Using the Messenger Post Couriers website is easy. You’ll find instructions below to take you through the simple procedure to book your couriers on-line and track their progress.

Launch your web browser and type http://www.messengerpost.com.au into your browser URL address line.

Once the Homepage is loaded, select the city in which you are located (from the list that appears to the right). We recommend not book marking this page, but the next one instead.

You’re now logged in. The Welcome screen will appear. You can manage your account and check delivery status from here.

- To book a courier, select Add job. You can also Query Jobs if you have a pending courier booking (or multiple bookings). The EnterJob Details screen will appear next…

The Log In screen appears next. We recommend you ‘bookmark/add to favourites’ this page for faster future reference. You’ll need to have your password handy to log in. Type in your account name, followed by your password, then click Submit.

The Enter Job Details page loads. Fill in all the fields – they contain mandatory information we require to process your job.

- If your item is not ready now, you can set a future time in Ready Time for your booking.
- Enter the total weight of the job and we’ll assign the best vehicle to handle it.
- An address book is provided that will speed up your entry of commonly used addresses.
- The address book is accessible through either of the grey Pickup Details or Delivery Details buttons, as indicated over the page.
- You can receive delivery notification by email or SMS. Just check the box and enter your email address/mobile phone number in the space provided and we will notify you when your item has been delivered.
Address Book

Under the Addresses tab, you’ll find stored address details – saved directly from the information you entered in the Enter Job Details page, so there’s no need to enter addresses manually in the Address Book listing. However, address details can still be edited by clicking on the Edit button (to the left of the screen) and changing details as required. This makes booking a Messenger Post Courier fast, easy and as accurate as possible.

Query (Job List View)

Check on jobs through the Query Jobs tab, and you can see all your pending, completed and work in progress bookings. Pending jobs can still be modified (if set enough in advance) by contacting Messenger Post Customer Service on 13 13 20.

Query (Job Detail View)

When you query an individual job from the list screen, all details on that particular job can be checked on one screen. The Query Job page is also displayed after clicking the Book Job button which confirms the booking, displays the booking number and job price. By clicking the Label button you can download a consignment label in PDF format for printing and affixing to your item.

Call Messenger Post Couriers on 13 13 20 for assistance with specialised courier requirements.