

No. 2224

**ALBANIA, GERMANY, SAUDI ARABIA,
ARGENTINA, AUSTRIA, etc.
(UNIVERSAL POSTAL UNION)**

Agreement concerning transfers to and from postal cheque accounts and supplement dealing with the negotiation through postal cheque accounts of securities made payable at postal cheque offices (with detailed regulations). Signed at Brussels, on 11 July 1952

Official text : French.

Registered by Belgium on 14 July 1953.

**ALBANIE, ALLEMAGNE, ARABIE SAOUDITE,
ARGENTINE, AUTRICHE, etc.
(UNION POSTALE UNIVERSELLE)**

Arrangement concernant les virements postaux et supplément visant le règlement par virement postal des valeurs domiciliées dans les bureaux de chèques postaux (avec règlement d'exécution). Signé à Bruxelles, le 11 juillet 1952

Texte officiel français.

Enregistré par la Belgique le 14 juillet 1953.

UNIVERSAL POSTAL UNION
ACTS OF THE CONGRESS OF BRUSSELS, 1952

[TRANSLATION—TRADUCTION]

V

No. 2224. AGREEMENT¹ CONCERNING TRANSFERS TO AND FROM POSTAL CHEQUE ACCOUNTS AND SUPPLEMENT DEALING WITH THE NEGOTIATION THROUGH POSTAL CHEQUE ACCOUNTS OF SECURITIES MADE PAYABLE AT POSTAL CHEQUE OFFICES. SIGNED AT BRUSSELS, ON 11 JULY 1952.

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¹ Came into force on 1 July 1953, in accordance with article 28. Instruments of ratification deposited with the Government of Belgium:

Sweden	29 November 1952	Norway	12 March 1953
Denmark	20 February 1953	Laos	17 April 1953
Belgium*	12 March 1953	Switzerland	16 May 1953

* Not applicable to the territories of Belgian Congo and Ruanda-Urundi.

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**AGREEMENT CONCERNING TRANSFERS TO AND FROM
POSTAL CHEQUE ACCOUNTS AND SUPPLEMENT
DEALING WITH THE NEGOTIATION THROUGH
POSTAL CHEQUE ACCOUNTS OF SECURITIES MADE
PAYABLE AT POSTAL CHEQUE OFFICES**

CONCLUDED BETWEEN

THE PEOPLE'S REPUBLIC OF ALBANIA, GERMANY, THE KINGDOM OF SAUDI ARABIA, THE ARGENTINE REPUBLIC, AUSTRIA, BELGIUM, BOLIVIA, THE REPUBLIC OF COLOMBIA, KOREA, THE REPUBLIC OF CUBA, DENMARK, THE DOMINICAN REPUBLIC, SPAIN, THE WHOLE OF THE SPANISH COLONIES, FINLAND, FRANCE, ALGERIA, GREECE, THE REPUBLIC OF HAITI, THE REPUBLIC OF HONDURAS, THE REPUBLIC OF INDONESIA, ITALY, JAPAN, LAOS, LEBANON, LUXEMBOURG, MOROCCO (EXCEPT THE SPANISH ZONE), NICARAGUA, NORWAY, PARAGUAY, THE NETHERLANDS, THE PORTUGUESE TERRITORIES IN WEST AFRICA, THE PORTUGUESE TERRITORIES IN EAST AFRICA, ASIA AND OCEANIA, THE ROMANIAN PEOPLE'S REPUBLIC, THE REPUBLIC OF SAN MARINO, SWEDEN, THE SWISS CONFEDERATION, TUNISIA, TURKEY, THE EASTERN REPUBLIC OF URUGUAY, THE STATE OF THE CITY OF THE VATICAN, THE UNITED STATES OF VENEZUELA, YEMEN, THE FEDERAL PEOPLE'S REPUBLIC OF YUGOSLAVIA.

Having regard to article 20 of the Universal Postal Convention concluded at Brussels on 11 July 1952,¹ the undersigned Plenipotentiaries of the Governments of the above-named countries have, by common consent and subject to ratification, drawn up the following Agreement :

CHAPTER I

Preliminary clauses

Article 1

Conditions for the exchange of transfers

The exchange of transfers to and from postal cheque accounts between those of the contracting countries whose Administrations agree to establish this service is governed by the provisions of the present Agreement.

¹ United Nations, *Treaty Series*, Vol. 169.

Article 2

Subject of the Agreement

Any holder of a postal cheque account in any one of the countries which have agreed to exchange transfers may order transfers to be made from his account to a postal cheque account kept in another of those countries.

CHAPTER II

Conditions for the acceptance and execution of transfer orders

Article 3

Indication of the amount of transfers. Rate of conversion

1. In the absence of other arrangements, the amount of the transfer must be indicated in the currency of the country of destination.
2. Nevertheless, any Administration may allow the said amount to be indicated by the account-holder in the currency of the country of origin.
3. The Administration of the latter country itself determines the rate of conversion of its own currency into that of the country of destination.
4. After notifying the corresponding Administration, the Administration of the country of destination may, upon the entry of the transfer to the credit of the payee and where its domestic legislation so requires, disregard fractions of a monetary unit or round off the amount to the nearest monetary unit or tenth part thereof, as the case may be.

Article 4

Maximum amount

Every Administration is entitled to limit the maximum amount of the transfers that a holder may require either in a single day or during a specified period.

Article 5

Charges

1. The charge for a transfer must not exceed 1 ‰ of the amount transferred, each Administration having the right to round off fractional amounts, if necessary, to meet the requirements of its service. A minimum amount may be fixed for this charge, but such minimum must not exceed 20 centimes.
2. The charge for the entry of a transfer to the credit of a postal cheque account must not be higher than the charge that would be levied in respect of the same operation in the internal service.

Article 6

Exemption from charges and postage

1. Official transfers relating to the service which are exchanged between the Administrations or between offices of the Administrations are free of all charges.

2. The same rule applies, as regards exemption from postage, to packets containing statements of account sent by postal cheque offices to their account-holders residing in any country of the Union. Such packets must bear the name of the despatching postal cheque office and must be marked "*Service des Postes*" ("Postal service").

Article 7

Advice of transfers

1. The account-holder or the postal cheque office where the debtor account is kept must attach an advice to every ordinary transfer order.

2. The back of this advice may be used for private communications to the payees. Each Administration has the right to collect a charge in respect of such communications from the holder of the debtor account, provided that a similar charge is made in its internal service.

3. Transfer advices relating to ordinary transfers are sent to the payees free of charge.

Article 8

Advice of the entry of a transfer to the credit of the payee

1. In relations between Administrations which have reached an agreement on this subject, the sender of a postal or telegraph transfer may, at the time when he deposits the cheque, request that he be advised of the entry of the transfer to the credit of the payee. Such advice is sent to him by post.

2. Each Administration is entitled to collect, in respect of such advice, a fixed fee not exceeding 30 centimes, by a corresponding debit to the drawer's account.

3. When a request for an advice of entry is made after the transfer order, it is treated as an enquiry and is subject to the provisions of article 13 of the Agreement and article 66 of the Convention.

Article 9

Telegraph transfers

1. In relations between Administrations which have reached an agreement on this subject, transfers may be effected by telegram or by wireless telegram. In such cases they are described as telegraph transfers.

2. In the absence of other arrangements, telegraph transfers may, in the same way as other private telegrams and under the same conditions, be subjected to

the same formalities in their treatment or transmission as are prescribed in the service regulations attached to the International Telecommunication Convention in force, in so far as such formalities are applicable to the telegraph transfers.

3. Independently of the charge for the telegram, telegraph transfers are subject to the charge for transfers laid down in article 5, and, in addition, to a fixed charge not exceeding one franc. They cannot be subjected to any telegraph charges other than those prescribed by the International Telegraph Regulations.

4. The sender of a telegraph transfer may add to the text a private communication for the payee, provided that he pay the charge according to the tariff. This charge takes the place of, and precludes the application of, any charges authorized under article 7, § 2, of the Agreement.

5. In respect of every telegraph transfer, the cheque office of destination prepares an advice of arrival, and forwards the same to the payee free of charge.

Article 10

Exchange of lists of transfers

1. Administrations notify transfers to each other by means of lists once every working day ; or they may arrange to group in the same list the total transfers for several days. The transfer advices to be sent to the holders of the accounts to be credited are attached to the lists.

2. In the absence of other arrangements, the amount of the transfers is stated in the lists of transfers and on the transfer advices in the currency of the country of destination.

3. Telegraph transfers are notified by means of separate daily lists. No transfer advices are attached to these lists.

Article 11

Offices of exchange

Administrations reciprocally notify to each other the names of the cheque offices which they have designated for the exchange of lists of transfers.

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Cancellation. Claims

Article 12

Cancellation of transfer orders

1. Transfer orders may be cancelled by the holder of the debtor account so long as the credit entry has not been made in the account of the payee. Requests for

cancellation must be addressed by the account-holder to the Administration to which he has given the order for transfer.

2. The provisions of article 57 of the Convention apply to such requests.

Article 13

Enquiries and requests for information

1. Enquiries and requests for information concerning the carrying out of a transfer order must be addressed by the holder of the debtor account to the Administration to which he gave the order for transfer, unless he has authorized the beneficiary to settle with the Administration with which the latter has his account.

2. The provisions of article 66 of the Convention apply to enquiries and requests for information concerning transfer orders.

CHAPTER IV

Responsibility

Article 14

Extent of responsibility

1. Administrations are responsible for errors committed by the services of their countries in entering transfers to the credit of postal cheque accounts, and also for wrong information furnished by them on the lists of transfers or on telegraph transfers which they forward to other Administrations.

2. Responsibility is limited to the refund of the sum entered to the debit of the account-holder.

3. Administrations are in no way held responsible for delay in the transmission or execution of transfer orders.

Article 15

Exceptions to the principle of responsibility

Administrations are relieved of all responsibility :

- (a) when they cannot account for transfers owing to the destruction of official records through a cause beyond control, provided that proof of their responsibility has not been otherwise established ;
- (b) when the holder of the debtor account has made no enquiry within the period of one year prescribed in article 66, § 1, of the Convention.

Article 16

Determination of responsibility

1. The Administration responsible is that in whose service the error was committed. When the error is attributable to both Administrations, or when it cannot be determined which of them is responsible, they contribute to the refund in equal shares.

2. The provisions of article 28, §§ 2 and 3, of the Agreement concerning postal money orders¹ likewise apply to telegraph transfers.

Article 17

Refund of money due to claimants

1. The Administration with which a claim has been lodged is liable for the refund of the amount due to the claimant, subject to the exercise of its right to make a claim against the Administration responsible.

2. The refund is made as soon as the responsibility of the service has been established.

3. If an Administration is presumed to be responsible and, after a demand in due form, has not replied within a period of six months, it is deemed to have tacitly recognized its responsibility.

Article 18

Refund to the Administration to which money is due

The Administration which is responsible is bound to settle with the Administration which has made the refund within three months from the date of despatch of the notice of refund. The debtor Administration is liable for interest at the rate of 5 per cent per annum from the date of expiry of the said period.

CHAPTER V

Accounting

Article 19

Allocation of charges

Each Administration retains the whole of the charges which it has collected.

Article 20

Statement of sums transferred. Fixing of balances and interest

1. The Administrations prepare, for each contracting country and for each working day on which transfers have been exchanged, an account summarizing

¹ United Nations, *Treaty Series*, Vol. 170, p. 269.

the totals of the lists of transfers sent in either direction on the day in question.

2. The settlement of these accounts is based on the principle of reciprocal adjustment. To this end, the amount of the smaller credit is converted into the currency of the country having the larger credit, calculated according to the arithmetical mean of the rates of exchange, as quoted officially on the stock exchanges or by the banks specially nominated by each country concerned on the last day of exchange quotations preceding the day to which the statement relates. These mean rates must invariably be calculated to four places of decimals.

3. An Administration which, for any reason, does not desire to apply the principle of reciprocal adjustment may give notice that it will discharge the whole of the sums due.

4. The adjustment is effected daily. Offices may, however, arrange among themselves to group in the same statement the totals for several days.

5. The balance resulting from each account bears interest on the expiry of a period and at a rate to be fixed by agreement between the Administrations of the contracting countries. The rate of such interest may not exceed 5 per cent per annum.

Article 21

Payment of balances. Moratorium interest

1. With a view to the payment of balances, each Administration may maintain, in any manner a credit account with the Administration of a contracting country in the currency of that country. If this account is not sufficient to enable the orders received to be executed, the transfers are nevertheless credited to the accounts of the payees.

2. This credit account may also be used for the settlement of sums due on any other postal, telegraphic or telephonic accounts. In no case may it be used for another purpose without the consent of the Administration which opened it.

3. The creditor Administration has the right to require at any time payment of the balance due to it. If necessary, it fixes the date on which payment has to be made, making due allowance for the time required on account of distance. If the debtor Administration has not made the payment on the date fixed, the rate of interest mentioned in article 20, § 5, is increased by 2 per cent per annum as from the sixth day after that date.

4. No unilateral measure, such as a moratorium, prohibition of transfers, etc., can prevail against the provisions of the present Agreement and its Detailed Regulations concerning the establishment and settlement of accounts.

Article 22

General quarterly account

At the end of each quarter, the Administrations which prepare the daily accounts forward for approval to the corresponding Administrations a general summary of the daily accounts, of sums paid out, and of interest charged, if any. The balance of the general quarterly account is carried over to the following quarter. Administrations may agree with one another to forward a statement of the final balance of the accounts in place of the general summary.

CHAPTER VI

Miscellaneous provisions

Article 23

Request for the opening of a postal cheque account in a foreign country

1. When an application is made for the opening of a postal cheque account in a foreign country with which the Administration of the applicant's country of residence exchanges postal transfers, such Administration is bound to assist the Administration charged with the management of the account in verifying the application.

2. The Administrations undertake to carry out this investigation with all the necessary care and diligence, though not incurring any responsibility in this respect.

3. The Administration of the country of residence also assists, so far as possible, on the request of the Administration which manages the account, in verifying any information concerning a change in the legal capacity of the account-holder.

Article 24

List of account-holders

1. Account-holders may obtain, through the Administration which keeps their accounts, lists of account-holders published by the other Administrations, at the price fixed by the latter in their internal service.

2. The Administrations furnish each other free of charge with the lists necessary for the requirements of the service.

Article 25

Negotiable securities

The negotiation through postal cheque accounts of securities made payable at postal cheque offices between those of the contracting countries whose Admin-

istrations agree to establish such a service is governed by the provisions of the Supplement annexed to this Agreement.

Article 26

Application of the general provisions of the Convention

The general provisions which appear in Part I of the Convention apply to transfers to and from postal cheque accounts, with the exception, however, of the provisions of article 8.

Article 27

Approval of proposals made in the intervals between meetings

To become effective, proposals, made in the intervals between meetings (articles 25 and 26 of the Convention) must obtain :

- (a) Two-thirds of the votes, if they involve the addition of new provisions or amendment of the provisions of the present Agreement, its Detailed Regulations, or the Supplement dealing with the negotiation through postal cheque accounts of securities made payable at postal cheque offices ;
- (b) A majority of the votes, if they affect the interpretation of the provisions of the present Agreement, its Detailed Regulations, or the Supplement dealing with the negotiation through postal cheque accounts of securities made payable at postal cheque offices except in the case of a disagreement to be submitted to arbitration as provided for in article 31 of the Convention.

Final provisions

Article 28

Entry into force and duration of the Agreement

The present Agreement shall come into force on 1 July 1953 and shall remain in operation for an indefinite period.

In faith whereof the Plenipotentiaries of the Governments of the above-named countries have signed the present Agreement in a single copy which shall lie in the archives of the Government of Belgium and of which a copy shall be delivered to each Party.

Done at Brussels the 11th day of July, 1952.

This Agreement was signed on behalf of the States and territories listed below by the same plenipotentiaries who signed the Universal Postal Convention :

People's Republic of Albania	Luxembourg
Republic of Argentina	Morocco (except the Spanish Zone)
Austria	
Belgium	Morocco (Spanish Zone)
Bolivia	Nicaragua
Republic of Colombia	Norway
Korea	Paraguay
Republic of Cuba	Netherlands
Denmark	Portuguese territories in West Africa
Dominican Republic	
Spain	Portuguese territories in East Africa,
Whole of the Spanish colonies	Asia and Oceania
Finland	Romanian People's Republic
France	Republic of San Marino
Algeria	Sweden
Greece	Swiss Confederation
Republic of Haiti	Tunisia
Republic of Honduras	Turkey
Indonesia	Oriental Republic of Uruguay
Italy	State of the City of the Vatican
Japan	United States of Venezuela
Laos	Federal People's Republic of Yugo-
Lebanon	slavia

[For the names of the plenipotentiaries, see: *United Nations, Treaty Series, Vol. 169, p. 86 to 101.*]

**DETAILED REGULATIONS FOR IMPLEMENTING THE
AGREEMENT CONCERNING TRANSFERS TO AND
FROM POSTAL CHEQUE ACCOUNTS AND SUPPLE-
MENT DEALING WITH THE NEGOTIATION THROUGH
POSTAL CHEQUE ACCOUNTS OF SECURITIES MADE
PAYABLE AT POSTAL CHEQUE OFFICES**

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Having regard to article 22 of the Universal Postal Convention, concluded at Brussels on 11 July 1952,¹ the undersigned, on behalf of their respective Administrations, have, by common consent, drawn up the following measures for ensuring that the Agreement concerning postal cheque accounts and the Supplement dealing with the negotiation through postal cheque accounts of securities made payable at postal cheque offices are implemented.

CHAPTER I

Issue. Transmission. Receipt

Article 101

Advice of transfers

1. Transfer advices must be filled in by the holder of the account to be debited or by the office with which this account is opened on a form VP 1 in the form annexed.

2. Administrations may, however, employ the forms in use in their internal service.

3. When the amount of the transfer is stated in the currency of the country of origin, the office which receives the transfer order or the office of exchange makes the conversion and enters on the advice, in red ink, the amount to be transferred in the currency of the country of destination.

4. Transfer advices must bear the impression of the date stamp of the office of origin.

Article 102

Lists of transfers

1. The lists of transfers are prepared by the offices of exchange on a form VP 2 in the form annexed. They must furnish for each transfer order all the information required by the text of the form.

2. The list of telegraph transfers must bear very conspicuously the heading "Telegraph Transfers. Confirmation".

3. Each list bears the stamp impression of the office of exchange which has prepared it.

4. When, in a single day, more than one list is prepared for one and the same office of exchange, the lists are numbered consecutively in a series which is renewed daily.

5. The lists of telegraph transfers are numbered in the same series as ordinary transfers.

¹ United Nations, *Treaty Series*, Vol. 169.

Article 103

Letters of advice

1. The total of each of the lists addressed to one and the same office of exchange is summarized in a letter of advice VP 3 in the form annexed. The general total of this letter must be expressed in words or printed in figures by a cheque-perforating machine.

2. The letters of advice bear the stamp impression of the office of exchange which has prepared them and are signed by the official or officials empowered to sign them. Each of these letters is numbered consecutively in a series which is renewed each month for each office of exchange.

3. Where separate letters of advice are prepared for the lists of telegraph transfers, they are numbered in the same series as the letters of advice summarizing ordinary transfers.

4. Each last letter of advice sent at the end of each month, whether relating to ordinary or to telegraph transfers, must bear the words "Last letter of advice No. ...". When an office of exchange has no transfers to transmit to the office concerned on the last working day of a month, it must nevertheless send a letter of advice to that effect which must also bear the words "Last letter of advice No. ...".

Article 104

Transmission of orders for transfer

The letters of advice, lists and transfer advices are made up together in closed packets and sent post free to the office of exchange of destination by the most appropriate means. They may be registered.

Article 105

Telegraph transfers

1. Telegraph transfers are drawn up by the postal cheque office of origin and are addressed directly to the office of destination which has the postal cheque account. In the absence of other arrangements, they are drawn up in French and are worded as follows :

(Indications de service, s'il y a lieu) [Service instructions, if any].

Virement (*N° d'émission*) [Transfer (Serial number of issue)].

..... (*Nom du bureau de chèques destinataire*) [Name of the postal cheque office of destination].

..... (*Nom ou désignation de l'expéditeur*) [Name or description of the sender].

..... (*Numéro du compte de l'expéditeur*) [Number of the sender's account].

..... (*Nom du bureau de chèques où le compte de l'expéditeur est ouvert*) [Name of the postal cheque office in which the sender's account is kept].

..... (*Montant de la somme virée*) [Amount of the transfer].
..... (*Nom ou désignation du bénéficiaire*) [Name or description of the payee].
..... (*Numéro du compte du bénéficiaire*) [Number of the payee's account].
(*Communication particulière, le cas échéant*) [Private communication, if any].

2. The information given in the telegram must always be arranged in the above order.

3. Service instructions are expressed in words or abbreviated in the manner authorized in the telegraph service.

4. Administrations may agree to adopt a secret notation for the total or partial indication of the number of issue and of the amount of each telegraph transfer.

5. The amount of the transfer must be expressed in figures and, as regards monetary units (franc, florin, etc.), in words, in terms of the currency of the country of destination.

6. The name of the sender and the description of the payee's account may not be indicated by an abbreviation or a code word.

7. The partial repetition of the telegram is obligatory (repetition of proper names and numbers from one office to another).

8. The cheque office of destination must enter the credit in the account without awaiting the list of transfers in confirmation.

Article 106

Receipt of transfers

1. When the packets containing the letters of advice, lists and transfer advices arrive at the office of exchange, the latter proceeds to check the consignment. If any irregularity or omission is discovered, it notifies the despatching office of exchange by a letter VP 4 in the form annexed. The despatching office of exchange must reply by the next post and, if necessary, send a duplicate of the missing documents.

2. When a difference is discovered between the amount shown on a transfer advice and the entry of the amount in the list of transfers, the office of exchange of destination is authorized to credit the payee's postal cheque account with the smaller of the two sums. The transfer advice or the list of transfers and the letter of advice, as the case may be, are corrected accordingly in red ink, and notice of the correction is given to the corresponding exchange office by a letter VP 4.

3. When it is not possible for a telegraph transfer order to be placed to the credit of an account for reasons for which the addressee is not responsible, a service telegraphic advice is sent to the office of origin stating the reason why the credit has not been entered. The cheque office of origin ascertains whether the irregularity

was due to an error for which the service was responsible. If so, it immediately rectifies the error by means of a service telegraphic advice. If not, any necessary rectification is made by post, after consultation with the sender. Nevertheless, if the latter so desires and offers to pay the cost, the correction may be made by a chargeable service telegram.

4. Telegraph transfers containing irregularities which have not been rectified within a reasonable time will be cancelled in conformity with the rules laid down in article 110 of the present Regulations.

Article 107

Method of filling in forms

1. The entries on the service forms used for transfers must be made in Roman characters and in arabic figures.

2. Entries may not be made in copying-ink or ordinary pencil. Signatures may, however, be written in copying-ink pencil.

Article 108

Advice of entry of a transfer to the credit of the payee

1. When the sender of a postal or telegraph transfer requests at the time when he deposits his cheque that an advice of the entry of the transfer to the credit of the payee be sent to him, the indication "*Avis de paiement*" (Advice of payment) is entered very conspicuously on the transfer advice and the initials "AP" are recorded on the form VP 2 opposite the relevant entry.

2. The advice of entry is prepared by the cheque office which keeps the account of the payee on a form VP 10 in the form annexed, or a form C 5, and is sent directly to the sender of the transfer.

CHAPTER II

Miscellaneous formalities

Article 109

Cancellation of transfers

1. A request for the cancellation of a transfer order must be made in writing by the holder of the debtor account. After the request has been verified by the Administration of the country of origin, which is responsible for this verification, the following procedure is employed :

- (a) If the request is to be transmitted by post, the office of origin draws up an advice VP 5 in the form annexed and sends it to the office of exchange concerned in its country. The office of exchange completes the advice, filling

in particulars of transmission to the intermediate office of exchange in the country of destination and addresses it to the latter. The advice is forwarded by registered letter ;

- (b) If the request is to be made by telegraph, a chargeable service telegram VP 6 in the form annexed hereto is sent direct by the office of origin or the office of exchange of the country of origin to the office of destination which keeps the current account. This telegram must be confirmed immediately by letter in the manner indicated above under (a). In this case, the form VP 5, which must pass through the offices of exchange of both countries, bears the following heading underlined in coloured pencil : "*Confirmation de la demande télégraphique expédiée le par le bureau des chèques postaux à à l'adresse du bureau des chèques postaux à*" (Confirmation of the telegraphic request despatched on by the postal cheque office of to the postal cheque office at).

2. Cancellation of the transfer order is effected in accordance with the rules laid down in article 110 of the present Regulations. If, however, cancellation has been requested by telegraph, the office of destination merely keeps the transfer order and awaits postal confirmation before carrying out the request.

3. When a request for cancellation despatched by post or telegraph reaches the office of destination too late for the transfer to be cancelled, that office at once informs by letter the office of origin which keeps the account. In the case of a telegraphic request, this information must be given without awaiting the arrival of the letter of confirmation.

4. Requests for cancellation made or forwarded otherwise than as laid down in § 1 are ignored.

Article 110

Non-execution of a transfer order

1. When, for any reason whatever, a transfer order cannot be placed to the credit of an account, it is struck off the list on which it is entered, and the total of the list and that of the corresponding letter of advice are corrected in red ink. This correction is brought to the notice of a despatching office of exchange by means of a letter VP 4, and the advice relating to the transfer which has not been carried out is attached to this letter.

2. If a transfer order not executed at first is again sent to the office of exchange of destination, it must be treated by the despatching office of exchange as a new order. The original entries in the list and letter of advice are cancelled.

3. Nevertheless, the Administrations of the contracting countries may agree that transfers which have not been carried out shall be shown on a list of transfers to the credit of the Administration of the country of origin, or brought into account

in some other way. Any conversions that are necessary shall take place at the rate of exchange of the day, as in the case of ordinary transfers, and the advice of transfer shall have an explanatory letter attached to it.

Article 111

Enquiries and requests for information

Should any enquiry or request for information be made in respect of the execution of a transfer order, the cheque office which keeps the debtor account draws up a form VP 7 in the form annexed. This form is forwarded, if necessary, through the office of exchange of the despatching country and the office of exchange of the country of destination to the cheque office which keeps the account to be credited. If the form is to be returned by air, the provisions of the second and third sentences of article 154, § 1, of the Detailed Regulations of the Convention apply.

CHAPTER III

Accounting

Article 112

Statements of account

1. Statements of account are prepared on forms VP 8 in the form annexed.
2. They are transmitted as soon as possible to the Administration concerned.
3. Administrations which do not settle their accounts by reciprocal adjustment may agree to prepare their statements of account on forms VP 11 in the form annexed.

Article 113

Payment of balances

1. The settlement of the sums due on account of postal transfers is effected by cheques or drafts payable at sight on the capital or a commercial place of the creditor country, or by transfers to a banking establishment in such capital or commercial place, in the currency of that country and without loss to the latter. The payment charges are borne by the debtor Administration, with the exception of extraordinary charges, such as clearance fees, levied by the creditor country.

2. Any Administration may open a postal cheque account with the other Administrations, subject to the usual conditions, and may request those Administrations in future to deduct, without further instructions, from the credit of this account the amount of the debtor balances ascertained to be chargeable to it.

CHAPTER IV

Miscellaneous provisions

Article 114

**Communications to be addressed to the International Bureau
and to Administrations**

1. Administrations taking part in the exchange of telegraph transfers must notify the fact to the other Administrations through the International Bureau.

2. The Administrations shall supply each other direct, in sufficient number to meet the requirements of the service, with specimens of the impressions of the stamps in use at the offices of exchange and of the signatures of the officials empowered at each of these offices to sign the letters of advice.

3. When new signatures have to be notified later or any of the signatures so supplied has to be replaced, a fresh list containing specimen signatures of all authorized officials shall be sent to the corresponding Administration. Nevertheless, if it is merely required to cancel one or other of the signatures communicated, it is sufficient to strike it off the existing list, which shall continue to be employed.

4. Offices shall inform each other of the rate of conversion which they have fixed for transfer orders if a specific request to that effect is made.

Article 115

Forms for the use of the public

1. For the purpose of applying the provisions of article 44, § 2, of the Convention, is considered as a form for the use of the public :

Form VP 1 (Transfer advice).

2. Internal service forms employed as transfer advices in the manner indicated in article 101 are not subject to these provisions.

Article 116

Applications for the opening of a postal cheque account in a foreign country

1. Applications for the opening of postal cheque accounts in foreign countries must be made out by the applicants. They are addressed to the Administration which will have the management of these accounts, either directly by the applicants or through the postal cheque office serving the district of residence of the parties concerned.

2. The latter office must, in conformity with the rules laid down for the opening of postal cheque accounts in its own country, proceed to verify applications, whether made through the said office or communicated to it by a foreign

Administration to which they have been directly submitted. It corrects any mistakes in the application, if necessary, after consulting the applicant, and it attaches thereto an attestation VP 9, duly completed, in the form annexed. In special cases not provided for in the wording of that form, it may supplement or correct the form by means of an explanatory letter. It forwards the whole of these documents to the postal cheque office of exchange of the country of destination through the office of exchange of its own country. The attestations are stamped with the stamp, in relief, of the exchange office of the intervening country, and are signed by the official or officials empowered to certify letters of advice.

Final provisions

Article 117

Entry into force and duration of the Detailed Regulations

1. The present Detailed Regulations shall come into force on the day on which the Agreement concerning transfers to and from postal cheque accounts and the Supplement dealing with the negotiation through postal cheque accounts of securities made payable at postal cheque offices come into operation.

2. They shall have the same duration as that Agreement, unless renewed by common consent between the contracting Parties.

Done at Brussels, the 11th day of July 1952.

SIGNATURES

[*The same as on page 27 of this volume.*]

List of forms

No. 1	Title or nature of the form 2	References 3
VP 1	Advice of transfer	art. 101, § 1
VP 2	List of transfers VP 2	art. 102, § 1
VP 3	Letter of advice VP 3	art. 103, § 1
VP 4	Correction VP 4 of letter of advice VP 3	art. 106, § 1
VP 5	Request for cancellation VP 5 of a transfer order (sent by post)	art. 109, § 1 (a)
VP 6	Request for cancellation VP 6 of a transfer order (sent by telegraph)	art. 109, § 1 (b)
VP 7	Enquiry VP 7 concerning a transfer order not executed	art. 111
VP 8	Statement of account VP 8	art. 112, § 1
VP 9	Attestation VP 9	art. 116, § 2
VP 10	Advice of entry VP 10	art. 108, § 2
VP 11	Statement of account VP 11	art. 112, § 3

Annexes :

FORMS

VP 1 (D. R. art. 101, § 1)

ADVICE OF TRANSFERS

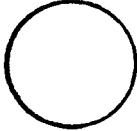
amount

Transferred by order of the holder on account

No.....

to the credit of account No.

Stamp of the
 postal cheque
 office



Communication
 overleaf

(Dimensions : 74 x 105 mm)

VP 3 (D. R., art. 103, § 1)

POSTAL ADMINISTRATION
of

Postal cheque office
of

LETTER OF ADVICE VP 3

..... lists No.

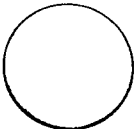
The postal cheque office of is requested to make the transfers appearing in the attached lists VP 2, which amount to the following sums respectively :

Serial Number of lists	Amount	Serial Number of lists	Amount
1	2	3	4
1		Brought forward	
2		12	
3		13	
4		14	
5		15	
6		16	
7		17	
8		18	
9		19	
10		20	
11			
Carried forward		Total	

Total sum of

(in words)

Stamp (in relief) of the postal cheque office of exchange To be debited to the Post Office of



....., the 19.....

Signatures :

(Dimensions : 148 × 210 mm)

VP 4 (D. R., art. 106, § 1)

POSTAL ADMINISTRATION

of

Postal cheque office

of

CORRECTION VP 4

..... annexes OF LETTER OF ADVICE VP 3 No.

dated from the postal cheque office of

The total of the above-mentioned letter of advice has had to be corrected to

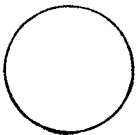
(in words)

(a) (1) because the transfer(s) mentioned below could not be carried out :

No. of list	No. on list	Beneficiary		Drawer		Amount	Reason
		Cheque office and No. of account	Name and address	Cheque office and No. of account	Name and address		
1	2	3	4	5	6	7	8

(b) (1) for the reason given below :

Stamp (in relief) of the postal cheque office of exchange, the 19.....



Signatures :

(1) Cross out what does not apply.

(Dimensions : 148 x 210 mm)

VP 5 (D. R., art, 109, § 1 (a))

POSTAL ADMINISTRATION

of

Postal cheque office

of

REQUEST FOR CANCELLATION VP 5

OF A TRANSFER ORDER

Sent by post

Kindly cancel the under-mentioned transfer and send us the corresponding advice :

To be filled in by the postal
cheque office of origin

Postal cheque office, number of the account, name and address of the drawer :

Amount
(in figures, in the currency of the country of destination)

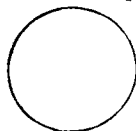
Postal cheque office, number of the account, name and address of the beneficiary :

To be filled in by
the postal cheque
office of exchange

Advice of transfer was despatched on 19..... by letter

No. and entered in list of transfers No. under serial No.

Stamp of the postal cheque
office of exchange



Signature :

.....

(Dimensions : 148 x 210 mm)

VP 6 (D. R., art. 109, § 1 (b))

POSTAL ADMINISTRATION

of

**REQUEST FOR CANCELLATION VP 6
OF A TRANSFER ORDER**

Sent by telegraph

Cancel transfer

.....
(Postal cheque office, number of account, name and address of the drawer)

.....
(Amount in figures, in currency of the country of destination)

.....
(Postal cheque office, number of account, name and address of the payee)

Postal cheques
(No signature)

(Dimensions : 148 · 210 mm)

VP 7 (D. R., Art. 111)

No. 2224

POSTAL ADMINISTRATION

of

Postal cheque office

of

CLAIM VP 7

CONCERNING A TRANSFER ORDER NOT EXECUTED

To be filled in by the
cheque office of origin

Name, address and number of the drawer's account :

Amount of the transfer :
(in figures, in the currency of the country of destination)

Date of the debit : 19.....

Name, address and number of the payee's account :

Cheque office keeping the postal cheque account to be credited :

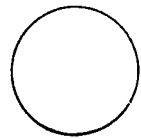
To be filled in by the
cheque office of origin

The above transfer was despatched on 19....

to the office of exchange of

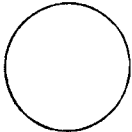
(See Statement No.)

Signature :



To be filled in by the
cheque office of exchange
of the Administration of
origin

The above transfer bears the number m list
 No. despatched on 19....
 to the office of exchange of

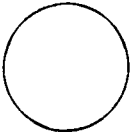
Signature : 

.....

To be filled in by the
cheque office of exchange
of the Administration of
destination

The above transfer was despatched on 19....
 to the cheque office of

(See Statement No.)

Signature : 

.....

To be filled in by the
cheque office keeping the
account to be credited

The above transfer was

.....

Signature : 

.....

(Dimensions : 148 x 210 mm)

II. Calculation of the mean rate between the Stock Exchange rates of
and of on the previous day (last rates quoted)

Quoted for short-dated drafts				Par rate	Rate at which calculated
Date	on the Stock Exchange	for 100	for 100		
1	2	3	4	5	6
..... /	of on	100 =	100 =
..... /	of on	100 =	100 =

III. Difference according to I on converting the smaller sum into the currency of the larger sum at the rate calculated in II.

1		2	
Total I (a)		Total I (b)	
Deduct total I (b)		Deduct total I (a)	
To the debit of the Postal Administration of		To the credit of the Postal Administration of	

The above statement has been found correct and accepted :

....., the 19..... , the 19.....

.....
.....
.....

(Dimensions : 210 x 297 mm)

VP 9 (Front) (D. R., art. 116, § 2)

POSTAL ADMINISTRATION

of the 19.....

Postal cheque office

of

..... annex...

ATTESTATION VP 9

NOTE! NO ABBREVIATION MAY BE USED, EXCEPT WHERE THE APPLICANT REQUIRES THE USE OF AN ABBREVIATION IN THE DESCRIPTION OF HIS ACCOUNT

I. Description of the postal cheque account for which application is made :

.....
.....
.....

The applicant is⁽¹⁾

—The applicants are⁽¹⁾

.....
.....
.....

The applicant has just taken up his residence⁽²⁾

—is a sub-tenant⁽²⁾

(1) Strike out the words which do not apply and insert a more precise description of the applicant or applicants on the dotted lines, e.g. :

Private individual, married couple, commercial or industrial establishment not entered in the trade register, non-commercial association not entered in the register of companies, registered firm (state nature of the firm, e.g. commercial partnership, ordinary partnership company, joint-stock association of partners, joint-stock company, limited liability company, etc.) entered in the trade register under No., registered co-operative society— entered in the register of co-operatives under No., non-commercial registered company,—entered in the register of non-commercial registered associations, under No., board, etc.

(2) Strike out the words which do not apply.

(Dimensions : 210 x 297 mm)

VP 9 (Back)

II. Names⁽¹⁾ and full descriptions of the persons⁽²⁾ who are legally entitled to represent the applicant according to the trade register, the register of co-operatives, the register of non-commercial associations, the deed of partnership, the articles of association, etc.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

(3) { The persons mentioned under Nos. are alone empowered to sign.
The powers conferred upon the persons enumerated above are subject to the following restrictions :

.....
.....

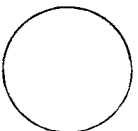
III. The request for the opening of a postal cheque account at

.....
.....
.....

has been verified by us in conformity with the regulations in force in our country regarding the opening of postal cheque accounts.

(3) { As a result of this investigation we would feel no hesitation, if application were made, in opening a postal cheque account in our service for the applicant as described above.
An account is already being kept in our service under this description. The applicant is entitled to sign ; his signature corresponds to the specimen in our files.

Stamp (in relief) of the postal cheque office



Signatures of the postal cheque office :

.....

(1) Strike out the indications given under II if the applicant is a private individual.
(2) For example : account-holder, signing official of a company, manager, holder of a power of attorney, holder of a collective power of attorney, director, member of the board, publisher, etc.
(3) Strike out the words which do not apply.

POSTAL ADMINISTRATION OF

Postal Service

ADVICE OF ENTRY VP 10

of a $\frac{\text{postal}}{\text{telegraph}}$ ⁽¹⁾ transfer to the credit of the payee

Mr.

.....
(Street and number)

.....
(Place of destination in block letters)

.....
(Country of destination)

(1) Strike out the word which does not apply.

No 2924

(Dimensions : 148 × 105 mm)

VP 10 (Back)

Postal
Telegraph ⁽¹⁾ transfer

Amount of the transfer :
(in figures, in the currency of the country of destination)

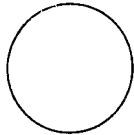
Name, address and number of the drawer's account :

Name, address and number of the payee's account :

Office keeping the current account to be credited :

The above transfer was

Stamp of the postal cheque
office of destination



Signature :

(1) Strike out the word which does not apply.

**SUPPLEMENT DEALING WITH THE NEGOTIATION
THROUGH POSTAL CHEQUE ACCOUNTS OF
SECURITIES MADE PAYABLE AT POSTAL CHEQUE
OFFICES**

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Supplement dealing with the negotiation through postal cheque accounts of securities made payable at postal cheque offices

SECTION I

Fundamental provisions

CHAPTER I

General provisions

Article 1

Securities payable at postal cheque offices

1. Subject to agreement with the Administration of the country of payment, postal cheque offices receiving for collection bankers' cheques or bills of exchange made payable at a postal cheque office abroad, forward them to the office of payment for negotiation through a postal cheque account.

2. The securities must comply with the conditions of form prescribed for bills for collection.

3. The Administrations shall draw up by common agreement the necessary rules governing the formalities of protest and the conditions in which partial payments may be accepted.

Article 2

Charges

The postal cheque office receiving securities for collection may levy on behalf of its Administration, a charge not exceeding 20 centimes in respect of each security.

CHAPTER II

Responsibility

Article 3

Extent of responsibility

The Administrations are responsible for the value of securities debited to any account. They are not in any way responsible for delay in :

- (a) the transmission or presentation of securities ;
- (b) protesting securities or instituting legal proceedings under the provisions of article 1, § 3.

SECTION II

Regulating provisions

CHAPTER I

General provisions

Article 4

Conditions of acceptance

1. Securities payable at postal cheque offices are subject to the provisions of articles 101, 103 § 2, 105, 106 and 107 of the Detailed Regulations for implementing the Agreement concerning the payment of bills, etc.,¹ with respect to the conditions of acceptance, notes not permitted, checking of consignments, presentation, time-limits for payment, and notification of non-collection.

2. The securities must, in addition, bear the number of the postal cheque account to be debited and the name of the postal cheque office keeping the said account.

CHAPTER II

Despatch of securities and payment

Article 5

Despatch of securities. Statement of securities sent

The Administrations inform one another of the securities payable, by means of descriptive statements VP 12 in the form annexed. These statements are prepared in triplicate. The Administration despatching the securities retains the original and forwards the other two copies and the securities to be collected to the postal cheque office of payment.

Article 6

Payment

1. The postal cheque office of payment issues a transfer order in the amount of the securities paid, after deduction of the transfer charge, in favour of the postal cheque account specified by the cheque office of origin.

2. A copy of the statement of securities is returned to the country of origin, together with any unpaid securities, in the manner prescribed in article 104 of the Detailed Regulations for implementing the Agreement concerning transfers to and from postal cheque accounts.

¹ See p. 143 of this volume.

List of forms

No. 1	Title or nature of the form 2	Reference 3
VP 12	Statement VP 12 of bankers' securities	art. 5

Annex :

FORM

VP 12 (Supplement, art. 5)

POSTAL ADMINISTRATION

of

Postal cheque office

of

Stamp of cheque office of origin bearing date of despatch of the statement

STATEMENT VP 12 OF BANKERS' SECURITIES

Stamp of cheque office of collection bearing date of receipt of the statement

For collection by the postal cheque office of

by payment from assets of postal cheque accounts

Number of postal cheque account to be debited 1	Name or style of debtor 2	Date of maturity 3	Securities presented Amount 4	Unpaid securities Amount 5	Remarks 6
			Totals		

Brought forward from column 5 (unpaid securities)

By subtraction, amount of securities paid

Deduct : transfer charge

Amount of transfer.

Stamp of cheque office of collection bearing date of return of settled statement

Chief of the postal office of collection :

Stamp of cheque office of origin, bearing date of receipt of settled statement

(Dimensions : 148 x 210 or 210 x 297 mm)