translation/verification fee. However, it is important that you inform the ACS Courier agent that the British Council will pay for the courier service so that you can make use of the special courier rates offered exclusively to our customers.*

*\*\* The British Council does not bear any responsibility for any delays related to any courier company.*

## Use of another courier company

If you wish, you can make use of another courier company to send and receive your document(s) by making all the necessary arrangements directly with them. In this case, please note that:

- the courier fee is borne by the customer and must be paid directly to the courier company\*
- you must pay the translation/verification fees by bank payment.

*\* The British Council does not bear any responsibility for any delays related to any courier company.*