

No. 5213

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

**Agreement concerning postal parcels (with Final Protocol
and Detailed Regulations with Final Protocol). Signed
at Ottawa, on 3 October 1957**

Official text: French.

Registered by Canada on 7 July 1960.

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

**Arrangement concernant les colis postaux (avec Protocole
final et Règlement d'exécution avec Protocole final).
Signé à Ottawa, le 3 octobre 1957**

Texte officiel français.

Enregistré par le Canada le 7 juillet 1960.

- b) les renseignements concernant le service des colis-avion et, notamment, les dimensions admises par elle pour ces colis après entente avec les entreprises de transport aérien;
 - c) la liste des animaux vivants dont le transport par la poste est autorisé par ses propres règlements postaux;
 - d) l'avis qu'elle admet les colis pour toutes les localités, ou, dans le cas contraire, la liste des localités qu'elle dessert;
 - e) les taxes et tous les droits applicables dans son service;
 - f) les renseignements utiles concernant les règlements douaniers ou autres, ainsi que les interdictions ou restrictions s'appliquant à l'importation et au transit des colis sur le territoire de son Pays;
 - g) un extrait, en langue anglaise, arabe, chinoise, espagnole, française ou russe, des dispositions de ses lois ou règlements applicables au transport des colis.
2. Toute modification aux renseignements visés au § 1 doit être notifiée sans retard par la même voie.

ARTICLE 103

Voies d'acheminement et taxes

1. Au moyen de tableaux conformes aux modèles CP 1 et CP 21 ci-annexés, chaque Administration indique les conditions, les taxes et les droits auxquels elle accepte en transit les colis à destination des Pays pour lesquels elle est à même de servir d'intermédiaire.

2. Sur la base des renseignements contenus dans les tableaux CP 1 et CP 21 des Administrations intermédiaires, chaque Administration détermine les voies à employer pour l'acheminement de ses colis et les taxes à percevoir sur les expéditeurs.

3. Les Administrations se notifient, soit par l'intermédiaire du Bureau international, soit par communication directe, les tableaux CP 1 et CP 21, ainsi que toutes modifications ultérieures à ces tableaux; elles adressent au Bureau international des copies de leurs tableaux CP 1 et CP 21.

4. Afin de déterminer le parcours le plus favorable des dépêches de colis, le bureau d'échange de départ peut adresser au bureau d'échange de destination un bulletin d'essai conforme au modèle C 27 visé à l'article 167 du Règlement d'exécution de la Convention. Ce bulletin doit être joint à la feuille de route; il doit être renvoyé, dûment rempli, sous forme de lettre, au bureau d'échange de départ par le premier courrier.

CHAPITRE II

CONDITIONS GÉNÉRALES D'ADMISSION ET FORMALITÉS GÉNÉRALES DE DÉPÔT

SECTION I

CONDITIONS GÉNÉRALES D'ADMISSION

ARTICLE 104

Conditionnement général

1. Pour être admis au dépôt, tout colis doit répondre aux conditions ci-après:
- a) porter, en caractères latins, sur le colis lui-même ou sur une étiquette attachée à ce dernier sans pouvoir s'en détacher, les adresses exactes du destinataire et de l'expéditeur; les adresses au crayon ne sont pas admises; toutefois, sont acceptés les colis dont l'adresse est écrite au crayon-encre, sur un fond préalablement mouillé. *Il ne peut être désigné qu'une seule personne physique ou morale comme destinataire. Toutefois, les adresses telles que «M. A. à ... pour M. Z à ...» ou «Banque de A à ... pour M. Z à ...» peuvent être admises étant entendu que seule la personne désignée sous A est considérée comme destinataire par les Administrations. De plus, les adresses de A et de Z doivent se trouver dans le même Pays.*

NOTE BY THE BRITISH POST OFFICE. — Square brackets [] indicate a note that does not appear in the original text—usually the accepted English form of an expression necessarily retained in French.¹

AGREEMENT CONCERNING POSTAL PARCELS

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¹ [Translation — Traduction] NOTE DE L'ADMINISTRATION POSTALE BRITANNIQUE. — Les expressions entre crochets [] sont des annotations qui ne figurent pas dans le texte original; d'une manière générale, il s'agit de l'équivalent en anglais d'une expression qui a dû être conservée en français.

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AGREEMENT¹
CONCERNING
POSTAL PARCELS

CONCLUDED BETWEEN

AFGHANISTAN, THE PEOPLE'S REPUBLIC OF ALBANIA, GERMANY, THE KINGDOM OF SAUDI ARABIA, THE ARGENTINE REPUBLIC, AUSTRIA, BELGIUM, BELGIAN CONGO, THE SOVIET SOCIALIST REPUBLIC OF BYELORUSSIA, BOLIVIA, THE UNITED STATES OF BRAZIL, THE PEOPLE'S REPUBLIC OF BULGARIA, CAMBODIA, CEYLON, CHILE, CHINA, THE REPUBLIC OF COLOMBIA, THE REPUBLIC OF KOREA, THE REPUBLIC OF COSTA RICA, THE REPUBLIC OF CUBA, DENMARK, THE DOMINICAN REPUBLIC, ÉGYPT, THE REPUBLIC OF EL SALVADOR, ECUADOR, SPAIN, THE SPANISH TERRITORIES IN AFRICA, ETHIOPIA, FINLAND, FRANCE, ALGERIA, THE WHOLE OF THE TERRITORIES REPRESENTED BY THE FRENCH OFFICE OF OVERSEAS POSTS AND TELECOMMUNICATIONS, GHANA, THE UNITED KINGDOM OF GREAT BRITAIN AND NORTHERN IRELAND, THE WHOLE OF THE BRITISH OVERSEAS TERRITORIES, INCLUDING THE COLONIES, THE PROTECTORATES AND THE TERRITORIES UNDER TRUSTEESHIP EXERCISED BY THE GOVERNMENT OF THE UNITED KINGDOM OF GREAT BRITAIN AND NORTHERN IRELAND, GREECE, GUATEMALA, THE REPUBLIC OF HAITI, THE REPUBLIC OF HONDURAS, THE HUNGARIAN PEOPLE'S REPUBLIC, INDIA, THE REPUBLIC OF INDONESIA, IRAN, IRAQ, THE IRISH REPUBLIC, THE REPUBLIC OF ICELAND, ITALY, THE TERRITORY OF SOMALIA UNDER ITALIAN ADMINISTRATION, JAPAN, THE HASHEMITE KINGDOM OF JORDAN, LAOS, LEBANON, THE REPUBLIC OF LIBERIA, LIBYA, LUXEMBOURG, MOROCCO, MEXICO, THE PRINCIPALITY OF MONACO, NICARAGUA, NORWAY, PAKISTAN, THE REPUBLIC OF PANAMA, PARAGUAY, THE NETHERLANDS, THE NETHERLANDS ANTILLES AND SURINAM, PERU, THE PEOPLE'S REPUBLIC OF POLAND, PORTUGAL, THE PORTUGUESE PROVINCES IN WEST AFRICA, THE PORTUGUESE PROVINCES IN EAST AFRICA, ASIA AND OCEANIA, THE ROUMANIAN PEOPLE'S REPUBLIC, THE REPUBLIC OF SAN MARINO, THE REPUBLIC OF SUDAN, SWEDEN, THE SWISS CONFEDERATION, SYRIA, CZECHOSLOVAKIA, THAILAND, TUNISIA, TURKEY, THE SOVIET SOCIALIST REPUBLIC OF UKRAINE, THE UNION OF SOVIET SOCIALIST REPUBLICS, THE EASTERN REPUBLIC OF URUGUAY, THE STATE OF THE CITY OF THE VATICAN, THE REPUBLIC OF VENEZUELA, VIET-NAM, YEMEN, THE FEDERAL PEOPLE'S REPUBLIC OF YUGOSLAVIA.

Having regard to Article 22 of the Universal Postal Convention concluded at Ottawa on the 3rd of October 1957,² the undersigned Plenipotentiaries of the Governments of the above-named Countries have, by common consent and subject to ratification, drawn up the following Agreement.

(See footnotes 1 and 2 on pp. 106 and 107)

(Footnotes 1 and 2 of p. 105)

¹ Came into force on 1 April 1959, in accordance with article 47. The instruments of ratification or accession (a), as below, were deposited with the Canadian Government on the dates indicated:

Albania	14 September	1959	Luxembourg	13 January	1960
Argentina (with reservations)*	15 April	1959	Mexico	19 March	1959
Austria	4 May	1959	Monaco	2 September	1959
Bulgaria	13 May	1959	Morocco	9 July	1959
Byelorussian Soviet Socialist Republic	23 April	1959	Netherlands	27 August	1959
Cambodia	12 January	1960	(Including Netherlands New Guinea, Surinam and the Netherlands Antilles.)		
Ceylon	16 November	1959	Norway	19 August	1958
Republic of China	6 October	1959	Pakistan	8 October	1959
Czechoslovakia	13 August	1959	Peru	21 May	1959
Denmark	13 August	1958	San Marino	31 March	1959
Federation of Malaya (with statement)**	13 March	1959 (a)	Spain	29 July	1959
Finland	6 March	1959	(Including the Spanish territories of Africa.)		
France	8 May	1959	Sudan	1 March	1960
(Including Algeria and the whole of the territories represented by the French Office of Overseas Posts and Telecommunications, composed of the countries and territories designated below and the Franco-British Condominium of the New Hebrides.)†			Sweden	2 May	1958
Greece	2 October	1959	Switzerland	14 November	1958
Hungary	5 April	1960	Tunisia	24 March	1959
Iceland	27 November	1958	Ukrainian Soviet Socialist Republic	5 May	1959
India (with declaration)***	21 December	1959	Union of Soviet Socialist Republics	23 April	1959
Iraq (with reservation)****	18 January	1960	United Arab Republic:		
Italy	9 June	1960	Egyptian Province	15 January	1959
Japan	7 November	1958	Syrian Province	15 January	1959
Jordan	2 March	1959	United Kingdom of Great Britain and Northern Ireland	17 July	1959
Republic of Korea	14 March	1960	(Including the Channel Islands and the Isle of Man.)		
Lebanon	23 July	1958	Vatican City State	13 April	1960
			Republic of Viet-Nam	3 December	1959
			Yemen	3 April	1959 (a)
			Yugoslavia	15 April	1959

†(a) *States members of the Community*: Republic of Senegal, Sudanese Republic, Republic of the Ivory Coast, Republic of the Niger, Republic of the Upper Volta, Republic of Dahomey, Islamic Republic of Mauritania, Gabon Republic, Republic of the Congo, Central African Republic, Republic of Chad, Malagasy Republic.

(b) *Overseas territories*: Comoro Islands, New Caledonia and dependencies, French Polynesia, French Somaliland, St. Pierre and Miquelon.

(c) *Trust Territories of France*: Cameroons, Autonomous Republic of Togo.

*RESERVATIONS

[SPANISH TEXT — TEXTE ESPAGNOL]

[TRANSLATION — TRADUCTION]

« ... que los artículos 4º y 5º de la Convención Postal Universal no se refieren ni comprenden a las Islas Malvinas, Islas Georgias del Sur, Islas Sandwich del Sur y tierras incluidas dentro del sector antártico argentino, por cuanto éstas no constituyen colonia o posesión de Nación alguna, sino que hacen parte del territorio argentino y están comprendidas en su dominio y soberanía.

La República Argentina especialmente reserva y mantiene intactos sus legítimos títulos y derechos sobre esos territorios, señalando que la disposición contenida en el artículo 53, numeral 1) sobre circulación de sellos postales valederos en el país de origen, no será considerada como obligatoria por la República cuando en los mismos se desfigure la realidad geográfica y jurídica argentina.»

... that articles 4 and 5 of the Universal Postal Convention do not refer to or include the Islas Malvinas, the Islas Georgias del Sur, the Islas Sandwich del Sur, or the territories included in the Argentine Antarctic sector, inasmuch as these islands and territories do not constitute the colony or possession of any nation but form part of Argentine territory and fall under its dominion and sovereignty.

The Argentine Republic especially reserves and maintains its legitimate title to and rights over these territories, pointing out that the provisions of article 53, paragraph 1, concerning the circulation of postage stamps valid in the country of origin, will not be regarded as binding on the Republic when the said stamps misrepresent the realities of Argentine geography and law.

**STATEMENT

“... The Ministry has further to request the High Commission to convey to its Government the Federation of Malaya's wishes to benefit by Article VIII of the Final Protocol to the Universal Postal Convention, as well as by the following provisions of the Final Protocol of the Agreement concerning Parcel Post applicable to the British Overseas Territories :

- (a) Articles III, VI (B), VIII, IX, X, XI and XV of the Final Protocol to the Agreement.
- (b) Article of the Final Protocol to the detailed regulations.”

***DECLARATION

“In regard to the two items in Article 4 of the Convention containing the titles of territories of Portugal and the corresponding reference to them in the Preamble, the Government of India understands that, irrespective of the nomenclature used to describe them, they are juridically ‘territories’, in pursuance to the heading of Article 4, for whose international relations the member-country is responsible.”

****RESERVATION

“Iraq's participation in the Universal Postal Union Conference and its ratification of the Universal Postal Convention and its attached agreements does not mean in any way Iraq's recognition of the State of Israel as a member in the Universal Postal Union. Iraq could not establish any kind of relations with Israel and the latter has no right to request Iraq to implement any obligation under the terms of these agreements.”

² United Nations, *Treaty Series*, Vol. 364, p. 3.

CHAPTER I

GENERAL PROVISIONS

ARTICLE 1

Subject of the Agreement

1. Items called "postal parcels" of which the individual weight must not exceed 20 kilogrammes may be exchanged between the contracting Countries either directly or through the intermediary of one or more of them.
2. In the service between Countries whose Administrations have notified their agreement to this effect, postal parcels are accepted for conveyance by air and are then called "air postal parcels".
3. In this Agreement, its Final Protocol and its Detailed Regulations the abbreviation "parcels" applies to all postal parcels and the abbreviation "air parcels" only to air postal parcels.
4. The exchange of parcels exceeding 10 kilogrammes is optional.

ARTICLE 2

Categories of parcels

1. An "ordinary parcel" is one which is not subject to any of the special requirements prescribed for the categories defined in §§ 2 and 3.
2. An "insured parcel" is one which is insured for a declared value.
3. Other categories are :
 - a) "urgent parcel", any parcel which, as far as possible, is to be conveyed by the fast services used for the letter post ;
 - b) "express parcel", any parcel which, on arrival at the office of destination, is to be delivered to the place of address by special messenger or which, in those Countries whose Administrations do not undertake delivery to the place of address, gives rise to the delivery, by special messenger, of an advice of arrival ; nevertheless, if the address of the addressee is situated outside the local delivery area of the office of destination, delivery by special messenger is not obligatory ;
 - c) "parcel for delivery free of charges", any parcel in respect of which the sender asks to be charged with the whole of the postal charges and postal or non-postal fees to which the parcel may be subject on delivery. This request may be made at the time of posting or subsequently up to the time of delivery to the addressee ;
 - d) "cash on delivery parcel", any parcel subject to a trade charge and covered by the Agreement concerning cash on delivery items ;¹
 - e) "fragile parcel", any parcel containing articles which are liable to break easily and which are to be handled with special care ;
 - f) "prisoner of war or internee parcel", any parcel intended for or sent by prisoners or organisations referred to in Article 39 of the Convention.

¹ Will appear in United Nations, *Treaty Series*, Vol. 366, under No. 5216.

4. The following are considered to be “cumbersome parcels” :
- a) any parcel whose dimensions exceed the limits fixed by the Detailed Regulations or those which Administrations may fix between themselves ;
 - b) any parcel which by reason of its shape, nature or construction does not lend itself readily to loading with other parcels or which requires special precautions ;
 - c) optionally, any parcel conveyed by a sea service whose volume exceeds the limits fixed by the Detailed Regulations.
5. The exchange of “insured”, “urgent”, “express”, “free of charges”, “cash on delivery”, “fragile” and “cumbersome” parcels requires prior agreement between the Administrations of origin and destination.
6. In addition, for the exchange of insured parcels (conveyed *à découvert*), “urgent”, “fragile” and “cumbersome” parcels, the intermediate Administrations must signify their agreement to the transit routeing.

ARTICLE 3

Weight steps

The parcels defined in Article 2 are classed in the following weight steps :

	up to 1 kilogramme
above 1	up to 3 kilogrammes
above 3	up to 5 kilogrammes
above 5	up to 10 kilogrammes
above 10	up to 15 kilogrammes
above 15	up to 20 kilogrammes

CHAPTER II

PROVISIONS COMMON TO ALL CATEGORIES OF PARCELS

SECTION 1

GENERAL CONDITIONS OF ADMISSION

ARTICLE 4

Conditions of acceptance

1. Provided that the contents do not come within the prohibitions listed in Article 6 or within the prohibitions or restrictions applicable in the territory of one or more of the Administrations called upon to take part in the transmission, every parcel, to be admitted to the post, shall :

- a) satisfy the conditions of weight and size fixed by this Agreement or its Detailed Regulations ;
- b) be prepaid in respect of all the charges and fees required by the office of origin.

2. A parcel for delivery free of charges may be accepted only if the sender undertakes to pay the full amount which the office of destination would be entitled to claim from the addressee as well as the charge for delivery free of charges prescribed in Article 16, § 2 j) ; the office of origin may require the payment of a sufficient deposit.

ARTICLE 5

Sender's instructions at the time of posting

At the time of posting of a parcel, the sender is required to indicate the treatment to be given in case of non-delivery. The following instructions only may be given :

- a) despatch of an advice of non-delivery to the sender ;
- b) despatch of an advice of non-delivery to a third party residing in the Country of destination ;
- c) return forthwith to the sender by surface or air ;
- d) return to the sender by surface or air at the end of a given period ;
- e) delivery to an alternative addressee, if necessary after redirection, by surface or air (and subject to the special provisions set out in Article 22, § 1, c), 2°) ;
- f) redirection of the parcel by surface or air, with a view to delivery to the original addressee ;
- g) sale of the parcel at entire risk of the sender ;
- h) abandonment of the parcel by the sender.

ARTICLE 6

Prohibitions

The forwarding of the following articles is prohibited :

- a) in all categories of parcels:
 - 1° articles which, by their nature or their packing, may expose officials to danger, or soil or damage other parcels ;
 - 2° opium, morphine, cocaine and other narcotics ; however, this prohibition does not apply to consignments sent for a medical or scientific purpose to Countries which admit them on this condition ;
 - 3° articles of which the importation or circulation is prohibited in the Country of destination ;
 - 4° documents having the character of current and personal correspondence as well as items of correspondence of any kind bearing an address other than that of the addressee of the parcel or of persons living with him ; however, it is permissible to include one of the following documents, unclosed, reduced to its essential elements and relating solely to the goods being conveyed : invoice, despatch note or advice, delivery bill. If it is a question of the inclusion of a single item of correspondence prohibited within the meaning of section 4° above, the item is treated in the manner prescribed in Article 55 of the Convention, and the parcel must not be returned to origin on this account ;

- 5° living animals, unless their conveyance by post is authorised by the postal regulations of the Countries concerned ;
 - 6° explosive, inflammable or dangerous substances. Nevertheless, Administrations may agree to the conveyance of firing caps and loaded metal cartridges for portable firearms, non-explosive parts of artillery fuses and matches, inflammable films, raw celluloid or articles made of celluloid ;
 - 7° obscene or immoral articles ;
- b) in uninsured parcels addressed to Countries which admit insured parcels : coin, banknotes, currency notes, securities of any kind payable to bearer, platinum, gold or silver, manufactured or not, precious stones, jewels and other valuable articles ; every Administration has the right to prohibit the enclosure of gold bullion, even in insured items, or to limit the actual value of such items. This provision does not apply when the exchange of parcels between two Administrations admitting insured parcels can only be made through the intermediary of an Administration which does not admit them. It is understood that, in such a case, the responsibility of the intermediate Administration is involved only within the limits prescribed for ordinary parcels.

ARTICLE 7

Treatment of parcels wrongly accepted

1. When parcels containing the articles listed in Article 6 *a*) have been wrongly accepted for transmission, they are to be dealt with in accordance with the internal legislation of the Country of the Administration establishing their presence ; nevertheless, parcels containing the articles referred to in the same Article under *a*) 2°, 6° and 7° are in no circumstances forwarded to their destination, delivered to the addressees or returned to origin.

2. When uninsured parcels addressed to Countries which admit insurance contain articles listed in Article 6 *b*), they should be returned to origin by the transit Administration which discovers the error. If the error is discovered only after the receipt of the parcel by the Administration of destination, that Administration is authorised to deliver the parcel to the addressee under the conditions laid down by its internal regulations. If these regulations do not permit delivery, the parcel must be returned to origin.

3. The provisions of § 2 are applicable to parcels of which the weight or the dimensions appreciably exceed the permitted limits ; nevertheless, these parcels may, where appropriate, be delivered to the addressee if he has first paid any charges which may be due.

4. When a parcel wrongly admitted is neither delivered to the addressee nor returned to origin, the Administration of origin must be informed exactly how the parcel has been dealt with.

SECTION II

CHARGES AND FEES

ARTICLE 8

Composition of the charges and fees

The charges and fees which Administrations are authorised to collect are made up of the principal charge as defined in Article 9 and, where appropriate by :

- a) the rates mentioned in Article 15, or in the Final Protocol ;
- b) the supplementary charges mentioned in Article 16 ;
- c) the postal charges and fees mentioned in Articles 20, 21, § 6, 27 and 29 ;
- d) the non-postal fees mentioned in Article 18.

ARTICLE 9

Principal charge

The principal charge consists of the rates due to each Administration sharing in the land, sea or air conveyance and mentioned in Articles 10 to 14.

ARTICLE 10

Land rate

1. Each outward, inward, or transit land rate is fixed as follows for each Country and each parcel :

Weight steps	Outward and inward land rate		Transit land rate	
	2		3	
1	fr.	c.	fr.	c.
Up to 1 kg.	—	. 60	—	. 40
Above 1 up to 3 kg.	—	. 80	—	. 50
Above 3 up to 5 kg.	1	. —	—	. 60
Above 5 up to 10 kg.	2	. —	1	. 30
Above 10 up to 15 kg.	3	. —	1	. 90
Above 15 up to 20 kg.	4	. —	2	. 50

2. Nevertheless, as regards the last two weight steps, the Administrations of origin and destination have the right to fix as they wish the land rates due to them.

3. As regards air parcels, the land rate for intermediate Countries is only applicable where the parcel is conveyed by an intermediate land service.

ARTICLE 11

Sea rate

1. In the case of sea conveyance, the sea rate for each sea service used is calculated in accordance with the following table :

Distance steps		Weight steps					
a) expressed in nautical miles.	b) expressed in kilometres after conversion on the basis of 1 nautical mile = 1.852 km.	Up to 1 kg	Above 1 kg up to 3 kg	Above 3 kg up to 5 kg	Above 5 kg up to 10 kg	Above 10 kg up to 15 kg	Above 15 kg up to 20 kg
1	2	3	4	5	6	7	8
		fr. c.	fr. c.	fr. c.	fr. c.	fr. c.	fr. c.
Up to 500 nautical miles	Up to 926 kilometres ..	—, 15	—, 20	—, 25	—, 50	—, 75	1. 0
Beyond 500, up to 1,000 ..	Beyond 926, up to 1,852	—, 25	—, 30	—, 40	—, 75	1. 10	1. 60
Beyond 1,000, up to 2,000	Beyond 1,852, up to 3,704	—, 40	—, 50	—, 60	1. 10	1. 60	2. 25
Beyond 2,000 : each 1,000 or fraction of 1,000 thereafter.	Beyond 3,704 : each 1,852 or fraction of 1,852 thereafter ..	—, 10	—, 15	—, 20	—, 35	—, 50	—, 65

2. Where appropriate, the distance steps are calculated on the basis of a weighted average distance determined in relation to the tonnage of the mails carried between the respective ports of the two Countries.

3. Sea conveyance between two ports of the same Country does not give rise to the collection of the rate referred to in § 1 when the Administration of that Country already receives, for the same parcels, payment in respect of land conveyance.

4. As regards air parcels, the sea rate for intermediate Administrations or services is only applicable where the parcel is conveyed by an intermediate sea service ; for this purpose every sea service provided by the Country of origin or destination is regarded as an intermediate service.

ARTICLE 12

Air rate

1. Administrations agree to take the necessary steps to ensure the establishment of uniform conveyance rates on the basis of weight and distance.

2. The basic rate applicable to the settlement of accounts between Administrations in respect of air conveyance is fixed at 1 millieme of a franc as a maximum per kilogramme of gross weight and per kilometre. This rate is applied proportionally to fractions of a kilogramme.

3. If two Countries are linked by more than one air line, the conveyance rates are fixed according to the average distance between the respective airports and the importance of the lines from the point of view of international traffic.

4. Any Country which, within its own territory, forwards or re-forwards an air parcel by air is entitled to a special remuneration for that conveyance. This remuneration must be calculated, for each air parcel actually forwarded or reforwarded by air, on the basis laid down in § 2, according to the average length of the sectors of the internal air system of the Country adopted for the letter post service. It should be the same for each internal sector whatever that sector may be.

5. As an exception to the principle stated in § 4, Administrations may apply this special remuneration without discrimination to every air parcel addressed to or originating in their territory.

6. The Administrations of Countries flown over are not entitled to any remuneration for air parcels conveyed by air over their territory.

ARTICLE 13

Reduction or increase of the land rate

1. Administrations have the option of reducing or increasing simultaneously their outward land rate and their inward land rate but not, consequently, their transit land rate.

2. Any such modification must :

- a) come into force only on the 1st of January or the 1st of July ;
- b) be notified at least three months in advance to the Swiss Postal Administration ;
- c) remain in force for one year at least.

3. The increase, where applied, must not exceed, in the case of the weight steps up to 10 kg., one half of the outward and inward land rate laid down in Article 10, § 1. The reduction may be fixed at the wish of the Administrations concerned.

ARTICLE 14

Reduction or increase of the sea rate

1. Administrations have the option of increasing by 50% at most the sea rate laid down in Article 11, § 1. On the other hand, they may reduce it as they wish.

2. This option is subject to the conditions laid down in Article 13, § 2.

3. In the case of an increase, this must also be applied to parcels originating in the Country to which belong the services effecting the sea conveyance ; nevertheless, this obligation does not apply either in the relations between a Country and its colonies, overseas territories, etc., or in the reciprocal relations of those colonies, overseas territories, etc.

ARTICLE 15

Exceptional outward and inward rate

Subject to compliance with the conditions laid down in Article 13, § 2, each Administration has the option of applying simultaneously to every parcel sent from or addressed to its offices an exceptional outward and inward rate of 25 centimes.

ARTICLE 16

Supplementary charges

1. The parcels indicated below are subject to supplementary charges of which the rates are fixed as follows :—

a) express parcels :

- 1° normal case : supplementary charge of 80 centimes, fully paid in advance at the time of posting, even if the parcel cannot be delivered by special messenger but only the advice of arrival ; this charge is called the express charge ;

2° exceptional case where the address of the addressee is situated outside the local delivery area of the office of destination : the express charge may be increased by a charge called "the additional express charge", which is collected on delivery and remains payable even if the parcel is returned to origin or redirected ; this additional charge must not exceed that fixed in the internal service of the Country of destination ;

b) fragile and cumbersome parcels : a supplementary charge equal to 50% of the principal charge increased, where appropriate, by the rates mentioned in Article 15 or in the Final Protocol ; nevertheless, the air rate in respect of these parcels must not be increased ; if need be, the total charge is rounded up to the next 5 centimes.

2. The scale of the following supplementary charges which Administrations are permitted to collect is fixed in accordance with the table annexed to this Article :

- a) Customs clearance charge, collected by the Administration of destination either for submission to Customs and Customs clearance or for submission to Customs only ; in the absence of other arrangements, the charge is collected at the time of the delivery of the parcel to the addressee ;
- b) delivery charge ; this charge may be collected by the Administration of destination as often as the parcel is tendered for delivery at the address ; nevertheless, in the case of express parcels, it may be collected only in respect of each tender for delivery after the first ;
- c) advice of non-delivery charge, collected under the conditions laid down in Article 22, § 3 ;
- d) advice of arrival charge, collected by the Administration of destination, when its internal legislation obliges it to do so and when that Administration does not undertake delivery to the place of address, in respect of every advice (the first as well as subsequent advices) which is in fact delivered to the address of the addressee, except for the first advice of express parcels ;
- e) repacking charge, collected by the Administration of the first of the Countries in whose territory a parcel has to be repacked in order to protect its contents ; it is recovered from the addressee or, where appropriate, the sender ;
- f) storage charge, collected by the Administration of destination on every parcel which has not been taken possession of within the prescribed periods whether the parcel is addressed *poste restante* or to a place of address ;
- g) advice of delivery charge, when the sender asks for an advice of delivery under the conditions laid down in Article 69 of the Convention ;
- h) advice of embarkation charge, collected, in relations between Countries whose Administrations agree to provide this service, when the sender requests that an advice of embarkation be sent to him ;
- i) enquiry charge, mentioned in Article 25, § 4 ;
- j) charge for delivery free of charges, collected as commission on parcels which are to be delivered free of charges and paid by the sender in favour of the Administration of destination ;
- k) charge for a request for delivery free of charges, collected from the sender at the time the request is made, when this is done after the parcel has been posted ;
- l) charge for a request for withdrawal from the post or alteration of address.

ANNEX TO ARTICLE 16

Scale of supplementary charges as defined in § 2

Description of charge 1	Amount 2	Observations 3
<i>a)</i> Customs clearance charge	1 franc at most, for each parcel	
<i>b)</i> Delivery charge	The same charge as in the internal service	With a maximum of 60 centimes for each parcel
<i>c)</i> Advice of non-delivery charge	40 centimes at most	When his instructions are to be sent by air or by telegraph the sender must pay, in addition, the charge in respect of the air conveyance or the telegraphic charge, as the case may be
<i>d)</i> Advice of arrival charge	At most, a charge equal to that for an ordinary letter of the first weight step in the internal service	
<i>e)</i> Repacking charge	50 centimes at most, for each parcel	This charge may be levied once only in the course of transmission from beginning to end
<i>f)</i> Storage charge	Charge collected at the rate laid down by internal legislation	With a maximum of 5 francs
<i>g)</i> Advice of delivery charge	<i>a)</i> at the time of posting 40 centimes at most, and <i>b)</i> after posting 60 centimes at most	This charge is added to the air surcharge if the sender has asked that his request should be sent by air
<i>h)</i> Advice of embarkation charge	40 centimes for each parcel	
<i>i)</i> Enquiry charge	60 centimes at most	
<i>j)</i> Charge for delivery free of charges	40 centimes at most, for each parcel	This charge is added to the charge prescribed under <i>a)</i> ; it is collected from the sender for the benefit of the Administration of destination
<i>k)</i> Charge for a request for delivery free of charges	40 centimes at most, for each parcel	This charge is added to the air surcharge or to the charge for the telegram if the sender has asked that his request should be sent by air or by telegraph
<i>l)</i> Charge for a request for withdrawal from the post or alteration of address	40 centimes at most	This charge is added to the air surcharge or to the charge for the telegram if the sender has asked that his request should be sent by air or by telegraph

ARTICLE 17

Charge for parcels classed in a higher weight step

To be admitted in the service between Administrations adopting the limits prescribed in Article 104, § 1, f), 3° of the Regulations and not allowing the conveyance of cumbersome parcels, parcels, which for their weight have a volume larger than the prescribed limits, are subject to the charges applicable to the weight step corresponding to their volume. In this case, the parcels shall not exceed the maximum limits of volume allowed in the service between these Administrations.

ARTICLE 18

Non-postal fees

1. Administrations of destination are authorised to collect, from the addressees, all non-postal fees, notably Customs duty, to which the items are subjected in the Country of destination.

2. Administrations undertake to use their good offices with the competent authorities in their Countries with a view to the cancellation of the non-postal fees (including Customs duty) in the case of a parcel :

- a) returned to origin ;
- b) abandoned by the sender ;
- c) destroyed because of total damage of the contents ;
- d) redirected to a third Country ;
- e) lost, tampered with or damaged in their service.

SECTION III

OPERATIONS FOLLOWING THE ARRIVAL OF THE PARCELS AT
THE OFFICE OF DESTINATION

ARTICLE 19

General rules for delivery. Periods of retention

1. As a general rule, parcels are delivered to the addressees as soon as possible and in accordance with the provisions in force in the Country of destination.

2. Administrations take every step to speed up as much as possible the clearance through the Customs of air parcels.

3. Every parcel of which the arrival has been notified to the addressee is held at his disposal for a fortnight or, at most, for a month from the day after that on which the advice is sent ; exceptionally, this period may be extended if the internal regulations of the Administration of destination permit.

4. When it has not been possible to send an advice of arrival, the period of retention is that prescribed by the internal regulations of the Country of destination ; this period, applicable also to parcels addressed *poste restante*, must not, as a general rule, exceed five months for distant Countries (within the meaning of Article 120 of the Detailed Regulations of the Convention) and three months for others ; return of the parcel to the office of origin should take place within a shorter period if the sender has requested it in a language known in the Country of destination.

5. The periods of retention prescribed in §§ 3 and 4 are applicable, in the case of redirection, to parcels to be delivered by the new office of destination.

ARTICLE 20

Withdrawal from the post. Alteration of address

The sender of a parcel may, under the conditions laid down in Article 58 of the Convention, ask for its return to origin or to have its address altered, provided he guarantees payment of the amounts due for any further transmission under the provisions of Article 21.

ARTICLE 21

Redirection. Return to origin

1. Redirection in consequence of a change of address by the addressee or of an alteration of address effected under Article 20 may take place either within the Country of destination or out of that Country.

2. Redirection within the Country of destination may be effected at the request of the sender, at the request of the addressee, or, if the regulations of that Country permit, officially.

3. Redirection out of the Country of destination may be effected only at the request of the sender or of the addressee ; in this case the parcel must comply with the conditions required for the further transmission.

4. Redirection under the conditions set out above may also take place by air at the request of the sender or the addressee, provided that payment of the air charge in respect of the further transmission is guaranteed ; the same applies in the case of return to origin, when this has been requested by the sender.

5. The sender may forbid any redirection.

6. For the first and any subsequent redirection of each parcel, the following may be collected :

- a) the charges authorised by the internal regulations of the Administration concerned for such redirection, in the case of redirection within the Country of destination ;
- b) the charges and fees entailed in the further transmission, in the case of redirection out of the country of destination.

7. Redirection charges are collected from the addressee or, where appropriate, from the sender, or from the Administration responsible for an error causing redirection, without prejudice to the payment of the postal or non-postal charges and fees which the Administrations of previous destination have not agreed to cancel.

8. The provisions of §§ 6 and 7 apply to mis-sent parcels which have to be reforwarded, as well as to parcels returned to origin under Articles 7, 20 and 22 § 4.

ARTICLE 22

Non-delivery to the addressee

1. After receipt of the advice of non-delivery mentioned in Article 5, a) and b) it rests with the sender, or the third party concerned, to give his instructions, which may only be those authorised by the said Article, c) to h), and, in addition, the following :

- a) notify the addressee once more ;
- b) correct or complete the address ;

- c) where a cash on delivery parcel is concerned :
- 1° deliver it to a person other than the addressee against payment of the amount indicated ;
 - 2° deliver it to the original addressee or to another addressee without collecting the trade charge or against payment of a sum less than the original sum ;
- d) deliver the parcel free of charges either to the original addressee or to another addressee.

2. Provided that no instructions have been received from the sender, the Administration of destination is authorised to deliver the parcel to the addressee originally indicated or, where appropriate, to another addressee indicated later, or to redirect the parcel to a fresh address. After receipt of fresh instructions, these alone are valid and to be carried out. They may be sent by air if the sender or the third party pays the corresponding air surcharge.

3. The sending of the instructions mentioned in § 1 gives rise to the collection, either from the sender or from the third party, of the charge mentioned in Article 16, § 2, c) ; when the advice relates to several parcels posted at the same time at the same office by the same sender and addressed to the same addressee the charge is collected once only.

4. In the undermentioned circumstances, every parcel which it has not been possible to deliver is returned forthwith to the office of origin :

- a) the sender has not complied with the provisions of Article 5 ;
- b) the sender (or the third party referred to in Article 5, b)) has made an unauthorised request ;
- c) the sender (or the third party) refuses to pay the charge authorised in § 3 ;
- d) the instructions of the sender, or of the third party, have not achieved the desired result, whether these instructions were given at the time of posting or after receipt of the advice of non-delivery ;
- e) within a period of two months from the despatch of an advice of non-delivery, the office which prepared that advice has not received adequate instructions from the sender or the third party ; this period is extended to four months in the service between distant Countries ;
- f) within the same periods, the instructions of the sender or of the third party have not reached the office of destination.

5. Where possible, a parcel is returned by the same route as it followed on the outward journey ; nevertheless, an air parcel is not returned by air unless the sender has guaranteed the payment of the charges for air conveyance.

6. Every parcel returned to origin under this Article is subject to the redirection charges laid down in Article 21, § 6, b) and to the charges and fees which have not been cancelled.

7. If the sender has abandoned a parcel which it has not been possible to deliver to the addressee, that parcel is treated by the Administration of destination according to its own legislation.

ARTICLE 23

Sale. Destruction

Those articles contained in a parcel of which the early deterioration or decay is to be feared, and those articles only, may be sold immediately, even in course of transmission on either the outgoing or the return journey, without prior notice or legal formality, on behalf of the entitled person ; if, for any reason whatsoever, sale is impossible, the spoilt or decayed articles are destroyed.

ARTICLE 24

Recovery of costs from the sender

1. The sender of a parcel which has not been delivered to the addressee has to pay the conveyance and other costs incurred by Administrations as a result of the non-delivery, even if the parcel has been abandoned, sold or destroyed.

2. The office of posting may, whenever it seems advisable, collect a deposit to cover these costs.

ARTICLE 25

Enquiries and requests for information

1. Each Administration is bound to accept enquiries and requests for information relating to any parcel posted in the service of another Administration.

2. Enquiries are entertained only within a period of a year from the day after that on which the parcel was posted.

3. Requests for information initiated by an Administration are in order and must be dealt with, provided only that they reach the Administration concerned within a period of eighteen months from the date the parcels were posted.

4. Unless the sender has paid in full the advice of delivery charge prescribed in Article 16, § 2, g), each enquiry or request for information is subject to the collection of an "enquiry" charge at the rate laid down in Article 16 (annexed table, i)). Enquiries or requests for information are transmitted under the conditions laid down in Article 67, § 4, of the Convention.

5. If the enquiry or request for information relates to several parcels posted at the same time at the same office by the same sender and addressed to the same addressee and sent by the same route, this charge is only collected once ; it is refunded if the enquiry or request for information has been occasioned by a service error.

CHAPTER III

SPECIAL PROVISIONS FOR CERTAIN CATEGORIES OF PARCELS

SECTION I

INSURED PARCELS

ARTICLE 26

Insured value

1. The following rules govern the insured value of insured parcels :

a) as regards postal Administrations:

1° the option of each Administration to limit the insured value, so far as it is concerned, to an amount which must not be less than 1000 francs ;

2° the obligation, in the service between Countries whose Administrations have adopted different limits, on all parties to observe the lowest limit ;

b) as regards senders :

1° the prohibition against insuring the parcel for a value exceeding the actual value of its contents ;

2° the option to insure part only of the actual value of the contents of the parcel.

2. Fraudulent insurance for a value greater than the actual value of the parcel is liable to the legal proceedings prescribed by the legislation of the Country of origin.

ARTICLE 27

Insurance fee and special charge

1. Insured parcels are subject to an ordinary insurance fee which is collected by the office of posting. This fee is added to the charges and fees authorised in Chapter II, Section II, of this Agreement and is calculated in accordance with one or other of the following formulae :

a) First formula	For each 200 francs or fraction of 200 francs of insured value	5 centimes for each Administration participating in the land conveyance ; 10 centimes for each sea service used 10 centimes for each air service used
b) Second formula	For each 200 francs or fraction of 200 francs of insured value	50 centimes at most

2. In addition, the collection of the following charges or fees is authorised :

a) by Administrations which undertake to cover the risks arising from causes beyond control, a fee " for risks from causes beyond control " to be fixed so that the sum of this fee and the normal insurance fee does not exceed the maximum prescribed in § 1, b), second formula ;

b) optionally, by the Administration of origin, a despatch charge equal, at most, to 50 centimes for each insured parcel.

3. Exceptionally, the air insurance fee collected in respect of conveyance by air services which involve extraordinary risks is fixed, in each individual case, by the Administration concerned ; the aggregate fee referred to in § 1, b), second formula, may then be increased accordingly.

ARTICLE 28

Other provisions concerning insured parcels

A receipt shall be handed over free of charge to every sender of an insured parcel at the time of posting.

SECTION II

URGENT PARCELS

ARTICLE 29

Charges for urgent parcels

1. Urgent parcels are subject to a principal charge double that applicable to ordinary parcels : where appropriate the exceptional outward and inward rate provided for in Article 15 is also doubled.

2. Urgent air parcels are subject to a single air rate, that is to say, not doubled.

SECTION III

PRISONER OF WAR AND INTERNEE PARCELS

ARTICLE 30

Exemption from charges of prisoner of war and internee parcels

Prisoner of war and internee parcels enjoy, under the same conditions, the exemptions from charges accorded to postal items by Article 39 of the Convention, except as regards the air rates applicable to air parcels.

ARTICLE 31

Other special provisions for prisoner of war and internee parcels

Prisoner of war and internee parcels are, as regards the other special provisions applicable to them, governed by Articles 33, *h*), and 43, § 4.

CHAPTER IV

RESPONSIBILITY

SECTION I

GENERAL PRINCIPLES

ARTICLE 32

Extent and limits of responsibility of postal Administrations

1. Postal Administrations are answerable for the loss of, theft from and damage to parcels, except in the circumstances provided for in Article 33. When the loss, theft or damage occurs in the service of an air undertaking the Administration of the Country which collects the transport charges reimburses the Administration of origin for the indemnity paid to the sender.

2. Administrations cease to be responsible for parcels which they have delivered under the conditions prescribed by their internal regulations for items of the same kind.

3. Nevertheless, the responsibility of Administrations is maintained if, at the time of delivery of a parcel that has been tampered with or damaged, reservations are made either by the addressee, or, in the case of a parcel returned to origin, by the sender.

ARTICLE 33

Exceptions to the principle of responsibility

Administrations are relieved of all responsibility :

- a) when there are circumstances beyond control ; nevertheless, responsibility still rests with the Administration of origin if it has undertaken to cover risks arising from causes beyond control (Article 27, § 2, a) ; the Administration responsible for the loss, theft or damage shall decide whether, in the light of the internal legislation of its Country, this loss, theft or damage is due to circumstances attributable to a cause beyond control ; these circumstances are notified to the Administration of origin for its information ;
- b) when they cannot account for parcels owing to the destruction of official records through a cause beyond control, provided that proof of their responsibility has not been otherwise established ;
- c) when the damage has been caused by the fault or negligence of the sender or arises from the nature of the contents ;
- d) where it is a question of parcels whose contents fall within the prohibitions specified in Article 6, a), 2°, 3°, 5°, 6° and 7° and b), insofar as these parcels have been confiscated or destroyed by the competent authority on account of their contents ;
- e) where it is a question of parcels which have been fraudulently insured for a sum greater than the actual value of the contents ;
- f) where it is a question of parcels seized under the internal legislation of the Country of destination ;
- g) when the sender has made no enquiry within the period prescribed in Article 25, § 2 ;
- h) where it is a question of prisoner of war or internee parcels.

ARTICLE 34

Responsibility of the sender

When damage has been caused to a parcel by one or more other parcels the sender or senders of these other parcels are answerable, within the same limits as Administrations themselves, provided the source of the damage has been properly established and there has been neither fault nor negligence on the part of Administrations or carriers ; where appropriate it rests with the Administration of origin to take action against the sender.

ARTICLE 35

Compensation

1. The sender is entitled to an indemnity called " compensation " equal, in principle, to the actual amount of the loss, theft or damage ; indirect loss or loss of profits is not taken into consideration.

2. Nevertheless, this indemnity may in no case exceed :
 - a) for insured parcels, the amount, in gold francs, of the insured value ;
 - b) for other parcels, the following amounts :
 - 10 francs per parcel up to 1 kilogramme
 - 15 francs per parcel above 1 up to 3 kilogrammes
 - 25 francs per parcel above 3 up to 5 kilogrammes
 - 40 francs per parcel above 5 up to 10 kilogrammes
 - 55 francs per parcel above 10 up to 15 kilogrammes
 - 70 francs per parcel above 15 up to 20 kilogrammes.

3. The indemnity is calculated in accordance with the current price, converted into gold francs, of goods of the same kind at the place and time at which the parcel was accepted for conveyance ; failing the current price, the indemnity is calculated in accordance with the ordinary value of goods whose value is assessed on the same bases.

4. Where an indemnity is due for the loss, total theft or total damage of a parcel, the sender is also entitled to the repayment of the charges and fees paid, with the exception of the insurance fees ; the same applies to items refused by the addressees because of their bad condition, if that is attributable to the postal service and involves its responsibility.

5. When the loss, total theft or total damage arises from circumstances beyond control which do not give rise to indemnification, the sender is entitled to the repayment not only of the land, sea and air rates appropriate to any sector not traversed by the parcel, but also of the charges, whatever their nature, relating to a service paid for in advance but not rendered.

6. The indemnity is paid to the addressee when he claims it either after having made reservations in taking delivery of a parcel that has been tampered with or damaged or if he proves that the sender has waived his rights in his favour.

ARTICLE 36

Mutual responsibility of postal Administrations

1. Until the contrary is proved, responsibility rests with the Administration which, having received a parcel without comment and being provided with all the prescribed means of enquiry, cannot prove either delivery to the addressee or, where appropriate, regular transfer to the next Administration.

2. Until the contrary is proved and subject to the provisions of § 3, no responsibility rests with the intermediate Administrations or the Administration of destination :

- a) when they have observed the provisions of Articles 134, §§ 1 and 2, and 135 of the Detailed Regulations ;
- b) when they can prove that they were informed of the enquiry after the expiry of the prescribed period of retention of the official records relating to the parcel in question ; this reservation does not prejudice the rights of the enquirer.

3. a) Responsibility rests equally on the Administrations concerned if the loss, theft or damage occurs in course of conveyance without it being possible to determine in which Country or service it occurred ;
- b) if the theft or damage has been established in the Country of destination or, in the case of return to sender, in the Country of origin, it rests with the Administration of one or other of these Countries to prove :
 - 1° that neither the packing nor the fastening of the parcel showed any defect ;
 - 2° that, in the case of an insured parcel, the weight had not altered by comparison with that recorded at the time of posting ;
 - 3° that, in the case of parcels forwarded in closed receptacles, both the receptacles and their fastenings were intact ;
- c) when such proof is forthcoming none of the other Administrations concerned may, for the purpose of repudiating its share of responsibility, argue that it handed over the parcel without the receiving Administration having made any reservation.

4. As regards insured parcels, the responsibility incurred by an Administration towards other Administrations on account of the loss of, theft from, or damage to the contents of such parcels is in no case binding beyond the maximum insured value that it admits.

5. When a parcel has been lost, tampered with or damaged in circumstances beyond control, the Administration within whose territorial limits or in whose services the loss, theft or damage occurred is not responsible towards the Administration of origin unless the two Administrations undertake to cover risks arising from a cause beyond control.

6. The non-postal fees of which it has not been possible to secure cancellation are borne by the Administrations responsible for the loss, theft or damage.

SECTION II

INDEMNITY FOR LOSS SUSTAINED

ARTICLE 37

Payment of the indemnity

1. Subject to its right to make a claim on the Administration which is responsible, payment of the indemnity for loss sustained as well as the repayment of charges and fees rests with the Administration of origin or, for the purpose of Article 35, § 6 only, the Administration of destination.

2. Payment must be made as soon as possible and, at the latest, within a period of six months from the day following the date of the enquiry.

3. When the Administration responsible for the payment does not undertake to cover risks arising out of causes beyond control and when at the end of the period prescribed in § 2 no decision has yet been reached on the question of whether the loss, theft or damage is due to such causes, payment may, exceptionally, be postponed beyond that period.

4. The Administration of origin or destination, as the case may be, is authorised to settle with the entitled person at the expense of whichever of the other Administrations sharing in the conveyance has been duly informed, and has allowed five months to pass without settling the matter.

ARTICLE 38

Possible recovery of the indemnity from the sender or addressee

1. If, after payment of the indemnity, a parcel or part of a parcel previously considered as lost is found, the addressee and the sender are informed of the fact ; the latter is further advised that he may take delivery of it within a period of three months on repayment of the indemnity for loss sustained previously paid. If the sender has not claimed the parcel at the end of that period the same approach is made to the addressee.

2. If, despite this second approach, the parcel is not claimed by the addressee, it becomes the property of the Administration or, where appropriate, the Administrations which bore the loss.

ARTICLE 39

Recovery of payments from the postal Administrations responsible

1. The Administration or Administrations which have to bear the indemnity for the loss sustained, because their responsibility for the loss of, theft from, or damage to, a parcel has been established, are bound to pay the amount of such compensation to the Administration which has made the payment under Article 37 and which is called the " paying Administration ".

2. This payment must be made within a period of four months from the receipt of the notification of payment of the indemnity.

3. The paying Administration may only claim reimbursement of the indemnity which it has paid from the Administration responsible within a period of one year either from the date of despatch of the notification of the loss, theft or damage, or, where appropriate, from the date of expiry of the period prescribed in Article 37, § 4.

4. If the indemnity is to be borne by several Administrations, it must be paid in full to the paying Administration within the period mentioned in § 2 ; this payment is made by the first Administration which, having duly received the parcel from the preceding Administration, is unable to prove its regular transfer to the next ; it rests with this first Administration to recover from the other Administrations responsible the share falling to each one of them of the compensation paid to the entitled person.

5. When responsibility has been admitted, as well as in the case provided for in Article 37, § 4, the amount of the indemnity is recovered as a matter of course, by means of an account, from the Administration responsible, either directly or through the intermediary of the first transit Administration, which claims credit in its turn from the next Administration, the operation being repeated until the sum paid has been debited to the Administration responsible ; where appropriate, the provisions of the Detailed Regulations relating to the drawing up of accounts should be observed.

6. The creditor Administration is reimbursed in accordance with the provisions of Article 42 of the Convention.

7. The Administration whose responsibility is duly proved and which has at first declined to pay the indemnity must assume all additional costs resulting from the unwarranted delay in payment.

8. The paying Administration takes over the rights, up to the amount of the indemnity paid, of the person who has received it in any action which may be taken against the addressee, the sender or third parties.

9. If the sender or the addressee has taken delivery, on repayment of the indemnity for the loss sustained, of a parcel or part of a parcel lost but subsequently found, the indemnity is refunded to the paying Administration or, if a settlement of accounts has been made, to the Administrations which bore the loss.

CHAPTER V

ALLOCATION OF CHARGES AND FEES

ARTICLE 40

General principle of the allocation of charges and fees

An allocation of charges and fees is made in respect of each parcel.

ARTICLE 41

Charges credited to other Administrations by the Administration of origin

1. The Administration of origin credits :

a) the Administration of destination with :

- 1° the land, sea and air rates which are due to it (as regards parcels admitted by virtue of the provisions of Article 17 : the land and sea rates are those for the weight steps corresponding to their volume) ;
- 2° the exceptional rates authorised by the present Agreement or by the Final Protocol annexed thereto ;
- 3° the sums due to the Administration of destination out of the supplementary charges authorised in Article 16, § 1, b) ;
- 4° those shares due to the Administration of destination of charges (principal charge and, where appropriate, exceptional outward and inward rates and supplementary charges) included in the sums to be collected for urgent parcels ;
- 5° the express charge ;

b) each intermediate Administration with :

- 1° its land, sea and air rates (as regards parcels admitted by virtue of the provisions of Article 17 : the land and sea rates are those for the weight steps corresponding to their volume) ;
- 2° its share of the supplementary charges authorised in Article 16, § 1, b) ;
- 3° its shares of the charges (principal charge and supplementary charges) included in the sums to be collected for urgent parcels ;

- c) the Administration of destination and, where appropriate, the intermediate Administrations, for insured parcels, with a share of the insurance fee fixed for each 200 francs or fraction of 200 francs of insured value at :
- 5 centimes for land conveyance ;
 - 10 centimes for sea conveyance ;
- this share is paid to every Administration whose services take part in the conveyance, and, if necessary, as regards sea conveyance, for each service used ;
- d) the Administration of destination which provides air conveyance within the territory of its Country, and, where appropriate, each intermediate Administration which takes part in the air conveyance beyond the frontiers of its Country, for insured air parcels, except in the case of services involving extraordinary risks, with a share of the air insurance fee equal to 10 gold centimes for each 200 francs or fraction of 200 francs of insured value ;
- e) the Administration controlling the port of embarkation with half the charge for advice of embarkation.

2. If air parcels are lost or destroyed on a flight as a result of an accident to the carrying aircraft, or for any other cause for which the responsibility rests with the air transport undertaking, no rate is payable for the costs of air conveyance for any part of the flight of the line employed, in respect of the air parcels lost or destroyed.

3. In the case of transmission by closed mails, the Administration of origin may agree with the Administration of destination, and with any intermediate Administrations, to credit them with sums calculated for each kilogramme of gross weight of the mails instead of with the rates, shares or charges mentioned in § 1, a) and b)

ARTICLE 42

Charges retained by the collecting Administration

The following are retained in their entirety by the Administration, called the "collecting Administration", which has collected them :

- a) the following charges provided for in Article 16, § 2 :
- Customs clearance charge,
 - delivery charge,
 - advice of non-delivery charge,
 - advice of arrival charge,
 - storage charge,
 - advice of delivery charge,
 - charge for delivery free of charges,
 - charge for request for delivery free of charges,
 - enquiry charge ;
- b) the charges or surcharges collected under the combined provisions of Article 20 of this Agreement and Article 58 of the Convention for every request for the withdrawal of a parcel from the post or for alteration of address ;
- c) the despatch charge collected under Article 27, § 2, b).

ARTICLE 43

Special cases of the allocation of charges

1. The charge for internal redirection (Article 21, § 6, *a*) accrues to the Administration in whose territory that redirection took place, even in the event of subsequent redirection out of that Country or return to origin.

2. The express charge is allocated :

- a*) to the Administration of the Country of the original destination, when the express parcel has been redirected out of that Country, if delivery by special messenger has been attempted or, no such attempt having been made, if the Administration of the new destination does not provide delivery by special messenger ;
- b*) to the Administration of the original destination, if the express parcel has been returned to origin without having been redirected ;
- c*) to the Administration of the new destination, if it provides delivery by special messenger and if the Administration of the original destination has not attempted delivery by special messenger.

3. In the case of further redirection, the express charge is allocated in accordance with the principles of § 2 ; it is thus allocated to the Administration of the original destination, of the next destination or that of the ultimate destination as the case may be.

4. Prisoner of war and civilian internee parcels do not give rise to any remuneration in favour of any Administration whatsoever, except as regards the air rates applicable to air parcels.

5. The repacking charge accrues to the Administration controlling the office which did the repacking.

ARTICLE 44

Recovery of charges and fees

1. In the event of return to origin or redirection, the Administration which returns or redirects the parcel recovers from the next Administration :

- a*) the shares of charges due to it ;
- b*) the following charges provided for in Article 16 :
 - Customs clearance charge,
 - delivery charge,
 - advice of arrival charge,
 - repacking charge,
 - storage charge ;
- c*) the redirection charge provided for in Article 21, § 6, *a*) ;
- d*) the non-postal fees which it has incurred (Article 18) ;
- e*) nevertheless, in the case of parcels returned to origin or redirected by air, the air rates are, where necessary, recovered from the Administration of the Country from which the request for return or redirection emanates.

2. The principles laid down in § 1 apply to each intermediate Administration.

3. In the event of return to origin or redirection of an express parcel, the additional express charge (Article 16, § 1, a), 2°) due to the Administration of destination is recovered from the next Administration by the Administration which has attempted delivery if it has not been collected at the time of presentation of the parcel at the place of address of the addressee.

4. The costs referred to in Article 24 are recovered from the Administration of origin.

5. In the air parcel service, in the event of a forced landing or a missed connexion, the Administrations which ensure the reforwarding of air parcels claim their air rates from the Administration of origin.

CHAPTER VI

MISCELLANEOUS PROVISIONS

ARTICLE 45

Application of the Convention

1. Except where it expressly provides for derogations and special or supplementary provisions, this Agreement shall not stand in the way of the application of any of the provisions of the Universal Postal Convention.

2. When a member-Country of the Union expresses outside Congress a desire to become a party to this Agreement and asks to be allowed to collect exceptional outward and inward rates on a higher scale than that authorised by Article 15, the International Bureau submits the request to all the member-Countries signatory to the Agreement ; if, within a period of six months, more than one-third of these member-Countries do not pronounce against the request it is considered to be admitted.

3. By reference to Article 29, § 2, of the Convention it is clear that, to become effective, proposals made in the interval between Congresses in accordance with Article 27, § 1, of the Convention, must obtain :

- a) the unanimity of the votes, if they involve either the addition of new provisions or an amendment of principle of the Articles of this Agreement, its Final Protocol or the final Article of its Detailed Regulations ;
- b) two-thirds of the votes, if they involve an amendment of principle of the Detailed Regulations, with the exception of the final Article ;
- c) the majority of the votes, if they involve :
 - 1° the interpretation of the provisions of this Agreement, its final Protocol and its Detailed Regulations except in the case of a disagreement to be submitted to arbitration as provided for in Article 33 of the Convention ;
 - 2° editorial amendments to be made to the Acts specified in 1°.

ARTICLE 46

Parcels addressed to or originating in Countries not participating in the Agreement

1. The Administrations of Countries participating in this Agreement which maintain an exchange of parcels with the Administrations of non-participating Countries shall allow, in the absence of any opposition on the part of the latter, the Administrations of all the participating Countries to avail themselves of these services.

2. For transit by the land, sea and air services of the Countries participating in the Agreement, parcels addressed to or originating in a non-participating Country are treated in the same way as parcels exchanged between participating Countries so far as the amount of the land, sea and air rates are concerned.

CHAPTER VII

FINAL PROVISIONS

ARTICLE 47

Entry into force and duration of the Agreement

The present Agreement shall come into force on the 1st of April, 1959 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 Canada and of which a copy shall be delivered to each Party.

Done at Ottawa, the 3rd of October, 1957.

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

[For the names of the plenipotentiaries, see United Nations, Treaty Series, Vol. 364, pp. 197 to 207.]

Afghanistan
People's Republic of Albania
Germany
Kingdom of Saudi Arabia
Argentine Republic
Austria
Belgium
Belgian Congo
Soviet Socialist Republic of Byelorussia
Bolivia
United States of Brazil
People's Republic of Bulgaria
Cambodia
Ceylon
Chile
China
Republic of Colombia
Republic of Korea
Republic of Costa Rica
Republic of Cuba
Denmark
Dominican Republic
Egypt
Republic of El Salvador
Ecuador
Spain
Spanish Territories in Africa
Ethiopia
Finland
France
Algeria
Whole of the territories represented by the French Office of Overseas Posts and Telecommunications
United Kingdom of Great Britain and Northern Ireland, including the Channel Islands and the Isle of Man
Whole of the British overseas territories, including the colonies, the protectorates and the Territories under trusteeship exercised by the Government of the United Kingdom of Great Britain and Northern Ireland
Greece
Guatemala
Republic of Haiti
Republic of Honduras
Hungarian People's Republic

India
Republic of Indonesia
Iran
Iraq
Irish Republic
Republic of Iceland
Italy
Territory of Somalia under Italian Administration
Japan
Hashemite Kingdom of Jordan
Laos
Lebanon
Republic of Liberia
Libya
Luxembourg
Morocco
Mexico
Principality of Monaco
Nicaragua
Norway
Pakistan
Republic of Panama
Paraguay
Netherlands
Netherlands Antilles and Surinam
Peru
People's Republic of Poland
Portugal
Portuguése Provinces in West Africa
Portuguese Provinces in East Africa, Asia and Oceania
Romanian People's Republic
Republic of San Marino
Republic of Sudan
Sweden
Swiss Confederation
Syria
Czechoslovakia
Thailand
Tunisia
Turkey
Soviet Socialist Republic of Ukraine
Union of Soviet Socialist Republics
Eastern Republic of Uruguay
State of the City of the Vatican
Republic of Venezuela
Viet-Nam
Yemen
Federal People's Republic of Yugoslavia

FINAL PROTOCOL TO THE AGREEMENT

At the moment of proceeding to sign the Agreement concerning Postal Parcels concluded this day, the undersigned Plenipotentiaries have agreed the following :

SECTION I

GENERAL PROVISIONS

ARTICLE I

Operation of the service by transport undertakings

1. Any Country whose postal Administration does not at present undertake the conveyance of parcels and which is a party to the Agreement has the option of arranging for its provisions to be implemented by railway and shipping undertakings. It may, at the same time, limit this service to parcels originating in or addressed to places served by these undertakings.

2. The postal Administration of such a Country shall make arrangements with the railway and shipping undertakings to ensure the complete implementation by them of all the provisions of the Agreement, with special reference to the arrangements for the exchange of parcels.

3. The postal Administration acts as intermediary for them in all their relations with the Administrations of the other contracting Countries and with the International Bureau.

ARTICLE II

Transit

1. Notwithstanding Article 34 of the Convention, the right not to undertake the conveyance of parcels in transit across their territory is for the time being granted to Afghanistan, Iran, and the Portuguese Provinces in Africa.

2. India is authorised to collect in respect of all parcels transiting Indian ports the land rates prescribed in Article 10 of the Agreement, in addition to the sea rates due to her.

ARTICLE III

Withdrawal from the post. Alteration of address. Delivery free of charges requested after the posting of the parcel.

1. The provisions of Article 20 do not apply to the United Kingdom of Great Britain and Northern Ireland or to the Irish Republic : nor do they apply to those of the British Overseas Territories, including the Colonies, the Protectorates and the Territories under trusteeship exercised by the United Kingdom of Great Britain and Northern Ireland whose internal legislation does not permit the withdrawal from the post or the alteration of the address of parcels at the sender's request.

2. Of these Countries, those which accept the free of charges parcel service do not admit requests for delivery free of charges after the posting of the parcel as provided for in Article 2, § 3 c).

SECTION II

CONDITIONS OF ADMISSION

ARTICLE IV

Size and volume

1. Greece, Tunisia and Turkey in Asia have the right for the time being not to admit parcels whose size or volume exceeds the maximum authorised by the Detailed Regulations for implementing the Agreement concerning Postal Parcels, for the sea services.

2. India has the right not to admit parcels whose dimensions exceed the limits prescribed in her internal service.

ARTICLE V

Sender's instructions at the time of posting (see also Article IX below)

Notwithstanding the provisions of Article 5, g), the Soviet Socialist Republic of Byelorussia, the Soviet Socialist Republic of Ukraine and the Union of Soviet Socialist Republics have for the time being, the right not to admit parcels bearing the indication "*vente du colis aux risques et périls de l'expéditeur*" [sale of the parcel at the entire risk of sender].

ARTICLE VI

Cumbersome parcels

By application of Article 2, § 4, a) and notwithstanding the limits fixed by the Detailed Regulations :

- a) The Republic of Sudan has the right in its relations with other Countries to regard as cumbersome, parcels of which any dimension exceeds 1·10 metres or of which the sum of the length and the greatest circumference, measured in a direction other than that of the length, exceeds 1·85 metres.
- b) The United Kingdom of Great Britain and Northern Ireland, the Whole of the British Overseas Territories, including the Colonies, the Protectorates and the Territories under Trusteeship exercised by the Government of the United Kingdom of Great Britain and Northern Ireland as well as the Irish Republic have the right in their relations with other Countries to regard as cumbersome, parcels of which any dimension exceeds 1·05 metres or of which the sum of the length and the greatest circumference, measured in a direction other than that of the length, exceeds 1·80 metres.

ARTICLE VII

Pound avoirdupois

As an exceptional measure, Countries which by reason of their internal regulations are unable to adopt the metric-decimal system of weight are permitted the right to substitute for the weight steps provided for in Article 3 the following equivalents :

Up to 1 kg	Up to 2 lb
Over 1 and up to 3 kg	2-7 lb
Over 3 and up to 5 kg	7-11 lb
Over 5 and up to 10 kg	11-22 lb

ARTICLE VIII

Advice of delivery

Exceptionally, Ceylon, the United Kingdom of Great Britain and Northern Ireland, the Whole of the British Overseas Territories, including the Colonies, the Protectorates and the Territories under Trusteeship exercised by the Government of the United Kingdom of Great Britain and Northern Ireland, as well as the Irish Republic, have the right to restrict advices of delivery to insured parcels.

ARTICLE IX

Sender's instructions at the time of posting (see also Article V above)

Notwithstanding the provisions of Article 5, *a*), *b*), and *g*), Ceylon, the United Kingdom of Great Britain and Northern Ireland, the Whole of the British Overseas Territories, including the Colonies, the Protectorates and the Territories under Trusteeship exercised by the Government of the United Kingdom of Great Britain and Northern Ireland, as well as the Irish Republic have the right not to admit the procedures relating to the sending of an advice of non-delivery, or to the sale of a parcel at the entire risk of the sender.

SECTION III

TARIFFS

ARTICLE X

Exceptional land rates

For the time being the Administrations listed in tables 1 and 2 below are authorised to collect :

- a*) the outward and inward rates indicated in table 1, in place of the exceptional outward and inward rate authorised in Article 15 ;
- b*) the transit land rates indicated in table 2, in addition to the transit rates mentioned in Article 10.

1. Outward and inward rates (contd.)

No. 1	Authorised Administrations 2	Amount per parcel 3	Observations 4
10	Chile	fr. c. — .75	
11	China	— .75 ⁸⁾	⁸⁾ A rate corresponding to the tariff for postal parcels in the Chinese internal service is for the time being collected from the senders or the addressees in respect of parcels originating in or addressed to China, except Shanghai and Canton.
12	Colombia (Republic)	⁹⁾	⁹⁾ The rate may be increased to 1 franc per parcel addressed to sea ports and 1 franc per kilogramme or fraction of a kilogramme for parcels addressed to other places.
13	Dominica (Republic)	— .40	
14	El Salvador (Republic)	¹⁰⁾	¹⁰⁾ The rate is increased to 75 centimes for parcels disembarked at Cristobal (Panama Canal Zone) to be transhipped and forwarded as far as Puerto de la Libertad (El Salvador) by ships belonging neither to the same shipping company nor to the Countries of origin of the parcels. For parcels forwarded by way of Puerto Barrios and Zacapa (Guatemala) and Puerto de la Union (El Salvador) which are conveyed to the capital by the international railway of Central America, the rate is increased to the following sums: for the weight steps of 1, 3, 5 and 10 kg. : 1.75 francs ; for the weight steps of 15 and 20 kg. : 2.75 francs.
15	Ecuador	1.25	
16	Spain	— .75	
17	Ethiopia	¹¹⁾	¹¹⁾ The rate may amount to the following : fr. c. Parcels up to 1 kg. — .40 Parcels over 1 and up to 3 kg. — .70 Parcels over 3 and up to 5 kg. 1.25 Parcels over 5 and up to 10 kg. 1.70 Parcels over 10 and up to 15 kg. 2.10 Parcels over 15 and up to 20 kg. 2.50
18	Finland	— .75	
19	Territories represented by the French Overseas Office for Posts and Telecommunications	¹²⁾	¹²⁾ For the conveyance of parcels beyond the offices of exchange an internal transport charge is collected which varies according to the destination and which may not exceed the tariffs applicable to postal parcels in the internal service.
20	Great Britain and British Overseas Territories	¹³⁾	¹³⁾ The rate may amount to the following : fr. c. Parcels up to 1kg. 1.25 Parcels over 1 and up to 3 kg. 1.50 Parcels over 3 and up to 5 kg. 1.75 Parcels over 5 and up to 10 kg. 1.10

1. Outward and inward rates (contd.)

No. 1	Authorised Administrations 2	Amount per parcel 3	Observations 4																								
		fr. c.																									
37	Sweden	— .75																									
38	Thailand	— .75																									
39	Turkey in Asia	— .75 ²²⁾	²²⁾ The rate may be increased to 2 francs for parcels addressed to offices distant from railways and the coasts which are conveyed by overland carriers.																								
40	Soviet Socialist Republic of Ukraine	²³⁾	²³⁾ Outward and inward rates for parcels addressed to : <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th style="text-align: center;">USSR in Europe</th> <th style="text-align: center;">USSR in Asia</th> </tr> <tr> <th></th> <th style="text-align: center;">fr. c.</th> <th style="text-align: center;">fr. c.</th> </tr> </thead> <tbody> <tr> <td>Parcels up to 1 kg.</td> <td style="text-align: center;">— .40</td> <td style="text-align: center;">1.40</td> </tr> <tr> <td>Parcels over 1 and up to 3 kg.</td> <td style="text-align: center;">— .70</td> <td style="text-align: center;">2.20</td> </tr> <tr> <td>Parcels over 3 and up to 5 kg.</td> <td style="text-align: center;">1.—</td> <td style="text-align: center;">3.—</td> </tr> <tr> <td>Parcels over 5 and up to 10 kg.</td> <td style="text-align: center;">2.—</td> <td style="text-align: center;">6.—</td> </tr> <tr> <td>Parcels over 10 and up to 15 kg.</td> <td style="text-align: center;">3.—</td> <td style="text-align: center;">9.—</td> </tr> <tr> <td>Parcels over 15 and up to 20 kg.</td> <td style="text-align: center;">4.—</td> <td style="text-align: center;">12.—</td> </tr> </tbody> </table> <p>Throughout the whole of the territory of the USSR the same outward and inward rates are in force for postal parcels.</p>		USSR in Europe	USSR in Asia		fr. c.	fr. c.	Parcels up to 1 kg.	— .40	1.40	Parcels over 1 and up to 3 kg.	— .70	2.20	Parcels over 3 and up to 5 kg.	1.—	3.—	Parcels over 5 and up to 10 kg.	2.—	6.—	Parcels over 10 and up to 15 kg.	3.—	9.—	Parcels over 15 and up to 20 kg.	4.—	12.—
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Parcels over 10 and up to 15 kg.	3.—	9.—																									
Parcels over 15 and up to 20 kg.	4.—	12.—																									
42	Uruguay (Eastern Republic)	— .75																									
43	Venezuela (Republic)	1.25																									

2. Transit land rates

No.	Authorised Administrations	Amount of the land rate for parcels of the following weight steps					
		Up to 1 kg.	Over 1 and up to 3 kg.	Over 3 and up to 5 kg.	Over 5 and up to 10 kg.	Over 10 and up to 15 kg.	Over 15 and up to 20 kg.
1	2	3	4	5	6	7	8
		fr. c.	fr. c.	fr. c.	fr. c.	fr. c.	fr. c.
1	Argentine (Republic) ¹⁾	3.60	3.60	3.60	3.60		
2	Belgian Congo ..	— .30	— .90	1.50	3.—	4.50	6.—
3	Soviet Socialist Republic of Byelorussia ²⁾ ..						
4	Brazil (United States)	— .70	— .60	— .50			
5	Ceylon	— .60	1.—	1.65	1.95		
6	Chile ²⁾	1.25	1.25	1.25	1.25		
7	China	— .95	— .95	— .75	— .25		
8	Ecuador	— .70	— .50	— .50			
9	French Equatorial Africa	— .60	1.50	2.—	4.—	6.—	8.—
10a	Great Britain and British Territories Overseas ³⁾ except for the following :	1.—	1.10	1.20	1.40		
10b	British East Africa ³⁾ ..	1.75	2.20	2.65	2.80		
11	India	— .20	— .40	— .75	1.50		
12	Iraq	— .70	— .60	— .50	1.40	3.—	4.—
13	Libya	— .20	— .30	— .40	— .50		
14	Pakistan	— .70	— .60	— .60	— .50		
15	Peru	— .70	— .60	— .50			
16	Sudan (Republic) ..	— .90	1.40	1.90	3.80		
17	Turkey in Asia ⁴⁾ ..	2.20	2.—	2.—	1.50	1.—	— .50
18	Soviet Socialist Republic of Ukraine ²⁾ ..						
19	Union of Soviet Socialist Republics						
	a) for parcels conveyed across USSR in Europe	— .40	— .70	1.—	2.—	3.—	4.—
	b) for parcels conveyed across USSR in Asia	1.40	2.20	3.—	6.—	9.—	12.—
	c) for parcels conveyed across USSR in Europe and Asia	1.80	2.90	4.—	8.—	12.—	16.—
20	Venezuela (Republic) ..	— .70	— .60	— .50	1.—	1.50	2.—

Observations :

- 1) Only for parcels conveyed by the Trans-Andine Railway.
- 2) See under Union of Soviet Socialist Republics. Throughout the whole of the territory of the Union of Soviet Socialist Republics the same charges are in force for postal parcels.
- 3) The amounts shown in the table are to be regarded as maxima.
- 4) For parcels from and for Iran following the Trebizond-Erzeroum-Bayezid route the land rate for each weight step may be increased by a further 1.50 francs.

ARTICLE XI

Sea rates

The British Overseas Territories, including the Colonies, Protectorates and Territories under Trusteeship exercised by the Government of the United Kingdom of Great Britain and Northern Ireland are authorised to increase by 50% at the most the sea rates provided for in Articles 11 and 14.

ARTICLE XII

Supplementary rates

1. Every parcel originating in or addressed to Corsica is subject :
 - a) to a supplementary land rate equal, at most, to half the land rate applicable to all parcels originating in or addressed to the mainland of France ;
 - b) to a supplementary sea rate equal to that applicable in France for the first distance step.
2. The following supplementary conveyance rates are authorised for each parcel :

on the one hand :	Between and, on the other hand :	Authorised supplementary rates
1	2	3
The mainland of Spain	<ol style="list-style-type: none"> a) the Balearic Islands, the Spanish Territories in North Africa and the Northern Zone of Morocco b) the Canary Islands 	<ol style="list-style-type: none"> equal to the sea rate fixed for the 1st distance step equal to the sea rate fixed for the 2nd distance step

3. The Portuguese Administration has the right to collect a supplementary rate of 1.50 francs per parcel at most, for conveyance between the mainland of Portugal and the Madeira and Azores Islands.

4. Every parcel conveyed by the Iraq-Syria trans-desert motor services gives rise to the collection of a special supplementary rate fixed as follows :

Weight steps	Supplementary rates	Weight steps	Supplementary rates
1	2	1	2
kg.	fr. c.	kg.	fr. c.
up to 1	— .50	over 5 and up to 10	5.—
over 1 and up to 3	1.50	over 10 and up to 15	7.50
over 3 and up to 5	2.50	over 15 and up to 20	10.—

5. Conveyance between the offices of exchange of Goa on the one hand and the offices of exchange of Damao and Diu (Portuguese India) on the other gives rise to the collection of a supplementary rate equal to the land or sea rate included in the normal principal charge and fixed in Articles 10, § 1 and 11, § 1.

6. The conveyance of parcels between Karachi (Pakistan) on the one hand and the Pakistani offices of Ormara, Pasni and Gwadur on the other, gives rise to the collection of supplementary rates equal to the sea rates fixed in Article 11, § 1.

ARTICLE XIII

Special tariffs

1. The postal Administration of Iraq has the right to apply to parcels originating in its Country a graduated tariff corresponding to different categories of weight, on condition that the average of the charges does not exceed the normal charge, including the exceptional and the supplementary rates to which it is entitled.

2. This last option is also granted to Countries which accede to the Agreement up to the next Congress.

3. Exceptionally, the Administrations of Pakistan and the Republic of Venezuela are authorised to collect for all parcels over 1 kg. and up to 3 kg. the charge applicable to parcels over 3 and up to 5 kg.

4. The French Administration has the right invariably to treat air parcels as urgent parcels and to collect in respect of these parcels double the land rates and increases provided for in Articles 10, 13 and 15.

SECTION IV

COMPENSATION AND RESPONSIBILITY

ARTICLE XIV

Insured parcels

Notwithstanding the provisions of Article 27, certain Administrations are authorised, in accordance with the following table, to collect in respect of each insured parcel the supplementary insurance fees below :

Authorised Administrations	Fees authorised for each 200 francs or fraction of 200 francs of insured value	Insured parcels to which they apply
1	2	3
	c	
a) British East Africa	10	Parcels originating in or addressed to British East Africa or transiting British East Africa
b) Argentine (Republic)	10	Parcels originating in or addressed to the following offices : La Costa del Sur, Tierra del Fuego and neighbouring islands.
c) Belgian Congo	10	Parcels originating in or addressed to the Belgian Congo or transiting the Belgian Congo.
d) Sudan (Republic)	5	Parcels originating in or addressed to the Belgian Congo and transiting the Sudan.
e) France	15	Parcels conveyed between the mainland of France and Corsica.
f) Iraq	10	Parcels conveyed by the Iraq-Syria trans-desert motor services.

ARTICLE XV

Maximum insured value

Notwithstanding the provisions of Article 26, those of the British Overseas Territories, including the Colonies, Protectorates and Territories under Trusteeship exercised by the Government of the United Kingdom of Great Britain and Northern Ireland which have a maximum insured value in their internal service less than 1,000 francs, have the right to limit the maximum insured value in their international service to this lower amount.

ARTICLE XVI

Exceptions to the principle of responsibility

Notwithstanding the provisions of Articles 32 and 35, Belgian Congo, Iraq and the Republic of Sudan are authorised to pay no indemnity for damage to parcels coming from any Country addressed to Belgian Congo, Iraq or Sudan and containing liquids and substances which easily liquefy, glass articles and those of a similar fragile nature.

ARTICLE XVII

Compensation

Notwithstanding the provisions of Article 35, those British Overseas Territories, including the Colonies, Protectorates and the Territories under Trusteeship exercised by the Government of the United Kingdom of Great Britain and Northern Ireland whose internal regulations do not permit them to comply, have the right not to pay compensation for uninsured parcels lost, stolen or damaged in their service.

In faith whereof, the undermentioned Plenipotentiaries have drawn up the present Protocol which shall have the same force and validity as if the provisions contained in it were inserted in the actual text of the Agreement to which it relates, and they have signed it in a single copy which shall lie in the Archives of the Government of Canada and of which a copy shall be delivered to each Party.

Done at Ottawa, the 3rd of October 1957.

SIGNATURES

(The same as on pages 132 and 133 of this volume.)

DETAILED REGULATIONS FOR IMPLEMENTING THE AGREEMENT

CONCERNING

POSTAL PARCELS

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**DETAILED REGULATIONS
FOR IMPLEMENTING THE AGREEMENT
CONCERNING
POSTAL PARCELS**

Having regard to Article 24 of the Universal Postal Convention concluded at Ottawa on the 3rd of October 1957, the undersigned, on behalf of their respective Administrations, have, by common consent, drawn up the following measures for ensuring that the Agreement concerning Postal Parcels is implemented :

CHAPTER I

PRELIMINARY AND GENERAL PROVISIONS

ARTICLE 101

Definitions

Each of the terms listed below is used in these Detailed Regulations with the meaning indicated :

- a) office of origin : the office at which the parcel is posted by the sender ;
- b) office of destination : the delivery office serving the place indicated on the parcel by the sender ;
- c) office of new destination : the delivery office serving the place to which a parcel is redirected ;
- d) office of exchange of origin : any office of exchange controlled by the Administration of origin ;
- e) office of exchange of destination : any office of exchange controlled by the Administration of destination ;
- f) intermediate office of exchange : any office of exchange situated in the territory of an intermediate Country ;
- g) outward office of exchange : any office of exchange which forwards a despatch of parcels to another office of exchange.
- h) inward office of exchange : any office of exchange which receives a despatch of parcels from another office of exchange.

ARTICLE 102

Information to be supplied by postal Administrations

1. At least three months before implementing the Agreement, each Administration should notify to the other Administrations, through the intermediary of the International Bureau :

- a) the provisions it has adopted regarding :
 - 1° the maximum limit of weight ;
 - 2° the insured value ;

- 3° the following special parcels : urgent, express, delivery free of charges, cash on delivery, fragile, cumbersome ;
 - 4° the admissibility or otherwise of collective despatch notes, in accordance with the provisions of Article 106, § 4 ;
 - 5° the size and volume of parcels conveyed by its sea services ;
 - 6° the number of Customs declarations required for parcels in transit and for those addressed to its own Country as well as the languages in which those declarations may be completed ;
- b) information regarding the air parcel service, in particular the size up to which it admits such parcels by arrangement with the air transport undertakings ;
 - c) the list of living animals of which the conveyance by post is authorised by its own postal regulations ;
 - d) intimation as to whether it admits parcels for all localities or, if not, a list of the localities to which the service extends ;
 - e) the charges and all the fees applicable in its service ;
 - f) the necessary information concerning Customs or other regulations, as well as the prohibitions or restrictions applying to the entry and transit of parcels in the territory of its Country ;
 - g) an extract, in English, Arabic, Chinese, Spanish, French or Russian, of provisions of its laws or regulations applicable to the conveyance of parcels.

2. Any amendment to the information referred to in § 1 should be notified without delay by the same means.

ARTICLE 103

Routeing and charges

1. By means of tables in the form of the annexed specimens CP1 and CP21, each Administration sets out the conditions, charges and fees on which it accepts parcels in transit for Countries for which it is in a position to act as intermediary.

2. On the basis of the information contained in the tables CP1 and CP21 of intermediate Administrations, each Administration decides upon the routes to be used for forwarding its parcels and the charges to be collected from the senders.

3. Administrations send to each other, either through the intermediary of the International Bureau or directly, their tables CP1 and CP21 as well as all subsequent amendments to these tables ; they send copies of their tables CP1 and CP21 to the International Bureau.

4. To determine the most favourable route for the despatch of parcels, the outward office of exchange may send to the office of exchange of destination a trial note C27 in the form referred to in Article 167 of the Detailed Regulations for implementing the Convention. This note should be attached to the letter bill : it should be returned, duly completed, in the form of a letter, to the outward office of exchange by the first mail.

CHAPTER II

GENERAL CONDITIONS OF ADMISSION AND GENERAL POSTING
FORMALITIES

SECTION I

GENERAL CONDITIONS OF ADMISSION

ARTICLE 104

General make-up

1. To be admitted to the post, every parcel must satisfy the following conditions :

- a) bear, in Roman letters, on the parcel itself or on a label attached to it in such a way that it cannot become detached, the exact addresses of the addressee and the sender ; addresses in pencil are not allowed ; nevertheless, parcels of which the address is written in copying-ink pencil on a surface previously damped are accepted. Only one person or a corporate body may be designated as addressee. However, addresses such as “ Mr. A at ... for Mr. Z at ... ” or “ Bank A at ... for Mr. Z at ... ” may be admitted, it being understood that only the person indicated under A is regarded by Administrations as the addressee. In addition, the addresses of A and Z must be in the same Country ;
- b) be packed and closed in a manner befitting the weight and the nature of the contents as well as the mode of conveyance and its duration ; the packing and closing must protect the contents so that these cannot be damaged by pressure or by repeated handlings ; they must also be such that it is impossible to tamper with the contents without leaving an obvious trace of violation ;
- c) be packed particularly securely if it has to be conveyed over long distances or undergo many transshipments or handlings ;
- d) be packed in such a way as not to endanger the health of officials and to avoid any danger if it contains articles of a kind likely to injure officials called upon to handle it or to soil or damage other parcels ;
- e) have, on the packing or the wrapping, sufficient space for the entry of service instructions and for affixing stamps and labels ;
- f) not exceed the following sizes or volumes, unless it is to be considered as a cumbersome parcel within the meaning of Article 119 :
 - 1° surface parcel : 1·50 metres for any one dimension ; 3 metres for the sum of the length and the greatest circumference measured in a direction other than that of the length ;
 - 2° air parcel : 1 metre for the length and 50 centimetres for every other dimension ; 3 metres for the sum of the length and the greatest circumference measured in a direction other than that of the length ;

3° parcel to be sent by a sea service, optionally and in derogation of the provisions of 1° : 1·25 metres for any one dimension and one of the following volumes :

- 60 cubic decimetres for parcels up to 5 kg. ;
- 80 cubic decimetres for parcels over 5 and up to 10 kg. ;
- 100 cubic decimetres for parcels over 10 and up to 15 kg. ;
- 120 cubic decimetres for parcels over 15 and up to 20 kg.

g) not be smaller than the minimum size prescribed for letters in Article 49 § 1 of the Convention.

2. The office of posting should recommend the sender to put in the parcel a copy of his address and of that of the addressee.

3. The following are accepted without packing :

- a) articles which can be fitted together or put and kept together by a strong cord with lead or other seals, so as to form one single parcel which cannot come apart ;
- b) parcels in one piece, such as pieces of wood, metal, etc. which it is not the custom of the trade to pack.

ARTICLE 105

Special packing. Indication of parcels containing films, celluloid and living animals

1. Every parcel which contains one or other of the following substances must be made up as indicated below :

- a) precious metals : the packing must consist either of a stout metal box, a case made of wood of a minimum thickness of 1 centimetre for parcels up to 10 kilogrammes and 1½ centimetres for parcels over 10 kilogrammes, or a seamless double bag ; however, when cases made of plywood are used, their thickness may be limited to 5 millimetres on condition that the edges of the cases are reinforced by metal angle strips ;
- b) liquids and substances which easily liquefy : two containers must be used (a bottle, flask, jar, box, etc. on the one hand, and a box of metal, tough wood, wood pulp or strong corrugated cardboard on the other) between which is left a space which must be filled by sawdust, bran or some other absorbent and protective material ;
- c) dry colouring powders such as aniline blue : these products must invariably be contained in stout metal boxes, placed in turn in boxes of wood or good quality corrugated cardboard, with sawdust or some other absorbent or protective material between the two containers ;
- d) dry non-colouring powders : these products must be placed in boxes of metal, wood or cardboard, themselves enclosed in a bag of cloth or parchment ;
- e) substances referred to in Article 6, a), 6°, 2nd sentence of the Agreement : the packing must consist of a case or keg securely packed inside and out and bear an indication appropriate to the nature of the contents ;

- f) inflammable films, raw or manufactured celluloid : the wrapping must be provided, on the address side, with a very conspicuous white label bearing, in large black letters, the indication “*Celluloid! A tenir loin du feu et de la lumière.*” [Celluloid! To be kept away from fire and light.]
- g) living animals : the wrapping of the parcel as well as the despatch note must be provided with a label bearing in bold letters the inscription “*animaux vivants*” [living animals].

2. Parcels containing the substances referred to in § 1, e) and f), may only be accepted for posting if those substances are admitted by all the Administrations called upon to participate in the conveyance of the parcel.

SECTION II

GENERAL POSTING FORMALITIES

ARTICLE 106

Formalities to be complied with by the sender

1. Each parcel must be accompanied by :
- a) a despatch note of strong white cardboard, in the form of the annexed specimen CP2 ;
 - b) a customs declaration in the form of the annexed specimen CP3 made out in the required number of copies, these being securely attached to the despatch note. The contents of the parcel must be shown in detail on the customs declaration ; indications of a general kind are not admitted.

2. The sender may add, on the coupon of the despatch note, a communication relating to the parcel and attach to this note in addition to the customs declaration in the required number of copies according to the provisions of § 1, b), any document (invoice, export licence, import licence, certificate of origin, etc.), necessary for customs treatment in the despatching Country and in the Country of destination.

3. He must indicate, by underlining one of the directions entered on the back of the despatch note, how the parcel is to be dealt with in the event of non-delivery ; the text may be underlined by hand, by machine or by a printed stroke and it is permissible for the sender to reproduce or have printed on the back of the despatch note only one of the instructions listed below ; the direction underlined on the despatch note must be reproduced on the parcel itself ; the directions allowed under Article 5 of the Agreement may be completed in French or in a language known in the Country of destination :

- a) send an advice of non-delivery to the sender ;
- b) address the advice of non-delivery to Mr. (third party living in the Country of destination) residing at (address) ;
- c) parcel to be returned to origin by(specify: surface or air) forthwith ;
- d) parcel to be returned by(specify: surface or air) at the end of a period of days ;

- e) parcel to be delivered (or redirected) by (specify : surface or air) to Mr. (alternative addressee) residing at (address) (if desired without collecting the amount of the trade charge or against payment of a sum less than the original sum) ;
- f) parcel to be redirected by (specify : surface or air) with a view to delivering it to the original addressee ;
- g) parcel to be sold at the entire risk of the sender ;
- h) parcel abandoned.

4. Except in the case of insured parcels, parcels for delivery free of charges and cash on delivery parcels, the same despatch note accompanied by the number of customs declarations required for a single parcel may suffice for three parcels at most, provided that they are posted simultaneously at the same office by the same sender, sent by the same route, subject to the same charge and addressed to the same person ; each Administration may, however, insist on a despatch note and the prescribed number of customs declarations for each parcel.

5. The despatch note should, where appropriate, include the indications referred to in Article 105, § 1, e), f) and g).

6. Every air parcel as well as the despatch note relating to it must bear at the time of despatch a special blue label bearing the words "*Par avion*" [By air mail], with, if desired, a translation in the language of the Country of origin.

7. Administrations accept no responsibility as regards customs declarations.

ARTICLE 107

Formalities to be complied with by the office of origin

1. The office of origin is responsible, at the time of posting, for affixing or indicating :

- a) on the parcel beside the address and on the despatch note in the spaces provided, a label in the form of the annexed specimen CP8 indicating clearly the serial number of the parcel and the name of the office of posting ;
- b) on the despatch note only :
 - 1° an impression of the date stamp ;
 - 2° the weight, in kilogrammes and hundreds of grammes, each fraction of a hundred grammes being rounded up to the next hundred.

2. The same office of origin may not use two or more series of labels at the same time, unless the series are distinguished by a distinctive mark.

ARTICLE 108

Discrepancies of weight, volume or size

Unless there is an obvious error, the view of the office of origin shall prevail as regards the establishment of the weight, volume or size. However, if the differences in weight which are established entail a change in rates, the new weight is valid.

CHAPTER III

SPECIAL CONDITIONS FOR CERTAIN CATEGORIES OF PARCELS

SECTION I

INSURED PARCELS

ARTICLE 109

Special make-up for insured parcels

Every insured parcel is subject to the following special rules regarding make-up :

- a) it must be sealed by identical wax seals, by lead seals or by some other effective means, with a special uniform design or mark of the sender ;
- b) the wax or other seals, as well as the labels of any kind and the postage stamps if any, affixed to these parcels must be spaced out so that they cannot hide any damage to the packing ; the labels and postage stamps must not be folded over two sides of the packing so as to cover an edge ; any labels on which the address appears must not be gummed to the packing itself ;
- c) it must be provided, as must the despatch note, with a red label in the form of the annexed specimen CP7 and bearing in Roman letters the letter V, the name of the office of origin and the serial number of the parcel ; the label must be gummed on the parcel, on the same side as, and near to, the address ; nevertheless, Administrations have the option of using at the same time the label CP8 prescribed in Article 107 and a small red label, bearing in bold letters the indication “ *Valeur déclarée* ” [Insured] ;
- d) the insured value must be expressed in the currency of the Country of origin and written by the sender, on the parcel and the despatch note, in words with Roman lettering and in Arabic figures, without erasure or alteration, even if certified ; the amount of the insured value must not be indicated in pencil ;
- e) the amount of the insured value must be converted into gold francs by the sender or by the office of origin ; the result of the conversion rounded up where appropriate to the nearest franc, shall be shown in figures at the side of or below those representing the value in the currency of the Country of origin ; the amount in gold francs shall be underlined by a bold stroke of a coloured pencil ; conversion is not carried out in direct services between Countries which have a common currency ;
- f) the office of origin is responsible for indicating the exact weight in grammes on the parcel (beside the address) and on the despatch note (in the space provided) ;
- g) no serial number must be placed on the front of insured parcels by the intermediate Administrations.

ARTICLE 110

Fraudulent insurance

When circumstances of any kind, particularly an enquiry, disclose a fraudulent insurance for a value greater than the actual value of the contents of the parcel, the Administration of origin is advised as soon as possible ; where appropriate, the documents relating to the enquiry are sent to that Administration.

SECTION II

URGENT PARCELS

ARTICLE 111

Special make-up for urgent parcels

Every urgent parcel and its despatch note must be provided with a label bearing very conspicuously the indication " Urgent ".

ARTICLE 112

Transmission and customs clearance of urgent parcels

Administrations which participate in the exchange of urgent parcels agree between themselves to ensure the rapid and, as far as possible, direct transmission of these parcels ; they take steps to speed up customs clearance.

SECTION III

EXPRESS PARCELS

ARTICLE 113

Special posting formalities for express parcels

Every express parcel and its despatch note must be provided with a dark red label, printed and bearing very conspicuously the indication "*Exprès*" [Express] ; this label is affixed as closely as possible beside the indication of the place of destination.

ARTICLE 114

Special cases of delivery and redirection of an express parcel

1. The delivery by special messenger of an express parcel or of the advice of arrival is attempted once only : if the attempt is unsuccessful the parcel ceases to be considered as express.

2. If an express parcel to be redirected has been the subject of an unsuccessful attempt at delivery to the place of address by special messenger, the redirecting office should strike through the label or the indication "*Exprès*" [Express] by two thick horizontal lines.

SECTION IV

PARCELS FOR DELIVERY FREE OF CHARGES

ARTICLE 115

Special posting formalities for parcels for delivery free of charges

1. Every parcel for delivery free of charges and its despatch note must be provided with :

- a) a very bold indication “*Franc de droits*” [Free of charges] (or any other equivalent expression in the language of the Country of origin) ;
- b) a yellow label bearing, also very boldly, the indication “*Franc de droits*”.

2. It is accompanied by the prescribed customs declarations and by a franking note on yellow paper in the form of the annexed specimen CP4. The sender of the parcel, and, as regards the postal service indications, the despatching office, complete the text of the right-hand side of the front of parts A and B. The entries of the sender may be made with the use of carbon paper. The text must include the undertaking prescribed in Article 4, § 2 of the Agreement.

3. The despatch note, the customs declarations and the franking note must be securely fastened together.

ARTICLE 116

Delivery free of charges requested after the posting of the parcel

1. If, after posting, the sender of a parcel requests delivery free of charges, the office of origin informs the office of destination by an explanatory note. This latter, bearing a postage stamp representing the charge due, is forwarded as a registered item to the office of destination, accompanied by a franking note duly completed. In case of transmission by air, the air surcharge is also prepaid by postage stamps affixed to the explanatory note. The office of destination affixes to the parcel, near the address, and also to the despatch note, the label prescribed in Article 115, § 1, b).

2. When the request is to be forwarded by telegraph, the office of origin informs the office of destination by telegraph and at the same time advises the relative particulars of the posting of the item. The latter office itself makes out a franking note.

ARTICLE 117

Treatment of franking notes after delivery of the parcel

1. After delivery to the addressee of a parcel for delivery free of charges, the office which has advanced charges of any kind on behalf of the sender completes, so far as it is concerned, with the use of carbon paper, the details appearing on the back of parts A and B of the franking note and sends part A, accompanied by the supporting vouchers, to the office of origin ; this transmission is effected in a closed envelope, without indication of the contents. Part B is retained by the Administration of destination for accounting with the debtor Administration.

2. Each Administration may appoint certain offices specially charged to return Part A of the franking notes on which charges have been raised or to receive part A of the franking notes returned after delivery of the parcel ; the name of the office to which part A is to be returned is entered in every case on the front of this part by the office of origin of the parcel.

3. When a parcel bearing the indication “ *Franc de droits* ” [Free of charges] arrives without a franking note, the office responsible for customs clearance prepares a duplicate note ; on parts A and B of this note it shows the name of the Country of origin and as nearly as possible, the date of posting of the parcel. When the franking note is lost after delivery of the parcel a duplicate is prepared under the same conditions.

4. Parts A and B of the franking notes relating to items which for any reason are returned to origin should be cancelled through the good offices of the Administration of destination and attached to the despatch note.

5. On receipt of part A of a franking note showing the charges paid out by the Administration of destination, the Administration of origin converts the amount into its own currency, at a rate which should not be higher than the rate fixed for the issue of postal money orders on the Country concerned ; the result of the conversion is shown in the body of the form and on the coupon at the side ; after recovering the amount of the charges, the office appointed for that purpose hands to the sender the coupon from the note and any supporting vouchers.

SECTION V

FRAGILE PARCELS AND CUMBERSOME PARCELS

ARTICLE 118

Fragile parcels

1. In the service between Countries which admit fragile parcels and without prejudice to compliance with the general rules regarding make-up and packing every fragile parcel must be provided, either by the sender or by the office of origin, with a label featuring a picture of a glass printed in red on a white background. Every parcel the fragile nature of whose contents is indicated by any external sign whatever, affixed by the sender, must be provided by the office of origin with the same label, and the corresponding supplementary charge is collected. If the sender does not wish the parcel to be treated as fragile, the office of origin crosses out the marking made by the sender.

2. The relative despatch note must bear very conspicuously on the front the indication “ *Colis fragile* ” [Fragile parcel] either in manuscript or printed on a label.

ARTICLE 119

Cumbersome parcels

1. In accordance with Article 2, § 4, a) and b), of the Agreement the following are held to be cumbersome :

- a) any parcel of which the size exceeds that fixed by Article 104, § 1, f).
1° ;

b) any parcel consisting of plants or shrubs in baskets, cages, empty or containing living animals, pieces of furniture, basket work, flower stands, baby carriages, wheels, cycles, empty cigar boxes or other boxes in bundles, etc.

2. In accordance with Article 2, § 4, c), of the Agreement, any parcel for conveyance by a sea service of which the size or volume exceeds that fixed by Article 104, § 1, f), 3°, may, optionally, be regarded as cumbersome.

3. Every cumbersome parcel and the front of its despatch note must bear a label showing in bold letters “ *Colis encombrant* ” [Cumbersome parcel].

ARTICLE 120

Parcels classed in a higher weight step

The despatch note of a parcel admitted by virtue of Article 17 of the Agreement must bear on the front in bold letters the indication “ *Colis classé dans la coupure de poids de kg* ” [Parcel charged at the weight step of kg].

SECTION VI

PRISONER OF WAR AND INTERNEE PARCELS

ARTICLE 121

Special make-up for prisoner of war and internee parcels

Every prisoner of war and internee parcel and its despatch note must bear, the first beside the address and the second on the front of the form, one of the indications “ *Service des prisonniers de guerre* ” [Prisoners of War Service] or “ *Service des internés* ” [Civilian Internees Service]; these indications may be followed by a translation in another language.

CHAPTER IV

SPECIAL PROVISIONS

SECTION I

ADVICE OF DELIVERY

ARTICLE 122

Request for advice of delivery made at the time of posting

1. Every parcel for which the sender requests an advice of delivery at the time of posting must bear very conspicuously either the indication “ *Avis de réception* ” [Advice of delivery] or the stamp impression “A.R.”: the same applies to the despatch note.

2. The parcel must be accompanied by a copy, duly filled up, of the form C5 referred to in Article 146, § 2, of the Detailed Regulations for implementing the Convention ; this form is prepared by the office of origin (or by any other office appointed by the Administration of origin) and must be attached to the despatch note.

3. The indication “*Renvoi par avion*” [Return by air mail] must be entered by the office concerned on an advice of delivery which is to be returned by air. A blue label or impression “*Par avion*” [By air mail] is affixed to this form.

4. If the form C5 does not reach the office of destination, that office makes out a new copy as a matter of course.

5. Immediately the parcel has been delivered, the office of destination returns the form C5, duly filled up, to the sender by ordinary mail or, if the sender has paid the relative charges, by the first air mail, unenclosed and free of postal charges.

6. When the sender enquires about an advice of delivery which he has not received within a reasonable time, the procedure follows that outlined in Article 123 ; however, the advice of delivery charge is not collected a second time ; the office of origin enters at the head of the form C5 the indication “*Duplicata de l'avis de réception*” [Duplicate of the advice of delivery].

ARTICLE 123

Request for advice of delivery made after posting

When the request is made after the parcel has been posted, the procedure follows that outlined in Article 147 of the Detailed Regulations for implementing the Convention, subject to the following :

- a) the form C9 is replaced by the form CP5 mentioned in Article 127, § 1, a) ;
- b) in Countries where the parcel service is not operated by the postal Administration, the collection of the advice of delivery charge is recorded on the form CP5, either by affixing a special stamp or by indicating the amount of the charge collected.

SECTION II

OTHER SPECIAL PROVISIONS

ARTICLE 124

Advice of embarkation

1. Every parcel for which the sender requests an advice of embarkation must be marked by means of an “*Avis d'embarquement*” [Advice of embarkation] label affixed to the parcel and to the despatch note.

2. The parcel is accompanied by a form CP6 in the form of the annexed specimen which must show very clearly the port (or the Country) from which the advice of embarkation is to be returned. Each form may only refer to one parcel, even when more than one parcel is covered by a single despatch note.

3. If a parcel accompanied by an advice of embarkation is included in a closed mail sent in transit through the port of embarkation concerned, the outward office of exchange of the mail withdraws the advice of embarkation associated with the documents accompanying the parcel and attaches it to the relative parcel bill CP12 referred to in Article 131, § 6, after making the necessary notes on it; the allocation of the portion of the charge due to the Country of embarkation is effected by means of this parcel bill which is completed under the heading : “ *Nombre d’avis d’embarquement* ” [Number of advices of embarkation].

4. Every office of exchange which undertakes the embarkation either of a parcel with an advice of embarkation received à découvert or of a closed mail in transit containing such a parcel fills up the form CP6 appropriately and sends it directly to the sender.

5. Any enquiry by the sender concerning an advice of embarkation not received within a reasonable time gives rise to the preparation of an enquiry form CP5, referred to in Article 127, § 1, a), and exempt from any charges ; this form, accompanied by a duplicate advice of embarkation CP6, on which the office of origin enters the word “ *Duplicata* ” [Duplicate], is dealt with in accordance with the provisions of Article 127 ; the advice of embarkation charge is not collected a second time.

ARTICLE 125

Withdrawal from the post. · Alteration of address

1. As a general rule, requests for alteration of address or withdrawal of a parcel from the post are dealt with according to the provisions of Article 156 of the Detailed Regulations for implementing the Convention.

2. Every telegraphic request for alteration of address concerning an insured parcel must be confirmed postally by the first mail ; the confirmatory request, prepared on form C7 used for the letter post, must bear, underlined in coloured pencil, the note “ *Confirmation de la demande télégraphique du . . .* ” [Confirmation of the telegraphic request of the . . .] ; it must be accompanied by the facsimile prescribed in Article 156, § 1, a), of the Detailed Regulations for implementing the Convention.

3. When it receives the telegraphic request referred to in § 2, the office of destination holds the parcel and does not comply with the request until the receipt of the postal confirmation ; nevertheless, the Administration of destination may, on its own responsibility, give effect to the telegraphic request without awaiting this confirmation.

ARTICLE 126

Redirection

1. Every parcel which is redirected following the change of residence of the addressee is, in addition to the charges of which the collection is authorised by the Agreement in those circumstances, subjected by the Administration of the new destination to a charge, to be paid by the addressee, equal to the land, sea and air rates due to the Administrations sharing in the reforwarding. The rates are allocated in the manner prescribed in § 2.

2. a) In the case of transmission in a direct mail, the redirecting Administration credits the intermediate Administrations, where appropriate, with the rates and shares due to them and in turn credits itself with these rates and shares and with such rates and shares as are due to it by debiting the Administration to which the mail is addressed ; the outward office of exchange includes these rates and shares in the entries on the parcel bill CP 12 referred to in Article 131, § 6 ;

b) In the case of transmission in transit *à découvert*, the intermediate Administration, after having been debited by the redirecting Administration with the amounts due to this latter Administration credits itself, by debiting the Administration to which it hands over the parcel, with the sum due to it and with that due to the redirecting Administration ; this procedure is repeated, if need be, by each intermediate Administration.

3. When the sums mentioned in § 2 are paid at the time of redirection the parcel is dealt with as if it had originated in the redirecting Country and been addressed to the Country of the new destination ; no conveyance charge is collected by the Administration of that Country at the time of delivery.

4. Any parcel, arriving out of course as a result of an error on the part of the sender or the despatching Administration, is reforwarded to its proper destination by the most direct route used by the Administration which has received the parcel. An air parcel must be reforwarded by air. The reforwarding Administration reports the matter to the Administration from which the parcel has been received by a verification note CP13 mentioned in Article 134 § 3.

5. The reforwarding Administration treats the parcel mentioned in § 4 as if it had arrived in transit *à découvert* ; if the rates which have been allocated to it are insufficient to cover the costs of reforwarding which it has to defray, the reforwarding Administration credits the true Administration of destination and, where appropriate, the intermediate Administrations taking part in the reforwarding of the parcel with the relative conveyance rates ; it then recoups itself by a claim on the Administration responsible for the office of exchange which missent the parcel, for the amount of the expense which it has incurred ; the claim and its cause are notified to that office by means of a verification note.

6. The provisions of § 2 are applicable to parcels returned to origin by application of Articles 7, 20 and 22 § 4 of the Agreement.

7. Claims for charges must be indicated in detail on the despatch note or, where this is impossible, on a statement attached to that document.

8. Parcels are redirected in their original packing ; they are accompanied by the despatch note prepared by the sender ; if for any reason a parcel has to be repacked or the original despatch note replaced by another note, it is essential that the name of the office of origin of the parcel, the original serial number and, as nearly as possible, the date of posting appear on the new packing and on the despatch note.

9. If the redirection of an air parcel is effected by ordinary postal means, the " *Par avion* " [By air mail] label and any notes relating to transmission by air should be struck through as a matter of course by means of two thick horizontal lines.

ARTICLE 127

Enquiries. Requests for information

1. Every enquiry as well as every request for information about a parcel is dealt with according to the provisions of Article 158, §§ 1 to 8, of the Detailed Regulations for implementing the Convention, subject to the following :

a) the forms C 9 and R 3 used for the letter post are replaced respectively by the form CP 5 in the form of the annexed specimen and by the form R 4 referred to in Article 105, § 1, of the Detailed Regulations for implementing the Agreement concerning cash on delivery items ;

b) every intermediate Administration which forwards a form CP 5 to the next Administration is responsible for informing the Administration of origin of the fact by means of a form CP 10 in the form of the annexed specimen.

2. Every form CP 5 concerning an enquiry or a request for information received by an Administration other than the Administration of origin is forwarded to the latter accompanied, where appropriate, by the certificate of posting ; it must reach the Administration of origin within the periods prescribed in Article 25 of the Agreement.

CHAPTER V

EXCHANGE OF PARCELS

ARTICLE 128

General principle of the exchange of parcels

1. Each Administration is bound to forward by the routes and means that it uses for its own parcels those transferred to it by another Administration to be conveyed in transit across its territory.

2. In the event of the interruption of a route, parcels in transit which were intended to go by that route are forwarded by the best route available.

3. If the latter is more expensive than the normal route, each parcel is subjected by the Administration of destination to a charge, to be paid by the addressee, equal to the additional land or sea rates resulting from the change of route ; the allocation and recovery of charges is effected according to the provisions of Article 126, §§ 2, 5 to 7.

4. Every Administration providing the air parcel service is bound to forward by the air routes that it uses for its own items of the kind air parcels transferred to it by another Administration ; if for any reason the forwarding of air parcels by another route offers, in a particular case, advantages over the existing air routes, the air parcels must be forwarded by that route and dealt with, if necessary, as urgent parcels.

5. When for any reason it is not possible to use the international air service for the whole transmission, the Administration which receives the air rate provided for in Article 12 of the Agreement is bound to forward air parcels over the sector over which that service cannot be used by the most rapid means it uses for the conveyance of its own parcels and to deal with them, if necessary, as urgent parcels. This obligation obtains in the event of partial or total interruption of an internal air service.

6. Administrations which do not participate in the air parcel service forward such parcels by the surface routes normally used for other parcels ; however, they are bound to forward by the most rapid surface routes any air parcel bearing the indication "*Urgent*", so long as they provide the urgent parcel service and have been credited with the rates attaching to the performance of that service.

7. Transit must be effected under the conditions fixed by the Agreement concerning Postal Parcels and by the Detailed Regulations for its implementation, even when the Administration of origin or destination of the parcels has not acceded to the Agreement.

8. In the relations between Countries separated by one or more intermediate territories parcels must follow the routes which the Administrations concerned have agreed upon.

ARTICLE 129

Different methods of transmission

1. The exchange of despatches of postal parcels is carried out by offices called "offices of exchange".

2. This exchange is effected, as a general rule, by means of receptacles (bags, baskets, crates, etc.). Adjacent Administrations may, however, agree to the handing over of certain categories of parcels unenclosed.

3. In the service between non-adjacent Countries, the exchange is effected, as a general rule, by means of closed mails.

4. Administrations may agree to effect exchanges in transit *à découvert*; however, it is obligatory to make up closed mails if, according to the statement of an intermediate Administration, the parcels in transit *à découvert* are such as to hinder its work.

5. The labels or addresses of closed receptacles which contain air parcels must bear a "*Par avion*" [By air mail] label.

ARTICLE 130

Parcel bill

1. Before despatch, all the parcels to be forwarded by surface route are entered by the outward office of exchange on a parcel bill in the form of the annexed specimen CP 11. For air parcels being sent direct or in transit *à découvert* the offices of exchange use a special parcel bill, known as an "Air parcel bill" in the form of the annexed specimen CP 20. Administrations may agree to uninsured parcels being entered in bulk with a summary statement of the shares of charges with which the Administrations concerned are to be credited.

2. As regards prisoner of war and internee parcels, only air parcels require a statement of the shares of charges to be credited to the various Administrations concerned.

3. The following documents are attached to the parcel bill; despatch notes, trade charge money order forms, customs declarations, franking notes, advices of delivery and all other documents which may be required (invoices, certificates of origin, of health, etc.).

4. For parcels exchanged in closed mails, the Administrations of origin and destination may agree in advance for the documents mentioned in § 3 to be attached to the parcels to which they refer.

5. In the absence of any agreement to the contrary, parcel bills are numbered according to an annual series for each outward office of exchange and each inward office of exchange as well as for each route if more than one route is used; the last number of the year should be shown on the first parcel bill of the following year; in the case of sea and air services, the name of the ship carrying the mail or, where appropriate, the air service used is shown, whenever possible, below the serial number.

6. If air parcels are sent from one Country to another by surface routes along with other parcels, the presence of the air parcels with an air parcel bill should be shown by an appropriate note on the parcel bill CP 11.

7. Special parcel bills CP 12 are used in the circumstances provided for in Article 131, § 6.

ARTICLE 131

Transmission in closed mails

1. In the normal circumstance of transmission in closed mails, the receptacles (bags, baskets, crates, etc.) should be marked, closed and labelled in the manner laid down for letter bags in Article 164, §§ 4, 5, 9, 10, 11, of the Detailed Regulations for implementing the Convention, subject to the following special provisions :

- a) the labels are yellow ochre in colour. Their layout and their text should conform to the annexed specimens CP 23 and CP 24 ;
- b) for receptacles other than bags some other special method of closing may be adopted provided that the contents are sufficiently protected.

2. In the absence of any agreement to the contrary, the receptacles should bear a serial number. The outward office of exchange enters on the parcel bill the number and, if the Administration of destination so requires, the serial numbers of the receptacles comprising the mail.

3. The following are despatched in separate receptacles :

- a) insured parcels, if their number justifies it : the receptacles which include such parcels, whether alone or together with uninsured parcels, must be marked with the letter " V " ;
- b) fragile parcels : the receptacles concerned are then provided with the label referred to in Article 118, § 1 ; however, if their nature so requires, these parcels may also be despatched unenclosed or delivered in transit *à découvert* to the next office of exchange except where they are to be sent by sea route ;
- c) parcels containing the substances referred to in Article 105 § 1, e) and f) : the receptacles concerned are provided with a special label bearing in bold letters an appropriate indication, for example, " *Celluloid* ".

4. As a general rule bags and other receptacles containing parcels must not weigh more than 40 kilogrammes ; however, Administrations concerned may agree to admit receptacles, other than bags, up to 70 kilogrammes at the most.

5. The parcel bill accompanied by the documents referred to in Article 130, § 3, must be inserted by the outward office of exchange in one of the receptacles comprising the mail, where appropriate in one of those containing insured parcels ; if the number of accompanying documents justifies it, the parcel bill may be inserted in a special bag ; in all cases, the label of the receptacle containing the parcel bill must bear the indication " F ".

6. Where closed mails are exchanged between Countries which are not adjacent, the outward office of exchange prepares for each of the intermediate Administrations a special parcel bill in the form of the annexed specimen CP 12 ; that office inserts thereon the total, for each category of parcels, of the rates and shares of charges or fees due to the intermediate Administration ; the parcel bill CP 12 is sent unenclosed or in any other way agreed between the Administrations concerned accompanied, where appropriate, by the documents required by the intermediate Countries.

ARTICLE 132

Transfer of mails

1. In the absence of any agreement to the contrary between the Administrations concerned, the transfer of surface parcel mails is carried out by means of a delivery bill C 18 referred to in Article 165 of the Detailed Regulations for implementing the Convention.

2. Air parcel mails to be handed over at an airport are accompanied by forms AV 7 under the conditions laid down in Article 18 of the Air Mail Regulations.

ARTICLE 133

Transshipment of air parcels

1. In the absence of any agreement to the contrary between the Administrations concerned, the transshipment at the same airport, in the course of transmission, of air parcels conveyed successively by several distinct air services must be performed without remuneration by the postal Administration of the Country where the transshipment takes place.

2. This rule does not apply when the transshipment is made between aircraft performing successive stages of the same service.

ARTICLE 134

Check of mails by offices of exchange

1. Every office of exchange receiving a mail immediately checks the receptacles and their fastening and then checks the parcels and the various documents which accompany them ; these checks are made in the presence of the other interested parties whenever possible ; however, intermediate offices of exchange are not bound to check the documents accompanying the parcel bill.

2. When the receptacles are opened, the constituent parts of the fastening (string, lead seal, label) should be kept together ; to achieve this the string is cut in one place only.

3. If the office of exchange discovers errors or omissions in the parcel bill, it immediately makes the necessary corrections taking care to cross out the incorrect entries in such a way as to leave the original entries legible ; these corrections are made in the presence of two officials ; unless there is an obvious error the corrections are accepted in preference to the original statement ; the office of exchange also carries out the routine checks when the receptacle or its fastening gives grounds for presuming that the contents have not remained intact or that some other irregularity has occurred. In the event of the parcel bill being missing, the inward office receiving the mail must prepare a fresh parcel bill or make a precise note of the parcels received (serial number of the parcel, offices of origin and destination, weight, insured value, etc.). The established irregularities are notified without delay to the outward office of exchange by a verification note in the form of the annexed specimen CP 13, prepared in duplicate. When the inward office of exchange has not sent off a note CP 13 by the first despatch after the check of the mail, it is regarded, until the contrary is proved, as having received the bags or parcels in good condition.

4. As regards ordinary parcels, discrepancies in weight within the same weight step may not be made the subject of verification notes or the cause of the parcels being returned ; verification notes are to be made out only where the discrepancy would involve an alteration of the shares of the charges.

5. As regards insured parcels, discrepancies of weight up to 10 grammes above or below the weight stated may not be queried by the intermediate Administration or Administration of destination unless the external condition of the parcel makes it necessary.

6. The offices to which the verification notes CP 13 are sent return them as promptly as possible after having examined them and indicated thereon their observations, if any ; they retain the copies ; the returned verification notes are attached to the parcel bills to which they relate ; corrections made to a parcel bill unsupported by documentary evidence are not considered as valid ; however, if these verification notes are not returned to the office of exchange which issued them within a period of two months from the date of their despatch, they are regarded, until the contrary is proved, as duly accepted by the offices to which they were sent ; this period is extended to four months in the service with distant Countries.

7. The discovery, at the time of the check, of any irregularities whatsoever may in no case be the cause of the return of a parcel to origin except as provided for in Article 7 § 2 of the Agreement.

8. Verification notes and their duplicates are sent under registered cover.

ARTICLE 135

Notification of irregularities involving the responsibility of Administrations

1. Any office of exchange which, on the arrival of a mail, discovers the absence of, theft from or damage to one or more parcels proceeds as follows :

- a) unless this is impossible for a stated reason, or unless the receptacle together with the string, the lead or other seal and the label has been attached to the original report CP 14 provided for in § 5, it attaches these objects to the verification note CP 13 addressed to the outward office of exchange ;
- b) it sends a duplicate of the verification note to the last intermediate office of exchange, if any, at the same time as to the outward office of exchange.

2. If it considers it necessary, the inward office of exchange may, at the expense of its Administration, inform the outward office of exchange of its discoveries by telegraph.

3. Any office of exchange which receives from a corresponding office a damaged or insufficiently packed parcel must send it on, after having repacked it if necessary, preserving as far as possible the original packing, the address and the labels ; the weight of the parcel before and after repacking must be indicated on the actual packing of the parcel ; this indication is followed by the note "*Remballé à . . .*" [Repacked at . . .] stamped with an impression of the date-stamp and signed by the officials who did the repacking.

4. If the condition of the parcel is such that the contents could have been withdrawn or if the parcel shows a discrepancy in weight such as to suggest the withdrawal of the whole or part of the contents, the office of exchange, without prejudice to the application of the provisions of §§ 1 and 3, should open it of its own accord and check the contents ; the result of this check should be made the subject of a formal report in the form of the annexed specimen CP 14 ; a copy of the report is attached to the item.

5. If the parcel referred to in § 4 is an insured parcel, the following additional steps are taken :

- a) the original formal report is sent under registered cover to the central Administration of the Country controlling the outward office of exchange or to an authority appointed by that Administration ;
- b) a duplicate of the report is sent, at the same time, either to the central Administration controlling the inward office of exchange or to any other controlling authority appointed by that Administration ;
- c) unless this is impossible for a stated reason, the receptacle in which the parcels were contained, the string, the lead or other seal and the label are attached to the original report.

6. Where offices of exchange in direct contact are concerned the respective Administrations of these offices may agree on the method of procedure in the case of irregularities involving their responsibility.

7. When the addressee or, in a case of return, the sender makes reservations in taking delivery of the parcel, a formal report CP 14 of the joint examination is immediately made out by the office which effects delivery ; this report, prepared in duplicate and countersigned, whenever possible, by the addressee, should indicate : the external condition of the parcel, the gross weight and a precise list of the contents. One copy is handed to the addressee ; the other is dealt with in accordance with the internal regulations of the Administration which prepared the report.

ARTICLE 136

Return of empty receptacles

1. Receptacles should, in principle, be returned empty to the Administration to which they belong by the next outlet and, unless this is impossible, by the route followed on the outward journey ; nevertheless the receptacles of air parcel mails may be returned by surface.

2. Administrations may agree between themselves for the Administrations of destination to return the bags to origin using them for the despatch of parcels.

3. Empty bags are always returned free of charge.

4. An Administration returning receptacles must indicate on the parcel bills the number and, where appropriate, the serial numbers of the returned receptacles.

5. For the rest, the provisions of Article 172, §§ 2, 3, 4 and 5, of the Detailed Regulations for implementing the Convention apply.

CHAPTER VI

UNDELIVERED PARCELS

ARTICLE 137

Advice of non-delivery

1. An advice of non-delivery in the form of the annexed specimen CP 9 is sent, under registered cover, to the Administration of origin after having been duly completed :

a) by the Administration of destination :

- 1° in event of non-delivery, for every parcel of which the sender has asked to be advised of non-delivery ;

2° for every parcel officially detained or lying undelivered because of theft or damage or for some other cause of the same kind ; however, this procedure is not compulsory in cases of circumstances beyond control or when the number of parcels retained officially is such that the sending of an advice is materially impossible ;

b) by the intermediate Administration concerned : for every parcel officially detained in course of transmission either by the postal service (accidental interruption of traffic) or by the Customs (customs control) subject to the reservation made under a) 2°.

2. The advice of non-delivery is accompanied by the despatch note, except when the advice is sent to a third party, in accordance with the provisions of Article 5, b), of the Agreement ; in the circumstances referred to in § 1, a) 2° and b), of this Article, the advice must bear conspicuously the indication “ *Colis retenu d’office* ” [Parcel retained officially].

3. When several parcels are concerned which were posted at the same time by the same sender and addressed to the same addressee it is permissible to send only one advice of non-delivery, even if these parcels were accompanied by several despatch notes ; in such a case, all these notes are attached to the advice of non-delivery.

4. As a general rule advices of non-delivery are exchanged between the office of destination and the office of origin ; however, any Administration may request that the advices concerning its service be sent to its central Administration or to a specially appointed office ; the name of that office must be notified to Administrations through the intermediary of the International Bureau ; the Administration of origin is responsible for advising the sender ; the exchange of advices of non-delivery should be speeded up as much as possible by all the offices concerned.

ARTICLE 138

Non-delivery. Sender’s instructions

1. The advice of non-delivery should be returned to the office which prepared it, completed with fresh instructions from the sender and accompanied by the despatch note : it is returned by air if the sender or the third party pays the corresponding air surcharge.

2. The only fresh instructions which the sender (or the third party referred to in Article 5, b), of the Agreement) is authorised to give being listed in Article 22, § 1 of the Agreement, the following rules should apply in the undermentioned special cases :

a) if the sender (or third party) requests that a cash on delivery parcel be delivered against payment of a sum less than the original sum, a new form R 4 must be prepared in accordance with the provisions of Article 108 of the Detailed Regulations for implementing the Agreement concerning cash on delivery items ;

b) if the sender (or the third party) gives as his instructions that the parcel is to be delivered free of charges either to the original addressee or to another addressee, the office concerned applies Article 116.

3. When a parcel which has been the subject of an advice of non-delivery is delivered or redirected before the receipt of fresh instructions, the sender must be so informed through the intermediary of the office of origin ; if the advice has been sent to a third party appointed by the sender, this information must be communicated to that third party ; when a cash on delivery parcel is concerned and if the money order form R 4 referred to in Article 103, § 1, of the Detailed Regulations for implementing the Agreement concerning cash on delivery items has already been sent to the sender, the latter need not be advised.

4. When the Administration of destination or an intermediate Administration has not complied with the instructions given either at the time of posting or subsequently, it must bear the conveyance charges (outward and return) and any other charges or fees which have not been cancelled ; nevertheless the charges paid for the outward journey remain the responsibility of the sender if he declared either at the time of posting or subsequently that in the event of non-delivery he would abandon the parcel or would like it to be sold.

ARTICLE 139

Return of undelivered parcels

1. An office which returns a parcel in accordance with Article 22 of the Agreement indicates, either in manuscript or by means of a stamped impression or a label on the parcel and on the despatch note which accompanies it, the reason for non-delivery ; the indication must be made in French, each Administration having the option of adding a translation in its own language and any other appropriate particulars ; this indication must be made in a clear and concise form, such as : “ *inconnu* ” [not known], “ *refusé* ” [refused], “ *en voyage* ” [travelling], “ *parti* ” [gone away], “ *non réclamé* ” [unclaimed], “ *décédé* ” [deceased], etc. The parcel is treated according to the provisions of Article 126, §§ 1, 2 and 7.

2. Every parcel returned to the Administration of origin because it has been wrongly admitted is treated as follows :

- a) if it has been wrongly admitted in consequence of an error attributable to the postal service, the Administration which returns it refunds to the first Administration charged with reforwarding it to the office of origin the rates and shares of charges with which the latter Administration had credited it ;
- b) if it has been wrongly admitted in consequence of an error of the sender or if it falls within one of the prohibitions laid down in Article 6 of the Agreement, it is dealt with in accordance with Article 126, §§ 1, 2 and 7.

3. Every parcel returned to origin is entered on the parcel bill with the note “ *Retour à l'origine* ” [Return to origin] in the column headed “ *Observations* ”.

4. Unless it is impossible to do so, or unless the sender asks for it to be returned by air, a parcel is returned to origin by the route used for the outward journey as regards surface parcels and by the quickest surface route in the case of air parcels.

5. In the case of redirection or return by surface of an insured air parcel, the responsibility is limited, for the second journey, to that which applies to parcels sent by that route.

6. The return of a parcel to origin in consequence of the suspension of a service is free of charge ; the unallocated conveyance charges collected for the outward journey are refunded to the sender.

ARTICLE 140

Sale. Destruction

1. When a parcel has been sold or destroyed in accordance with the provisions of Article 23 of the Agreement a formal report of the sale or destruction is drawn up. A copy of the report accompanied by the despatch note is sent to the office of origin. The same applies if the parcel is sold at the request of the sender.

2. The proceeds of the sale serve in the first instance to defray the charges on the parcel ; the balance, if any, is sent to the office of origin to be handed to the sender ; the latter bears the costs of forwarding it.

CHAPTER VII

ACCOUNTING

ARTICLE 141

Preparation of accounts

1. Each Administration arranges for its offices of exchange to prepare monthly, or quarterly in its relations with distant Countries, for all the items received from one and the same Administration a statement in the form of the annexed specimen CP15 indicating, by despatching offices, the total sums entered to its credit and debit on parcel bills CP 11, CP 12 and CP 20.

2. The statements CP 15 are summarised in an account in the form of the annexed specimen CP 16 drawn up in duplicate.

3. The account CP 16, accompanied by the statements CP 15 but without the parcel bills, is sent to the Administration concerned for examination during the course of the month following that to which it relates ; as regards distant Countries the account is sent as soon as the last parcel bill of the month in question has arrived ; " Nil " accounts are not prepared ; totals must never be altered ; differences which may be discovered should be made the subject of statements in the form of the annexed specimen CP 17. These statements are addressed to the Administration concerned which must incorporate the amount in its next account CP 16 ; no statement CP 17 is drawn up when the final amount of the differences does not exceed 2 gold francs per account.

4. After they have been checked and accepted, the accounts CP 16 and statements CP 15 are returned to the Administration which prepared them at the latest by the end of the second month from the date of despatch ; this interval is extended to four months in relations with distant Countries. If the Administration which has sent the account does not receive any notice of amendment during these periods, the account is regarded as fully accepted.

5. The accounts CP 16 are summarised in a quarterly general account in the form of the annexed specimen CP 18, prepared by the creditor Administration ; this account may, however, be prepared half-yearly by agreement between the Administrations concerned.

6. When the balance of a general account CP 18 does not exceed 25 francs, it may be incorporated in the general account CP 18 for the period following that to which the balance relates.

7. Accounting in respect of the sums paid out by each Administration on behalf of another for parcels delivered free of charges is effected on the following bases :

- a) The creditor Administration draws up each month in the currency of its own Country a detailed monthly account on a form in the form of the annexed specimen CP 19 ; parts B of the franking notes which have been retained are entered in alphabetical order of the offices which have advanced the charges and in the numerical order which has been given to them ;
- b) the detailed account, accompanied by parts B of the franking notes, is forwarded to the debtor Administration at the latest by the end of the month following that to which it relates ; “ Nil ” accounts are not prepared ;
- c) the accounts are checked under the conditions laid down by the Detailed Regulations of the Agreement concerning Postal Money Orders and Postal Travellers' Cheques ;¹
- d) the accounts are the subject of a special settlement ; each Administration may, however, request that these accounts be settled with the postal money order accounts, the parcels accounts CP 16 or the accounts R 5 relating to cash on delivery items, without being incorporated in them.

8. When it is necessary to recover payments from the Administrations responsible in accordance with the provisions of Article 39 of the Agreement and several amounts are involved, these are summarised on a form CP 22 in the form of the annexed specimen and the total amount is carried forward to the account CP 16.

ARTICLE 142

Settlement of accounts

1. The amount of the balance of the general accounts is paid by the debtor Administration to the creditor Administration in accordance with the provisions of Article 42 of the Convention.

2. The preparation and despatch in duplicate of a general account must be carried out as soon as the accounts CP 16 have been returned accepted. The check of the account CP 18 by the debtor Administration and the return of one of the two copies to the creditor Administration must take place in the two months following receipt of the account ; when this period has passed the account CP 18 may be regarded as fully accepted. The balance should be paid as quickly as possible and, at the latest, before the end of a period of two months from the acceptance of the general account.

3. Any Administration which each month consistently has owing to it by another Administration a sum greater than 30,000 francs, has the right to claim a monthly payment on account up to three quarters of the amount of the debt ; its request must be met within a period of two months.

¹ See p. 207 of this volume.

CHAPTER VIII
MISCELLANEOUS PROVISIONS

ARTICLE 143

Forms for the use of the public

For the purpose of applying the provisions of Article 45, § 2, of the Convention, the following are considered as forms for the use of the public :

- CP 2 (Despatch note) ;
- CP 3 (Customs declaration) ;
- CP 4 (Franking note) ;
- CP 5 (Enquiry concerning a postal parcel) ;
- CP 6 (Advice of embarkation).

ARTICLE 144

Period of retention of documents

1. Documents of the parcels service, including despatch notes, must be kept for a minimum period of eighteen months from the day following the date to which they refer.

2. Documents concerning a dispute or an enquiry must be kept until the matter has been settled. If the enquiring Administration, duly informed of the result of an enquiry, allows six months to elapse from the date of the communication without raising any objections, the matter is regarded as settled.

CHAPTER IX
FINAL PROVISIONS

ARTICLE 145

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 Postal Parcels comes into operation.

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

Done at Ottawa, the 3rd of October 1957.

SIGNATURES

(The same as on pages 132 and 133 of this volume.)

FINAL PROTOCOL TO THE DETAILED REGULATIONS

At the moment of proceeding to sign the Detailed Regulations for implementing the Agreement concerning Postal Parcels concluded this day, the undersigned, in the name of their respective Administrations, have agreed the following:

ARTICLE I

Maximum weight of parcel bags

Notwithstanding the provisions of Article 131, § 4, Ceylon, the United Kingdom of Great Britain and Northern Ireland, those British Overseas Territories, including the Colonies, the Protectorates and Territories under Trusteeship exercised by the Government of the United Kingdom of Great Britain and Northern Ireland whose internal regulations do not permit them to comply, as well as the Irish Republic, have the right not to accept parcel bags which weigh more than 36 kilogrammes.

Done at Ottawa, the 3rd of October 1957.

SIGNATURES

(The same as on pages 132 and 133 of this volume.)

LIST OF FORMS

No. 1	Title or nature of the form 2	References 3
CP 1	Table CP 1	art. 103, § 1
CP 2	Despatch note	art. 106, § 1 a)
CP 3	Customs declaration	art. 106, § 1 b)
CP 4	Franking note	art. 115, § 2
CP 5	Enquiry concerning a postal parcel	art. 127, § 1 a)
CP 6	Advice of embarkation	art. 124, § 2
CP 7	" V " label for insured parcel combined with the number of the parcel and the name of the office of origin	art. 109, c)
CP 8	Parcel label with the number of the parcel and the name of the office of origin	art. 107, § 1 a)
CP 9	Advice of non-delivery	art. 137, § 1
CP 10	Advice of reforwarding of a form CP 5	art. 127, § 1 b)
CP 11	Parcel bill for postal parcels	art. 130, § 1
CP 12	Special parcel bill for the payment of rates due for the transit of parcels sent	art. 131, § 6
CP 13	Verification note	art. 134, § 3
CP 14	Report concerning the theft, damage or decrease in weight of a postal parcel	art. 135, § 4
CP 15	Monthly statement of the amounts due Quarterly	art. 141, § 1
CP 16	Summarised account	art. 141, § 2
CP 17	Statement of differences observed in the summarised account	art. 141, § 3
CP 18	General account	art. 141, § 5
CP 19	Detailed monthly account of Customs, etc., charges	art. 141, § 7 a)
CP 20	Air parcel bill	art. 130, § 1
CP 21	Table CP 21	art. 103, § 1
CP 22	Statement of amounts due in respect of indemnity for postal parcels	art. 141, § 8
CP 23	Label for parcel post despatch	art. 131, § 1 a)
CP 24	Label for air parcel post despatch	art. 131, § 1 a)

ANNEXES :

FORMS CP 1 to CP 24

CP 1

POSTAL ADMINISTRATION

of

TABLE CP 1

indicating the conditions on which the postal Administration of accepts postal parcels in transit addressed to Countries for which it is in a position to serve as an intermediary.

No.	Country of destination	Route	Limit of insured value	Weight steps	Rates and fee to the credit of the Administration of		Rates						Countries and sea services to which they are due	Number of customs declarations	Observations				
					Rates according to weight	Insurance fee for each 200 fr	Analysis of the amounts in column 6												
1	2	3	4	5	6	7	1	3	5	10	15	20	8	9	10	11			
			fr	kg	fr	c	kg	kg	kg	kg	kg	kg	a	b	c	d	e	f	

Parcels, Ottawa 1957, art. 103, § 1—Size : 210 × 297 mm.

CP 1

Front

CP 2

<p>COUPON</p> <p>May be detached by addressee</p> <p>Stamp of the office of origin</p> <div style="text-align: center; border: 1px solid black; border-radius: 50%; width: 80px; height: 80px; margin: 0 auto;"></div> <p>Name and address of the sender</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p>Number(s) of parcel(s) (Space reserved for labels CP 7 and CP 8)</p> <p>DESPATCH NOTE</p> <p>Country of origin.....</p> <p>Insured value gold-francs (in arabic figures)</p> <p style="text-align: center;">(To be written in full in words in Roman letters) (in arabic figures)</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; border-right: 1px solid black; vertical-align: top;"> Number of { parcel(s) customs declarations..... certificates or invoices </td> <td style="border: 1px solid black; vertical-align: top;"> Description of packing⁽¹⁾ <div style="text-align: center; border: 1px solid black; width: 80%; height: 40px; margin: 0 auto;"> (*) </div> </td> </tr> </table> <p>Amount of C.O.D. payment (To be written in full in Roman letters) (in Arabic figures)</p> <p>To be carried to the credit of current postal account No.</p> <p>of</p> <p>at held by the cheque office of</p> <p style="text-align: center;">(Name of addressee)</p> <p style="text-align: center;">(Street and number)</p> <p style="text-align: center;">(Place of destination)</p> <p style="text-align: center;">(Country of destination)</p>	Number of { parcel(s) customs declarations..... certificates or invoices	Description of packing ⁽¹⁾ <div style="text-align: center; border: 1px solid black; width: 80%; height: 40px; margin: 0 auto;"> (*) </div>	<p>Application of postage stamps* or indication of postage paid</p> <p>* The option of affixing postage stamps to the note itself or on the coupon has been maintained (Congress Documents of London 1929, Tome II, page 422.)</p>				
Number of { parcel(s) customs declarations..... certificates or invoices	Description of packing ⁽¹⁾ <div style="text-align: center; border: 1px solid black; width: 80%; height: 40px; margin: 0 auto;"> (*) </div>							
<p>Customs stamp</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; border-right: 1px solid black;"> Weight kg. g. kg. g. kg. g. </td> <td style="width: 30%; border-right: 1px solid black;"> Customs duty⁽²⁾ </td> <td style="width: 40%;"> Route to be followed Route</td> </tr> <tr> <td colspan="2"></td> <td>Office of exchange.....</td> </tr> </table>	Weight kg. g. kg. g. kg. g.	Customs duty ⁽²⁾	Route to be followed Route			Office of exchange.....	<p>CP 2 (Front)</p>
Weight kg. g. kg. g. kg. g.	Customs duty ⁽²⁾	Route to be followed Route						
		Office of exchange.....						

(1) Packet, case, carton, basket, bag, etc.
 (2) If the sender does not wish the parcel to be redirected, he should indicate it here and on the parcel
 (3) To be filled in by the office of entry, or by the Customs Service of the Country of destination.

INSTRUCTIONS TO BE GIVEN BY THE SENDER

The sender must indicate, in the space below and on the parcel, the manner in which the latter should be treated in case of non-delivery. Only the following instructions are allowed. They must be given by underlining and, where necessary, by completing the printed text.

PARCELS FOR WHICH THE SENDER HAS NOT GIVEN INSTRUCTIONS ARE RETURNED WITHOUT ADVICE

If the delivery of the parcel described on the front of this note cannot be effected, I request :

- a) that an advice of non-delivery be sent to me ;
- b) that the advice of non-delivery be addressed to (1)
-
- c) that the parcel be returned to origin forthwith by (2) { surface ; (4)
air ; (4)
- d) that the parcel be returned to origin by (2) { surface } at the end of a period of days ; (4)
air
- e) that the parcel be delivered or redirected by (2) { surface } to (2)
air
-
- f) that the parcel be redirected by (2) { surface } with a view to delivering it to the original addressee ; (4)
air
- g) that the parcel be sold at my entire risk ;
- h) that the parcel be treated as abandoned.

Signature of sender :

RECEIPT OF ADDRESSEE

The undersigned declares having received the parcel(s) described on the front of this note.

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

Signature :

(1) Indicate the name and address of a third person in the Country of destination.

(2) Strike out whichever entry does not apply.

(3) Indicate the name and address of the new addressee and mention, where appropriate, if the parcel should be delivered without collection of the trade charge or against payment of a sum less than the original sum.

(4) The sender undertakes to pay the charges demanded for each new transmission as well as the other charges made by the Administrations concerned.

CP 4

<p>DETAIL OF CHARGES DUE</p> <p>(in the currency of the Country of destination of parcel)</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Fee for delivery free of charges</td> <td style="width: 5%; border-bottom: 1px solid black;"> </td> <td style="width: 5%; border-bottom: 1px solid black;"> </td> <td style="width: 5%; border-bottom: 1px solid black;"> </td> <td style="width: 5%; border-bottom: 1px solid black;"> </td> <td style="width: 5%; border-bottom: 1px solid black;"> </td> <td style="width: 5%; border-bottom: 1px solid black;"> </td> <td style="width: 5%; border-bottom: 1px solid black;"> </td> </tr> <tr> <td>Customs duty ..</td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> </tr> <tr> <td>Customs clearance charge</td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> </tr> <tr> <td>Other charges or fees</td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> </tr> <tr> <td>Total ..</td> <td style="border-bottom: 3px double black;"> </td> <td style="border-bottom: 3px double black;"> </td> <td style="border-bottom: 3px double black;"> </td> <td style="border-bottom: 3px double black;"> </td> <td style="border-bottom: 3px double black;"> </td> <td style="border-bottom: 3px double black;"> </td> <td style="border-bottom: 3px double black;"> </td> </tr> </table>	Fee for delivery free of charges								Customs duty ..								Customs clearance charge								Other charges or fees								Total ..								<p style="text-align: center;">PART B</p> <p style="text-align: center;">Part to be filled in by the Administration of destination</p> <p style="text-align: center;">TOTAL OF CHARGES ADVANCED</p> <p style="text-align: center;">— in Arabic figures —</p> <p style="text-align: center;">=====</p> <p style="text-align: center;">(in the currency of the Country of destination of the parcel)</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; border-right: 1px solid black;">Date of the advance</td> <td style="width: 15%; border-right: 1px solid black;">Register No.</td> <td style="width: 20%; border-right: 1px solid black;">Office which has made the advance</td> <td style="width: 50%;">Signature of the official</td> </tr> </table>	Date of the advance	Register No.	Office which has made the advance	Signature of the official	<p style="text-align: center;">Stamp of office which has advanced the charge</p> <div style="text-align: center; border: 1px solid black; width: 100px; height: 100px; margin: 0 auto; border-radius: 50%;"></div>
Fee for delivery free of charges																																														
Customs duty ..																																														
Customs clearance charge																																														
Other charges or fees																																														
Total ..																																														
Date of the advance	Register No.	Office which has made the advance	Signature of the official																																											
<p style="text-align: center;">COUPON</p> <p style="text-align: center;">Stamp of office of origin</p> <div style="text-align: center; border: 1px solid black; width: 100px; height: 100px; margin: 0 auto; border-radius: 50%;"></div> <p>The sender of parcel.....</p> <p>No..... weight..... kg.</p> <p>insured for..... fr.</p> <p>posted at.....</p> <p>addressed to.....</p> <p>at.....</p> <p>has paid the charges indicated overleaf.</p>			<p style="text-align: center;">PART A</p> <p style="text-align: center;">POSTAL ADMINISTRATION</p> <p style="text-align: center;">of.....</p> <p style="text-align: center;">FRANKING NOTE</p> <p>Parcel No..... weight..... kg. from.....</p> <p>insured for..... fr., despatched by.....</p> <p>.....</p> <p>at.....</p> <p>addressed to.....</p> <p style="text-align: center;">(Street and number)</p> <p>.....</p> <p>(Place of destination) (Country of destination)</p> <p>is to be delivered free of all charges. Signature of sender</p> <p>The undersigned undertakes to pay these..... charges.</p> <p>To be returned to the office of.....</p> <p>(Indicate the name of the office responsible for recovering the charges or, where appropriate, that of the office to which the form should be returned.)</p>	<p style="text-align: center;">Stamp of office of origin</p> <div style="text-align: center; border: 1px solid black; width: 100px; height: 100px; margin: 0 auto; border-radius: 50%;"></div>																																										

Part B (back)

Upper edge of the form when Parts A and B are folded one upon the other

Part A (front)

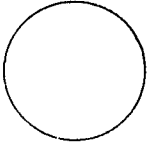
CP 4 (contd.)

<p>Coupon to be handed to the sender after recovery of charges</p> <p>DETAIL OF CHARGES DUE</p> <p>(in the currency of the Country of destination of the parcel)</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Fee for delivery free of charges</td> <td style="width: 5%; border: 1px solid black;"></td> <td style="width: 5%; border: 1px solid black;"></td> <td style="width: 10%; border: 1px solid black;"></td> </tr> <tr> <td>Customs duty</td> <td style="border: 1px solid black;"></td> <td style="border: 1px solid black;"></td> <td style="border: 1px solid black;"></td> </tr> <tr> <td>Customs clearance charge</td> <td style="border: 1px solid black;"></td> <td style="border: 1px solid black;"></td> <td style="border: 1px solid black;"></td> </tr> <tr> <td>Other charges or fees</td> <td style="border: 1px solid black;"></td> <td style="border: 1px solid black;"></td> <td style="border: 1px solid black;"></td> </tr> <tr> <td>Total</td> <td style="border: 1px solid black;"></td> <td style="border: 1px solid black;"></td> <td style="border: 1px solid black;"></td> </tr> </table>	Fee for delivery free of charges				Customs duty				Customs clearance charge				Other charges or fees				Total				<p style="text-align: center;">PART A</p> <p style="text-align: center;">Part to be filled in by the Administration of destination</p> <p style="text-align: center;">TOTAL OF CHARGES ADVANCED</p> <p style="text-align: center;">(see details on the coupon)</p> <p style="text-align: center;">— in Arabic figures —</p> <p style="text-align: center;">=====</p> <p style="text-align: center;">(in the currency of the Country of destination of the parcel)</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black;">Date of the advance</td> <td style="width: 25%; border: 1px solid black;">Register No.</td> <td style="width: 25%; border: 1px solid black;">Office which has made the advance</td> <td style="width: 25%; border: 1px solid black;">Signature of the official</td> </tr> </table>	Date of the advance	Register No.	Office which has made the advance	Signature of the official	<p>Stamp of the office which has advanced the charges</p> <div style="text-align: center; border: 1px solid black; width: 100px; height: 100px; margin: 0 auto; border-radius: 50%;"></div>
Fee for delivery free of charges																										
Customs duty																										
Customs clearance charge																										
Other charges or fees																										
Total																										
Date of the advance	Register No.	Office which has made the advance	Signature of the official																							
<p>that is.....</p> <p>(currency of the Country of origin of the parcel)</p> <p>Stamp of the office which has recovered the charges</p> <div style="text-align: center; border: 1px solid black; width: 100px; height: 100px; margin: 0 auto; border-radius: 50%;"></div>	<p style="text-align: center;">Part to be filled in by the Administration of origin</p> <p style="text-align: center;">— in Arabic figures —</p> <p style="text-align: center;">that is =====</p> <p style="text-align: center;">(after conversion into the currency of the Country of origin of the parcel)</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; border: 1px solid black;">Register of arrival</td> <td style="width: 30%; border: 1px solid black;">Converted by (Signature of the official)</td> <td style="width: 40%; border: 1px solid black;">Stamp of the office which has recovered the charges</td> </tr> <tr> <td style="border: 1px solid black;">No.</td> <td style="border: 1px solid black;">.....</td> <td style="border: 1px solid black;"> <div style="text-align: center; border: 1px solid black; width: 100px; height: 100px; margin: 0 auto; border-radius: 50%;"></div> </td> </tr> </table>	Register of arrival	Converted by (Signature of the official)	Stamp of the office which has recovered the charges	No.	<div style="text-align: center; border: 1px solid black; width: 100px; height: 100px; margin: 0 auto; border-radius: 50%;"></div>	<p style="text-align: right;">CP 4</p> <p style="text-align: center;">PART B</p> <p style="text-align: center;">Stamp of the office of origin</p> <div style="text-align: center; border: 1px solid black; width: 100px; height: 100px; margin: 0 auto; border-radius: 50%;"></div>																		
Register of arrival	Converted by (Signature of the official)	Stamp of the office which has recovered the charges																								
No.	<div style="text-align: center; border: 1px solid black; width: 100px; height: 100px; margin: 0 auto; border-radius: 50%;"></div>																								
	<p style="text-align: center;">POSTAL ADMINISTRATION</p> <p>of</p> <p style="text-align: center;">FRANKING NOTE</p> <p>Parcel No..... weight..... kg. from.....</p> <p>insured for..... fr., despatched by.....</p> <p>.....</p> <p>at</p> <p>addressed to.....</p> <p style="text-align: center;">(Street and number)</p> <p>.....</p> <p>(Place of destination) (Country of destination)</p> <p>is to be delivered free of all charges.</p> <p>The undersigned undertakes to pay these charges.</p>	<p style="text-align: center;">CP 4</p> <p style="text-align: center;">Stamp of the office of origin</p> <div style="text-align: center; border: 1px solid black; width: 100px; height: 100px; margin: 0 auto; border-radius: 50%;"></div>																								

Part A (back)

Part B (front)

Front

POSTAL ADMINISTRATION		CP 5 Stamp of the office of origin
of		
OFFICE OF		
ENQUIRY concerning a postal parcel		
(A single form is sufficient for several parcels posted at the same time at the same office by the same sender and sent by the same route to the same address)		
1 To be filled up in the service of origin	Parcel ⁽¹⁾	
	weighing, containing ⁽²⁾	
	posted by	
	on the..... 19..... under No. at the office of	
	to the following address ⁽³⁾ :	
⁽⁴⁾ and in respect of which an advice of delivery was requested Description of exterior of parcel		
2 To be filled up in the service of destination	A—in case of delivery	The undersigned declares that the parcel mentioned above was duly delivered to the entitled person on the 19..... The amount of the trade charge has been forwarded to the sender of the parcel by money order No. on the 19..... The amount of the trade charge has been forwarded to the postal cheque office of by money order No. on the 19..... The amount of the trade charge has been placed in the current postal account on the 19..... <div style="text-align: right;">Stamp of the office of delivery</div> <div style="text-align: center; margin-top: 20px;"> Official in charge of the delivery office </div>
	B—in case of non-delivery	The undersigned declares that the parcel mentioned above is still at the office of was returned to the office of origin on the 19..... was redirected on the 19..... to ⁽⁵⁾ has not reached its destination. Stamp of the office of delivery The declaration of the addressee is annexed. <div style="text-align: center; margin-top: 20px;"> Official in charge of the delivery office </div>
	(1) Indicate the category (ordinary parcel, insured parcel, urgent parcel, express parcel, cash on delivery parcel, etc.) and, where appropriate, the amount of insured value or trade charge.	
	(2) Describe the contents as far as possible.	
	(3) Indicate exact and full address.	
(4) Strike out whichever entry does not apply.		

CP 5 (back)

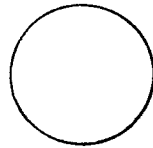
To be filled in only when the disposal of the parcel cannot be established by the enquiries provided for overleaf

To be filled up in the service of origin

The parcel described overleaf was reforwarded by the office of exchange of..... to the office of exchange of..... in despatch No..... of the..... 19..... entered under No..... on the parcel bill No.....

Office stamp

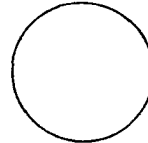
Signature :



The parcel described overleaf was reforwarded by the office of exchange of..... to the office of exchange of..... in despatch No..... of the..... 19..... entered under No..... on the parcel bill No.....

Office stamp

Signature :

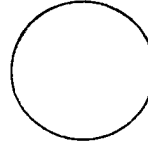


To be filled up in the intermediate services

The parcel described overleaf was reforwarded by the office of exchange of..... to the office of exchange of..... in despatch No..... of the..... 19..... entered under No..... on the parcel bill No.....

Office stamp

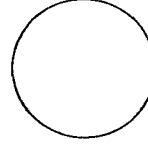
Signature :



The parcel described overleaf was reforwarded by the office of exchange of..... to the office of exchange of..... in despatch No..... of the..... 19..... entered under No..... on the parcel bill No.....

Office stamp

Signature :



Final reply

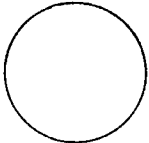
of the Administration of destination or, if appropriate, of the intermediate Administration which cannot establish the regular transmission of the parcel under enquiry to the next Administration :

5

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

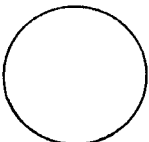
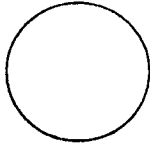
This form should be returned to.....

Front

<p>POSTAL ADMINISTRATION of</p> <p>(Part to be filled up by the office of origin of the parcel)</p> <p>Parcel No.</p> <p>insured for</p> <p>posted at the office of</p> <p>addressed to</p> <p>.....</p> <p>on the 19</p> <p>The sender wishes to know when and by which ship this parcel was loaded</p> <p>at ⁽¹⁾</p> <p><small>(1) Describe exactly the port (or the Country) of embarkation.</small></p>	<p style="text-align: right;">CP 6</p> <p>On postal service</p> <p>ADVICE OF EMBARKATION</p> <p><small>(Part to be filled up by the sender of the parcel, who will indicate his address below for the return of this advice)</small></p> <p style="text-align: right;"><small>Stamp of office returning the advice</small></p> <div style="text-align: center; margin: 20px 0;">  </div> <p>.....</p> <p style="text-align: center;"><small>(Name or firm)</small></p> <p>.....</p> <p style="text-align: center;"><small>(Street and number)</small></p> <p>at</p> <hr style="border: 0.5px solid black;"/> <p style="text-align: center;"><small>(Locality)</small></p> <p>.....</p> <p style="text-align: center;"><small>(Country)</small></p>
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Parcels, Ottawa 1957, art. 124 § 2—Size : 148 × 105 mm.

Back

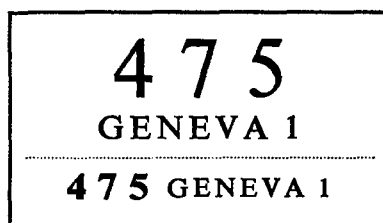
<p>The parcel described overleaf was included in despatch No.</p> <p>of</p> <p>for</p> <p>sent on the 19</p>	<p style="text-align: center;"><small>Stamp of the despatching office of exchange</small></p> <div style="text-align: center; margin: 20px 0;">  </div>
<p>The parcel described overleaf included in the despatch mentioned above was loaded at</p> <p>on the ship</p> <p>sailing on the 19</p>	<p style="text-align: center;"><small>Stamp of the office of exchange at the port of embarkation</small></p> <div style="text-align: center; margin: 20px 0;">  </div>

CP 7



Parcels, Ottawa 1957, art. 109, c)—Size : 52 × 37 mm., colour red.

CP 8



Parcels, Ottawa 1957, art. 107, § 1, a)—Size : 52 × 37 mm.

Front

POSTAL ADMINISTRATION

CP 9

of.....

OFFICE Of.....

ADVICE OF NON-DELIVERY⁽¹⁾

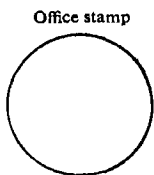
(One form is sufficient for several parcels posted at the same time by the same sender to the same address)

The parcel(s) associated with the attached despatch note(s) No.....
 originating at..... is/are held undelivered at my office for the following reason :

- a) the parcel(s)⁽²⁾ ~~has~~/~~have~~ been refused by the addressee.
- b) the parcel(s)⁽²⁾ ~~has~~/~~have~~ not been claimed.
- c) the addressee is unknown, away (from home), gone away, deceased.
- d) the address(es)⁽²⁾ ~~is~~/~~are~~ insufficient.
- e) the address(es) on the parcel(s)⁽²⁾ ~~does~~/~~do~~ not agree with that on the despatch note.
- f) the addressee refuses to pay {
 - the customs duty.
 - the trade charge.
 - other charges and fees to which the parcel(s)⁽²⁾ ~~is~~/~~are~~ liable.
- g) the parcel(s)⁽²⁾ ~~is~~/~~are~~ liable to customs duty and other charges and fees amounting to.....
 (to be indicated in the currency of the Country preparing this advice)
- For extended warehousing, this sum will be increased by.....
- h) the addressee has not an import licence.

Please invite⁽³⁾ the sender to give instructions and inform him that the person described below

if these instructions do not reach me within a period of..... months, the parcel(s) will be returned to origin subject to subsequent payment of charges⁽⁴⁾.



Name and address of the person of whom the instructions are to be sought⁽⁴⁾.

.....

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

Signature :

.....

(1) To be sent by registered post.
 (2) Underline and complete, if necessary, the text which applies.
 (3) Strike out whichever entry does not apply.
 (4) Until the instructions have arrived, the office is authorised either to deliver the parcel to the original addressee or to another addressee if one is indicated on the back of the despatch note, or to reforward it to a new address.
 (4) Do not fill up if instructions are to be sought of the sender.

CP 9 (back)

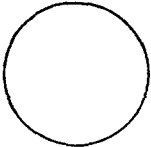
REPLY

The parcel(s) should be :

- a) presented once more to the original addressee :
- b) (*) delivered to street no.
redirected (original addressee or another person)
 at
 without collection of the trade charge.
 against payment of a reduced trade charge(*) to.....
- (*) c) (*) delivered to street no.
redirected (original addressee or another person)
 at
 without collection of customs duty or other charges to which the parcel(s) is liable(*)
are
- d) returned immediately to office of origin by (*) surface
air. The sender undertakes to pay
 the transport and other charges.
- e) sold at the entire risk of the sender.
- f) treated as abandoned.

The person concerned having failed to reply to the requests for instructions which have been addressed to him, the parcel(s) should be returned to the office of origin at the expiry of the prescribed period.

Office stamp



Signature :

.....

(*) Reply by underlining and, where necessary, by completing the printed text.

(*) In this case, the office of origin will attach to the reply a new Cash on Delivery Money Order (issued in accordance with Article 106 of the Agreement concerning Cash on Delivery items).

(*) In this case, the office of origin will attach to the reply a franking note (issued in accordance with Article 115 of the Agreement concerning Postal Parcels).

(*) Strike out whichever entry does not apply.

Front

CP 10

POSTAL ADMINISTRATION

of.....

OFFICE of.....

ADVICE OF REFORWARDING OF A FORM CP 5

Enquiry No..... concerning the parcel described below,
posted on the 19..... at

by

addressed to.....

No..... insured value :

amount of trade charge :

has been reforwarded today to.....

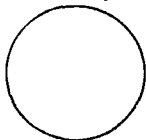
at.....

with the following information :

The parcel was forwarded by the office of exchange of.....
to the office of exchange of..... in despatch No..... of the 19.....
entered under No..... on parcel bill No..... This office received it without comment.

If the enquiry is not answered in a reasonable time a duplicate should be sent to the
service of, indicating precise details. The matter may be regarded
as closed as far as our service is concerned.

Date stamp



..... the 19.....

Signature :

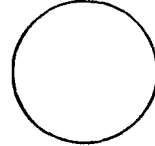
(The form is to be folded in two and returned unenclosed to the address appearing on the back)

CP 10 (Back)

POSTAL ADMINISTRATION

of.....

Date Stamp



ON POSTAL SERVICE

(*)

.....

.....

.....

.....

.....

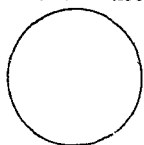
(*) Address of the office originating the enquiry or of a specially designated office.

DESPATCHING ADMINISTRATION

ADMINISTRATION OF DESTINATION

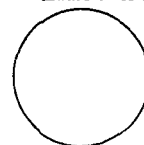
Serial number of the despatch : No. of the parcel bill : (1)

Stamp of the outward office of exchange



PARCEL BILL
for postal parcels

Stamp of the inward office of exchange



sent by the office of exchange of
to the office of exchange of
Departure (..... despatch) on the 19.....,
at h m.

Number		Number of parcels	Office of origin	Place of destination(2)	Weight(3) of each insured parcel		Insured value	Rates and charges due				Amount of trade charge	Observations
Serial	of parcel				kg	g		by the despatching Administration to the receiving Administration		by the receiving Administration to the despatching Administration			
1	2	3	4	5	6	7	8	9	10	11			
1					kg	g	fr	fr	c	fr	c		
2													
3													
4													
5													
6													
7													
8													
9													
10													
11													
12													
13													
14													
15													
16													
17													
18													
19													
20													
Totals													

Official of the outward office of exchange :

Official of the inward office of exchange :

(1) To be filled up if the despatch includes several forms CP 11.
(2) Not to be filled up if the parcels are addressed to the same office as the parcel bill.
(3) If necessary, this column may be used for entering the weight of uninsured parcels.

Front

CP 13 (Front)

POSTAL ADMINISTRATION

of

OFFICE of

Stamp of the office despatching the note

Stamp of the office receiving the note

VERIFICATION NOTE No.(1)

Errors and irregularities observed in parcel despatch No. (parcel bill No.)

from the office of exchange of

for the office of exchange of

Departure (.....despatch) of the 19....., at..... h..... m

Missing parcels													
Number	Serial (col. 1 of parcel bill)	of the parcel	2	Office of origin	3	Address (as exact as possible)	4	Credit	5	Correction	6	Observations	7
	1							fr	c	fr	c		

Excess parcels												
Number	Serial (col. 1 of parcel bill)	of the parcel	2	Office of origin	3	Exact address		Type of receptacle (bag, basket, etc.)	Insured value	Weight	8	
						of the sender	4					of the addressee
	1								7	kg	fr	

(1) To be sent by registered post.

Continued overleaf

Parcels, Ottawa 1957, art. 134, § 3—Size : 210 x 148 mm.

Damaged parcels										
Number		Office of origin	Address		Contents	Weight observed		Insured value	Type of receptacle (bag, basket, etc.)	
Serial (col. 1 of parcel bill)	of the parcel		of the sender	of the addressee		kg	g			fr
1	2	3	4	5	6	7	8	9	9	
Description and apparent cause of the damage or other observations :										
.....										
.....										
Irregularities										
(missing parcel bill, insufficient packing or fastening, etc.)										
.....										
.....										
Errors										
Number		Office of origin	Name and address of addressee	Weight		Number of the column	Entry by the outward office of exchange		Correction by the inward office of exchange	
Serial (col. 1 of parcel bill)	of the parcel			kg	g		fr	c	fr	c
1	2	3	4	5	6	7	8	9	10	
				Totals						
....., the 19.....				, the 19.....					
Officials of the inward office of exchange :					Seen and accepted, Official in charge of the outward office of exchange :					
.....									

Front

POSTAL ADMINISTRATION

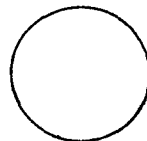
CP 14

of

Stamp of the office preparing the report

REPORT

concerning the (1) { theft damage decreased weight } of a postal parcel



PART I

Report drawn up by the office of on the 19.....

Office of posting : Date of posting : 19.....

Number of parcel :

Sender :

Addressee :

Insured value : Trade charge:.....

Weight shown : Weight as observed :.....

External wrapping : Internal packing :.....

Office which made up the mail.....

Date of the mail : 19..... Serial number of the mail :

The mail arrived on the 19.....

- (1) { by travelling post office in the railway van No. by the ship by the air line

The parcel arrived (1) { in a bag unenclosed

Detailed statement of the facts.....

Signatures :

(1) Strike out whichever entry does not apply

(See overleaf)

PART II

Report drawn up by the office of the 19.....

The packing of the item is considered (1) to be / not to be in accordance with regulations.

(2) { From the entries on the invoice / the customs declaration } the contents should have comprised
{ According to the addressee / the sender }

On examination, in the presence of (2) the addressee / the sender, it has been observed

(2) { Consequently / According to the addressee / According to the sender } the following (2) is / are missing

(2) The addressee / The sender estimates an amount of as the loss by (2) { theft. / damage. / decreased weight. }

(2) The { theft / damage / decreased weight } is due to

(1) After repacking and weighing, the new weight is ; the item has been forwarded to its destination.

(1) The contents have been destroyed by the undersigned office.

(1) The packing is held here.

(2) The addressee / The sender refuses the item / has accepted the item, but claims an indemnity of

(1) The following are annexed to this report : the packing of the parcel, the receptacle, string, seals, lead seals, label.

In faith whereof, we have drawn up this report, of which a duplicate has been sent, with a verification note to the office of exchange of

Signatures of postal officials

Signature of addressee or sender

Signature of customs officer

(1) Strike out whichever entry does not apply.

CP 16

POSTAL ADMINISTRATION

SERVICE WITH THE ADMINISTRATION

of.....

of.....

SUMMARISED ACCOUNT⁽¹⁾

of the⁽²⁾ monthly statements (form CP 15)
quarterly

addressed by the offices of exchange of the Administration of.....

to the offices of exchange of the Administration of.....

Month of..... 19.....

⁽²⁾.....

..... quarter 19.....

No. 1	Receiving office of exchange 2	Amounts due according to each ⁽²⁾ <u>monthly</u> statement <u>quarterly</u>				Observations 5
		to the receiving Administration 3		to the sending Administration 4		
		fr	c	fr	c	
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
	Totals					
	Deduct					
	Balance in favour of the Administration					
	of.....					

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

Seen and accepted :
 , the 19.....

⁽¹⁾ To be drawn up in duplicate.
⁽²⁾ Strike out whichever entry does not apply.

CP 17

POSTAL ADMINISTRATION

of

STATEMENT OF DIFFERENCES

observed in the summarised account (form CP 16) drawn up by the Administration of

for the (1) { month of 19.....
 quarter 19.....

No.	Serial No. of account CP 16 2	Parcel mails		Date 5	Amount				Credit due to the Administration				Observations (2) 10
		of 3	for 4		entered in account 6		corrected 7		of 8		of 9		
1					fr	c	fr	c	fr	c	fr	c	
1													
2													
3													
4													
5													
6													
7													
8													

Seen and accepted :
, the 19.....

(1) Strike out whichever entry does not apply.
 (2) Use, if necessary, the free space on the front or back of the form.

CP 17

POSTAL ADMINISTRATION CP 19
of

**DETAILED MONTHLY ACCOUNT
OF CUSTOMS, ETC. CHARGES**

Customs, etc., charges paid by the Administration of

on behalf of the Administration of

Month of 19

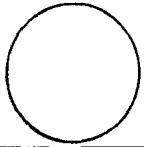
Number	Date of payment	Number of franking note	Office which made the payment	Amount of each franking note	Observations
1	2	3	4	5	6
1
2
3
4
5
6
7
8
9
0
1
2
3
4
5
6
7
8
9
0
Total			

....., the 19..... Signature :

DESPATCHING ADMINISTRATION

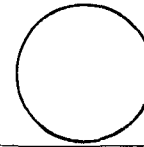
ADMINISTRATION OF DESTINATION CP 20

Serial number of the despatch : Number of the parcel bill :⁽¹⁾ Air line :
 Stamp of the outward office of exchange Stamp of the inward office of exchange



AIR PARCEL BILL

sent by the office of exchange of
 to the office of exchange of
 Departure (..... despatch) on the 19...., at hr ...m



Number		Number of parcels	Office of origin	Place of destination ⁽²⁾	Weight ⁽³⁾ of each insured parcel		Insured value	Land and sea rates and charges due				Air rates due				Amount of trade charge	Observations
Serial	of parcel				by the despatching Administration to the receiving Administration	by the receiving Administration to the despatching Administration		by the despatching Administration to the receiving Administration	by the receiving Administration to the despatching Administration	fr	c	fr	c	fr	c		
1	2	3	4	5	kg	g	fr	fr	c	fr	c	fr	c	fr	c	12	13
1																	
2																	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
11																	
12																	
13																	
14																	
15																	
16																	
17																	
18																	
19																	
20																	
Totals																	

Official of the outward office of exchange :

Official of the inward office of exchange :

(1) If there are several forms CP 20 with the mail.
 (2) Not to be filled in if the parcels are addressed to the same office as the air parcel bill.
 (3) If necessary, this column may be used for entering the weight of uninsured parcels.

1960 Nations Unies — Recueil des Traités 201

CP 20

(Front)

CP 21

POSTAL ADMINISTRATION

of.....

TABLE CP 21

showing the conditions on which the above-mentioned postal Administration accepts air parcels addressed to its own territory and to Countries for which it is in a position to serve as an intermediary.

NOTE.—The amounts shown in column 5 of Section C (see the back of the form) only represent the inward rate with which the Administration of destination should be credited. Where it is necessary to claim land or sea transit rates, the amounts should be shown in the same column with a corresponding reference.

I.—INFORMATION to be given by the Administration preparing this table on the following subjects :

SECTION A

Questions :	Answers :
1.—Does the Administration charge for reforwarding air parcels by air in the interior of its country, on all or part of the journey ?	(1)
2.—If so, for which places ?	(2)
3.—May air parcels, addressed elsewhere, be sent via these places at the request of the sender ?	(1)

II.—SERVICES IN THE INTERIOR of

SECTION B

Weight steps	Rates to be paid to the Administration of.....				Observations
	Inward rate		Insurance fee for each 200 fr.		
1	2		3		4
kg	fr	c	fr	c	

(1) Yes or no.

(2) Indication of the places in alphabetical order.

(continued overleaf)

III.—SERVICES TO OTHER COUNTRIES											SECTION C					
Country of destination	Routes	Air Services used	Weight steps	Inward rates and, where applicable, land and sea transit rates due to the administration of				Total air rates due to the Administration of								Observations
								As far as the Country destination				In the interior of the Country of destination				
				Rates according to weight		Insurance fee for each 200 fr		Rates according to weight		Insurance fee for each 200 fr		Rates according to weight		Insurance fee for each 200 fr		
				5	6	7	8	9	10							
1	2	3	4	fr	c	fr	c	fr	c	fr	c	fr	c	11		
			kg													

CP 21 (Back)

POSTAL ADMINISTRATION

CP 22

of.....

STATEMENT
of amounts due in respect of indemnity for postal parcels (1)

by the Administration of..... Month of..... 19

No.	Parcels				Letters authorising recoveries			Amount	Observations (2)
	No.	Date of posting	Origin	Destination	No. of Statement or name of office	Date	Reference No. of debtor Administration		
1	2	3	4	5	6	7	8	9	10
1								fr c	
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
Total									

(To be carried to the summarised account CP 16)

(1) Compensation for parcels lost, damaged, sold, etc.

(2) Use, if necessary, the free space on the front or back of the form.

Postal Parcels	CP 23
Despatch No.	from Liverpool to
<input type="radio"/> Date of despatch	Montreal (Canada)
Bag No.	via
Number of parcels	Ship
	Port of disembarkation

Parcels, Ottawa 1957, art. 131, § 1, a)—Size : 125 × 60 or 148 × 52 mm., colour yellow ochre.

<p>Postal Parcels</p> <p>Despatch No.....</p> <p>Date of despatch.....</p> <p>○ Bag No.....</p> <p>Number of parcels.....</p> <p>kg.....</p>	<p>By Air Mail CP 24</p> <p>from Stockholm Station to</p> <p>Rio de Janeiro</p> <p>Line No.....</p> <p>Airport of transhipment.....</p>
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Parcels, Ottawa 1957, art. 131, § 1 a)—Size : 125 × 60 or 148 × 52 mm., colour yellow ochre.
