

Annexes: Forms

CP 00 707 599 2 NO



CP 71 DISPATCH NOTE

(Designated operator) **The item/parcel may be opened officially**

| | | | |
|----------|---|--|--|
| From | | No(s) of parcel(s) (barcode, if any) | |
| Name | Sender's Customs reference (if any) | | |
| Business | | | |
| Street | | | |
| Postcode | City | | |
| Country | | | |
| To | | Insured value - Words figures | |
| Name | Cash-on-delivery amount - Words figures | | |
| Business | Giro account No. and Giro centre | | |
| Street | Importer's reference (if any) (tax code/VAT No./Importer code) (optional) | | |
| Postcode | City | Importer's telephone/fax/e-mail (if known) | |
| Country | | | |

| | | | |
|---|--------------------------|--|--|
| Office of exchange | Customs stamp | (Please affix official labels here, when required) | |
| Please indicate service required (tick one box) | | Insured value SDR | |
| International Priority | International Economy | Total gross weight of the parcel(s) | |
| Customs duty | | Charges | |

| | | | | | |
|---|--|--|--|---|--|
| Office of origin/Date of posting | | Number of parcels | | certificates and invoices | |
| I have received the parcel described on this note | | Sender's instructions in case of non-delivery | | | |
| Date and addressee's signature | | Return immediately to sender <input type="checkbox"/> | | Return/Redirect <input type="checkbox"/> | |
| I certify that the particulars given in this customs declaration are correct and that this item does not contain any dangerous article prohibited by legisla- tion or by postal or customs regulations | | Return/Redirect to address below Address | | Treat as abandoned by surface/ S.A.L. <input type="checkbox"/> | |
| Date and sender's signature | | Days <input type="checkbox"/> | | Return/Redirect by surface/ S.A.L. <input type="checkbox"/> | |

| | | | | | |
|---|--|--------------------------------|--|---|--|
| Declaration by addressee | | Date and addressee's signature | | Return/Redirect by surface/ S.A.L. <input type="checkbox"/> | |
| I certify that the particulars given in this customs declaration are correct and that this item does not contain any dangerous article prohibited by legisla- tion or by postal or customs regulations | | Date and sender's signature | | Return/Redirect by surface/ S.A.L. <input type="checkbox"/> | |

Size 210 x 148 mm

Note. - To take account of the needs of their service, designated operators may use this form on its own or as part of the CP 72 manifold set.

CP 00 707 599 2 NO



RECEIPT

No(s), of parcel(s)
(barcode, if any)

The item/parcel may be opened officially

(Designated operator)

Sender's Customs
reference (if any)

From

Name
Business
Street
Postcode City
Country

Name
Business
Street
Postcode City
Country

To

Name
Business
Street
Postcode City
Country

Insured value - Words

Cash-on-delivery amount - Words

Giro account No. and Giro centre

Importer's reference (if any) (tax code/VAT No./Importer code) (optional)

Importer's telephone/fax/e-mail (if known)

Value (5)

For commercial senders only
HS tariff number (7)

Country of origin of goods (8)

Total gross weight (4)

Total value (6)

Postal charges/fees (9)

Office of origin/Date of posting

Number of parcels

certificates and invoices

Insured value-SDR

Total gross weight of the parcel(s)

Charges

Sender's instructions in case of non-delivery

Return immediately to sender

Return to sender after

Days

Return/Redirect to address below

Address

Return/Redirect by surface/ S.A.L. by air

BEFORE COMPLETING THIS FORM, READ INSTRUCTIONS ON BACK CAREFULLY!

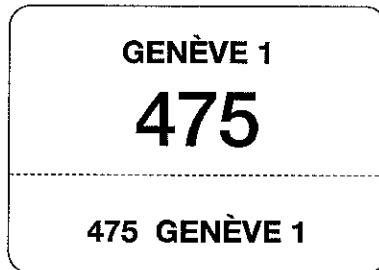
Your goods may be subject to restrictions

Size 210 x 148 mm (basic format A5) with a tolerance of 5 mm

Note:

To take account of the needs of their service and/or the methods of production of this manifold set, designated operators may alter slightly the sizes of the boxes, the font for the titles and indication, provide the appropriate number of copies for each part, without however deviating too much from the directives contained in the model. It is strongly recommended that instructions helping the customer to complete this manifold set should be given on the back of the cover page or on the back (of the last page) of the manifold set itself.

CP 73



Size 52 x 37 mm

CP 74



Size 52 x 37 mm, colour pink

Note. – Designated operators using barcodes in their service may use CP 73 and CP 74 labels bearing such codes in addition to the indications already provided for.

STATEMENT OF CHARGES

CP 77

Designated operator of

Date

Office of exchange of

| | |
|------------------------------------|---|
| Parcel No. | |
| Reason for return | |
| <input type="checkbox"/> Unknown | <input type="checkbox"/> Refused |
| <input type="checkbox"/> Gone away | <input type="checkbox"/> Unclaimed |
| | <input type="checkbox"/> Importation prohibited |
| | <input type="checkbox"/> |
| Presentation-to-Customs charge | SDR |
| Storage charge | |
| Return charge | |
| Redirection charge | |
| Non-postal fees | |
| Miscellaneous | |
| Total | |

Size 105 x 148 mm

Date

No.

Mail No.

| | |
|-------------------------------|-----------------------------------|
| Office of origin of note | Date of dispatch |
| | Ship |
| Office of destination of note | Flight No. |
| | Dispatching office of exchange |
| | Office of exchange of destination |

Event codes

- | | | |
|---|---|---|
| <input type="checkbox"/> 20 - Received here in good condition | <input type="checkbox"/> 24 - Serious weight or item loss, but no external tampering detected | <input type="checkbox"/> 29 - Carrier misdelivered to this location |
| <input type="checkbox"/> 21 - Damaged by weather or improper handling (no theft evident) | <input type="checkbox"/> 25 - Received here with unreadable barcode | <input type="checkbox"/> 30 - Received here unlabelled |
| <input type="checkbox"/> 22 - Received cut, torn, or broken, and enclosed mail not intact | <input type="checkbox"/> 26 - Pilfered here (evidence of local theft) | <input type="checkbox"/> 31 - Did not arrive here |
| <input type="checkbox"/> 23 - Seal tampered or missing and enclosed mail not intact | <input type="checkbox"/> 27 - Found unprotected or abandoned here | <input type="checkbox"/> 32 - Origin mislabelled to this location |
| | <input type="checkbox"/> 28 - Carrier failed to load or make transfer here | |

- | | | |
|--|--|--|
| <input type="checkbox"/> Missing document (Please send a copy) | <input type="checkbox"/> CN 38 Delivery bill | <input type="checkbox"/> CP 88 Special parcel bill |
| <input type="checkbox"/> Irregular document | <input type="checkbox"/> CP 87 Parcel bill | |

| Parcel entered | Total number of parcels | Gross weight | Insured value | Number of receptacles | | | | Rates due |
|-----------------|-------------------------|--------------|---------------|-----------------------|-------|-------|-------|-----------|
| | | kg | SDR | Bags | Trays | Other | Total | SDR |
| Parcel received | | | | | | | | |

1 Irregularities

| Parcel No. | Office of origin | Addressee's full address or office of destination | Weight | | Observations |
|------------|------------------|---|--------|---|--------------|
| | | | kg | g | |
| | | | | | |
| | | | | | |
| | | | | | |

2 Errors

| Parcel No. | Office of origin | Country of destination | Weight | | | | Col. No. | Entry by dispatching office of exchange | Correction by office of exchange of destination | |
|------------|------------------|------------------------|---------|---|----------|---|----------|---|---|--|
| | | | entered | | observed | | | | SDR | |
| | | | kg | g | kg | g | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| Totals | | | | | | | | | | |

3 Other observations

| |
|--|
| |
| |
| |
| |
| |
| |
| |

Carrier or carrier's representative

| | |
|-------------------|-----------|
| Name and capacity | Signature |
|-------------------|-----------|

Office preparing the note
Signature of officials

Seen and accepted

Seen and noted

Office of destination of the note
Place, date and signature of the official in charge

TABLE
Surface parcels

Countries for which the above-mentioned designated operator accepts postal parcels in transit on the conditions given below

| Country of destination | Routes | Rates to be allocated to the designated operator of | | Breakdown of the amounts in columns 3 and 4 | | Countries and sea services to which they are due | Limit of insured value | Number of customs declarations | Observations |
|------------------------|--------|---|-------------|---|-------------|--|------------------------|--------------------------------|--------------|
| | | Rate per parcel | Rate per kg | Rate per parcel | Rate per kg | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| | | SDR | SDR | SDR | SDR | | SDR | | |

Note

The above-mentioned designated operator accepts, on the terms shown below, air parcels addressed to its own territory and in transit to countries for which it is in a position to serve as an intermediary

1 Conditions for the internal service

| | |
|---|---|
| <p>A. Does the designated operator preparing this table undertake to reforward air parcels by air in the interior of its country, on all or part of the journey?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p style="text-align: center;">If so, to which places? (in alphabetical order)</p> | <p>Inward rates payable to the designated operator of destination</p> <p>per parcel, SDR</p> <p>per gross kg, SDR</p> |
| <p>B. Can air parcels addressed elsewhere be sent to these places at the request of the sender?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> | |

2 Services to other countries


Col 3 The dues shown in this column cover the inward rates with which the designated operator of destination is to be credited.
Col 4 The single rate per parcel payable to the intermediate designated operator for air parcels in transit à découvert must be entered in column 4a. When transit land rates and/or sea rates are to be allocated, if land or sea transit is used, the total must be shown with an

appropriate note, in columns 4a and 4b, the rate per parcel (column 4a) being increased by the above-mentioned single rate.
Col 5 The total inward and transit rates to be allocated to the intermediate designated operator for receipt and transit shall be shown in this column.

| Country of destination | Routes Air sectors used | Rates payable to the designated operator of | | | | Air conveyance dues by weight payable to the designated operator of | Observations (including limit of insured value in SDR) |
|------------------------|----------------------------|---|-----------------------------|---|--------------------------------------|---|---|
| | | Inward rates per parcel | Transit rates per parcel | Total columns 5a = 3a + 4a per parcel | as far as the country of destination | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | |
| | | a | a | a | b | SDR | |
| | | b | b | b | SDR | SDR | |

| | | |
|--------------------|-------------------------|------------------------------------|
| Posts | POSTAL PARCELS | CP 83 |
| | from Le Havre | to |
| | Mail No. | MONTREAL (Canada) |
| | Date of dispatch | |
| | Receptacle No. | |
| | Number of parcels | Via |
| Weight of bag (kg) | Ship | |
| | Port of disembarkation | |

Size 148 x 74 mm, colour yellow ochre

| | | |
|--------------------|--|------------------------------------|
| Posts | POSTAL PARCELS | CP 83 |
| | from Le Havre | to |
| | Mail No. | MONTREAL (Canada) |
| | Date of dispatch | |
| | Receptacle No. | |
| | Number of parcels | Via |
| Weight of bag (kg) | Ship | |
| | Port of disembarkation | |
| |  FRLEHA CAYMQA ACNS 0003 00510 0250 | |


Size 148 x 90 mm, colour yellow ochre

Note:

- To take account of the needs of their service, designated operators may alter the text and the sizes of this form slightly, without however deviating too much from the directives contained in the model
- Designated operators using barcodes in their service may use CP 83 labels similar to the above model bearing such codes in addition to the indications already provided for. This model is given only by way of example. Designated operators may use barcodes that comply with UPU technical standard S9

| | | | |
|--------------------|----------------------------------|--------------------|-----------------------|
| Posts | POSTAL PARCELS | By airmail | CP 84 |
| | from Stockholm Utrikes | | |
| | Mail No. | to | RIO DE JANEIRO |
| | Date of dispatch | | |
| | Receptacle No. | (Brazil) | |
| | Number of parcels | Flight No. | |
| Weight of bag (kg) | Airport of transhipment | Offloading airport | |
| | | GIG | |

Size 148 x 74 mm, colour yellow ochre

| | | | |
|--------------------|----------------------------------|--------------------|--|
| Posts | POSTAL PARCELS | By airmail | CP 84 |
| | from Stockholm Utrikes | | |
| | Mail No. | to | RIO DE JANEIRO |
| | Date of dispatch | | |
| | Receptacle No. | (Brazil) | |
| | Number of parcels | Flight No. | |
| Weight of bag (kg) | Airport of transhipment | Offloading airport | |
| | | GIG | |
| | | |  SESTGA BRRIOA ACV5 0010 00301 0173 |


Size 148 x 90 mm, colour yellow ochre

Note:

- To take account of the needs of their service, designated operators may alter the text and the sizes of this form slightly, without however deviating too much from the directives contained in the model
- Designated operators using barcodes in their service may use CP 84 labels similar to the above model bearing such codes in addition to the indications already provided for. This model is given only by way of example. Designated operators may use barcodes that comply with UPU technical standard S9

| | | | | |
|--------------|--|---|--------------------|--------------|
| Posts | POSTAL PARCELS from Lisboa | S.A.L. surface airlifted | | CP 85 |
| | Mail No. | to | | |
| | Date of dispatch | RIO DE JANEIRO (Brazil) | | |
| | Receptacle No. | | | |
| | Number of parcels | Flight No. | | |
| | Weight of bag (kg) | Airport of transhipment | Offloading airport | |
| | | GIG | | |

Size 148 x 74 mm, colour yellow ochre

| | | | | |
|--|--|---|--------------------|--------------|
| Posts | POSTAL PARCELS from Lisboa | S.A.L. surface airlifted | | CP 85 |
| | Mail No. | to | | |
| | Date of dispatch | RIO DE JANEIRO (Brazil) | | |
| | Receptacle No. | | | |
| | Number of parcels | Flight No. | | |
| | Weight of bag (kg) | Airport of transhipment | Offloading airport | |
| | | GIG | | |
|  PTLISA BRRIOA BCN5 001B 00210 0237 | | | | |

Size 148 x 90 mm, colour yellow ochre

Note:

- To take account of the needs of their service, designated operators may alter the text and the sizes of this form slightly, without however deviating too much from the directives contained in the model
- Designated operators using barcodes in their service may use CP 85 labels similar to the above model bearing such codes in addition to the indications already provided for. This specimen is given only by way of example. Designated operators may use barcodes that comply with UPU technical standard S9

Dispatching designated operator

PARCEL BILL

CP 87

Dispatching office of exchange

Surface
 S.A.L.
 Air

Mail No.

Date of departure

| | | | | | | | | |
|-----------------------------------|--|---|--------------------------------------|------|-------|-------|-------|---------------------------------------|
| Office of exchange of destination | | Gross weight of the mail | Number of receptacles in mail | Bags | Trays | Other | Total | Number of parcels comprising the mail |
| | | kg | Number of receptacles to be returned | | | | | Number of unenclosed parcels |
| Flight/Vessel | | <input type="checkbox"/> A CN 44 note is attached to the mail | Number of empty receptacles | | | | | No. of the parcel bill (if several) |

Detailed entry

| Serial No. | No. of parcel | Office of origin | Country of destination | Weight | | Insured value | Land and sea rates payable | | Air conveyance dues payable | | Observations |
|------------------------|---------------|------------------|------------------------|--------|---|---------------|---|---|---|---|--------------|
| | | | | kg | g | | by dispatching designated operator to receiving designated operator | by receiving designated operator to dispatching designated operator | by dispatching designated operator to receiving designated operator | by receiving designated operator to dispatching designated operator | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | |
| 1 | | | | | | SDR | SDR | SDR | SDR | SDR | |
| 2 | | | | | | | | | | | |
| 3 | | | | | | | | | | | |
| 4 | | | | | | | | | | | |
| 5 | | | | | | | | | | | |
| 6 | | | | | | | | | | | |
| 7 | | | | | | | | | | | |
| 8 | | | | | | | | | | | |
| 9 | | | | | | | | | | | |
| 10 | | | | | | | | | | | |
| 11 | | | | | | | | | | | |
| 12 | | | | | | | | | | | |
| 13 | | | | | | | | | | | |
| Total on front | | | | | | | | | | | |
| Carried over from back | | | | | | | | | | | |
| Totals | | | | | | | | | | | |

Bulk entry (summary of parcels for the countries of destination)

| | | |
|-------------------------|--------------------------------------|---|
| Total number of parcels | Total weight of parcels ¹ | Observations |
| | kg | |
| | | <input type="checkbox"/> Includes COD parcels |

¹ This weight may include the weight of mailbags or similar receptacles used for the dispatch of the parcels

Dispatching office of exchange
Date and signature

Office of exchange of destination
Date and signature

Detailed entry

| Serial No. | No. of parcel | Office of origin | Country of destination | Weight | | Insured value | Land and sea rates payable | | Air conveyance dues payable | | Observations |
|------------------------------|---------------|------------------|------------------------|--------|---|---------------|----------------------------|-----|-----------------------------|-----|--------------|
| | 1 | 2 | 3 | 4 | g | 5 | 6 | 7 | 8 | 9 | |
| 14 | | | | kg | | SDR | SDR | SDR | SDR | SDR | |
| 15 | | | | | | | | | | | |
| 16 | | | | | | | | | | | |
| 17 | | | | | | | | | | | |
| 18 | | | | | | | | | | | |
| 19 | | | | | | | | | | | |
| 20 | | | | | | | | | | | |
| 21 | | | | | | | | | | | |
| 22 | | | | | | | | | | | |
| 23 | | | | | | | | | | | |
| 24 | | | | | | | | | | | |
| 25 | | | | | | | | | | | |
| 26 | | | | | | | | | | | |
| 27 | | | | | | | | | | | |
| 28 | | | | | | | | | | | |
| 29 | | | | | | | | | | | |
| 30 | | | | | | | | | | | |
| 31 | | | | | | | | | | | |
| 32 | | | | | | | | | | | |
| 33 | | | | | | | | | | | |
| 34 | | | | | | | | | | | |
| 35 | | | | | | | | | | | |
| 36 | | | | | | | | | | | |
| 37 | | | | | | | | | | | |
| 38 | | | | | | | | | | | |
| 39 | | | | | | | | | | | |
| 40 | | | | | | | | | | | |
| To be carried over the front | | | | | | | | | | | |

Dispatching designated operator

Dispatching office of exchange

SPECIAL PARCEL BILL
Payment of rates due
for the transit of parcels

CP 88

No.

Date

| | | |
|---------------------------------------|--------------------------------------|------------------------------|
| Intermediate office of exchange | Date of departure | Mail No. |
| Transit designated operator | Train No./Name of ship | |
| | Route followed by the mail | |
| <input type="checkbox"/> Land transit | Office of destination of the mail | |
| | <input type="checkbox"/> Sea transit | |
| Total number of parcels | Observations | |
| | Gross weight ¹ | |
| | kg | |
| Nature of parcels | Number of receptacles | Number of unenclosed parcels |
| Uninsured parcels | | |
| Insured parcels | | |
| Totals | | |

Dispatching office of exchange
Signature of the official

Intermediate office of exchange
Signature of the official

¹ This may include the weight of mailbags or similar receptacles but should exclude that of airline or shipping containers

CP 91

DISPATCH NOTE, CUSTOMS, ETC., DOCUMENTS ENCLOSED

Size 245 x 170 mm (external), 230 x 155 mm (internal), 50 mm flap

| | |
|--|--|
| | <p>DISPATCH NOTE, CUSTOMS, ETC., DOCUMENTS ENCLOSED</p> <p>CP 92</p> |
|--|--|

Size 170 x 130 mm (external), 155 x 115 mm (internal), 50 mm flap

Designated operator of

STATEMENT OF AMOUNTS DUE

CP 94

Office preparing the statement

Surface
 S.A.L.
 Air

Date

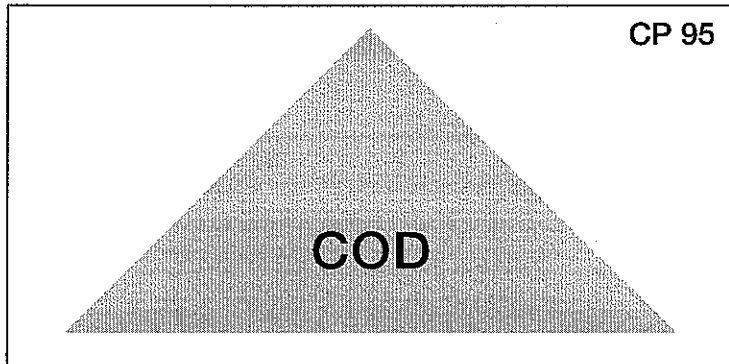
| | | |
|---|---------|------|
| Office of exchange of destination of the mail | Month | Year |
| Dispatching designated operator | Quarter | Year |
| Dispatching office of exchange of the mail | | |

Notes

To be filled in by typewriter or computer printer

| Credits due to the designated operator of destination from the CP 87 or CP 88 parcel bills | | | | | Credits due to the dispatching designated operator from the CP 87 parcel bills | | Observations |
|---|-------------------------|--------------|----------------------|----------------------|---|----------------------|--------------|
| Mail No. | Total number of parcels | Gross weight | Col. 6 of form CP 87 | Col. 8 of form CP 87 | Col. 7 of form CP 87 | Col. 9 of form CP 87 | |
| | | kg | SDR | SDR | SDR | SDR | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Total per column | | | | | | | |
| Rates | | | | | | | |
| Amount per column | SDR | SDR | | | | | |
| Grand total of credits due | | | | | | | |

Office preparing the statement
 Signature of the official in charge



Size 100 x 50 mm

CP00 707 599 2 NO



The item/parcel may be opened officially

Sender's Customs reference (if any)

(Designated operator)

No(s) of parcel(s) (barcode, if any)

Insured value - Words

figures

Cash-on-delivery amount - Words

figures

Ciro account No. and Giro centre

Importer's reference (if any) (tax code/VAT No./importer code) (optional)

Importer's telephone/fax/e-mail (if known)

(Please affix official labels here, when required)

Office of exchange

Customs stamp

Customs duty

Please indicate services required (tick one box)

International Priority International Economy

Office of origin/Date of posting

Number of parcels

certificates and invoices

Insured value SDR

Total gross weight of the parcel(s)

Charges

Sender's instructions in case of non-delivery

Return immediately Return to sender Treat as abandoned

Return to sender after Days

Return/Redirect to address below

by surface/ S.A.L. by air

I have received the parcel described on this note

Date and addressee's signature

Declaration by addressee

I certify that the particulars given in this customs declaration are correct and that this item does not contain any dangerous article prohibited by legislation or by postal or customs regulations

Date and sender's signature

Address

CP 71 DISPATCH NOTE

Size 210 x 148 mm

Note. - To take account of the needs of their service, designated operators may use this form on its own or as part of the CP 72 manifold set.

RECEIPT
 No(s), of parcel(s)
 (barcode, if any)



CP 00 707 599 2 NO

The item/parcel may be opened officially

Sender's Customs
 reference (if any)

Insured value - Words

Cash-on-delivery amount - Words

Giro account No. and Giro centre

Importer's reference (if any) (tax code/VAT No./importer code) (optional)

Importer's telephone/fax/e-mail (if known)

Insured value - Words

Cash-on-delivery amount - Words

Giro account No. and Giro centre

Importer's reference (if any) (tax code/VAT No./importer code) (optional)

Importer's telephone/fax/e-mail (if known)

Value (5)

Net weight (in Kg) (3)

Quantity (2)

For commercial senders only
 HS tariff number (7)

Country of origin of goods (8)

Total gross weight (4)

Total value (6)

Postal charges/fees (9)

Office of origin/Date of posting

Number of parcels

certificates and invoices

Insured value SDR

Total gross weight of the parcel(s)

Charges

Sender's instructions in case of non-delivery

Return immediately to sender

Treat as abandoned

Return/Redirect by surface/S.A.L.

by air

Return to sender after

Days

Return/Redirect to address below

Address

Date and sender's signature (15)

Licence (12)
 Licence number(s)

Certificate (13)
 Certificate number(s)

Invoice (14)
 Invoice number

I certify that the particulars given in this customs declaration are correct and that this item does not contain any dangerous article prohibited by legislation or by postal or customs regulations

International Economy

Commercial sample

Returned goods

Other

Comments (11): (e.g.: goods subject to quarantine, sanitary/phytosanitary inspection or other restrictions)

International Priority

Category of item (10)

Gift

Documents

Quantity (2)

Detailed description of contents (1)

Net weight (in Kg) (3)

Quantity (2)

Value (5)

Country of origin of goods (8)

For commercial senders only
 HS tariff number (7)

Country of origin of goods (8)

Total gross weight (4)

Total value (6)

Postal charges/fees (9)

Office of origin/Date of posting

Number of parcels

certificates and invoices

Insured value SDR

Total gross weight of the parcel(s)

Charges

Sender's instructions in case of non-delivery

Return immediately to sender

Treat as abandoned

Return/Redirect by surface/S.A.L.

by air

Return to sender after

Days

Return/Redirect to address below

Address

Date and sender's signature (15)

Licence (12)
 Licence number(s)

Certificate (13)
 Certificate number(s)

Invoice (14)
 Invoice number

I certify that the particulars given in this customs declaration are correct and that this item does not contain any dangerous article prohibited by legislation or by postal or customs regulations

International Economy

Commercial sample

Returned goods

Other

Comments (11): (e.g.: goods subject to quarantine, sanitary/phytosanitary inspection or other restrictions)

International Priority

Category of item (10)

Gift

Documents

Quantity (2)

Detailed description of contents (1)

Net weight (in Kg) (3)

Quantity (2)

Value (5)

Country of origin of goods (8)

For commercial senders only
 HS tariff number (7)

Country of origin of goods (8)

Total gross weight (4)

Total value (6)

Postal charges/fees (9)

Office of origin/Date of posting

Number of parcels

certificates and invoices

Insured value SDR

Total gross weight of the parcel(s)

Charges

Sender's instructions in case of non-delivery

Return immediately to sender

Treat as abandoned

Return/Redirect by surface/S.A.L.

by air

Return to sender after

Days

Return/Redirect to address below

Address

Date and sender's signature (15)

Licence (12)
 Licence number(s)

Certificate (13)
 Certificate number(s)

Invoice (14)
 Invoice number

I certify that the particulars given in this customs declaration are correct and that this item does not contain any dangerous article prohibited by legislation or by postal or customs regulations

International Economy

Commercial sample

Returned goods

Other

Comments (11): (e.g.: goods subject to quarantine, sanitary/phytosanitary inspection or other restrictions)

International Priority

Category of item (10)

Gift

Documents

Quantity (2)

Detailed description of contents (1)

Net weight (in Kg) (3)

Quantity (2)

Value (5)

Country of origin of goods (8)

For commercial senders only
 HS tariff number (7)

Country of origin of goods (8)

Total gross weight (4)

Total value (6)

Postal charges/fees (9)

Office of origin/Date of posting

Number of parcels

certificates and invoices

Insured value SDR

Total gross weight of the parcel(s)

Charges

Sender's instructions in case of non-delivery

Return immediately to sender

Treat as abandoned

Return/Redirect by surface/S.A.L.

by air

Return to sender after

Days

Return/Redirect to address below

Address

Date and sender's signature (15)

Licence (12)
 Licence number(s)

Certificate (13)
 Certificate number(s)

Invoice (14)
 Invoice number

I certify that the particulars given in this customs declaration are correct and that this item does not contain any dangerous article prohibited by legislation or by postal or customs regulations

International Economy

Commercial sample

Returned goods

Other

Comments (11): (e.g.: goods subject to quarantine, sanitary/phytosanitary inspection or other restrictions)

International Priority

Category of item (10)

Gift

Documents

Quantity (2)

Detailed description of contents (1)

Net weight (in Kg) (3)

Quantity (2)

Value (5)

Country of origin of goods (8)

For commercial senders only
 HS tariff number (7)

Country of origin of goods (8)

Total gross weight (4)

Total value (6)

Postal charges/fees (9)

Office of origin/Date of posting

Number of parcels

certificates and invoices

Insured value SDR

Total gross weight of the parcel(s)

Charges

Sender's instructions in case of non-delivery

Return immediately to sender

Treat as abandoned

Return/Redirect by surface/S.A.L.

by air

Return to sender after

Days

Return/Redirect to address below

Address

Date and sender's signature (15)

Licence (12)
 Licence number(s)

Certificate (13)
 Certificate number(s)

Invoice (14)
 Invoice number

I certify that the particulars given in this customs declaration are correct and that this item does not contain any dangerous article prohibited by legislation or by postal or customs regulations

International Economy

Commercial sample

Returned goods

Other

Comments (11): (e.g.: goods subject to quarantine, sanitary/phytosanitary inspection or other restrictions)

International Priority

Category of item (10)

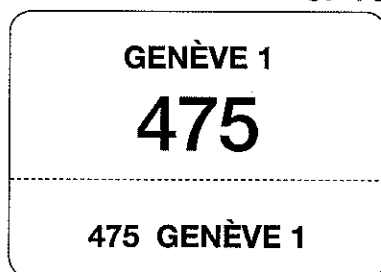
BEFORE COMPLETING THIS FORM, READ INSTRUCTIONS ON BACK CAREFULLY!

Your goods may be subject to restrictions

Size 210 x 148 mm (basic format A5) with a tolerance of 5 mm

Note: To take account of the needs of their service and/or the methods of production of this manifold set, designated operators may alter slightly the sizes of the boxes, the font for the titles and indication, provide the appropriate number of copies for each part, without however deviating too much from the directives contained in the model. It is strongly recommended that instructions helping the customer to complete this manifold set should be given on the back (of the last page) of the manifold set itself.

CP 73



Size 52 x 37 mm

CP 74



Size 52 x 37 mm, colour pink

Note. – Designated operators using barcodes in their service may use CP 73 and CP 74 labels bearing such codes in addition to the indications already provided for.

Date

Our reference

| | | | |
|--|---------|-----------|------|
| Dispatching designated operator of parcels | Month | | Year |
| | Quarter | Half-year | Year |
| Method of settlement <input type="checkbox"/> Direct <input type="checkbox"/> Via UPU*Clearing | | | |

Notes

To be prepared in duplicate. To be filled in by typewriter or computer printer

| Serial No. | Office of exchange of destination | Amounts due according to CP 94 statement | | Observations |
|--------------------------------------|-----------------------------------|--|------------------------------------|--------------|
| | | to designated operator preparing account | to dispatching designated operator | |
| 1 | 2 | 3 | 4 | 5 |
| | | SDR | SDR | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Totals | | | | |
| Less | | | | |
| Credit balance | | | — | — |
| Name of creditor designated operator | | | | |

Designated operator preparing account
Signature

Seen and accepted by the dispatching designated operator
of the parcels
Place, date and signature

STATEMENT OF CHARGES

CP 77

Designated operator of

Date

Office of exchange of

| | | |
|------------------------------------|------------------------------------|---|
| Parcel No. | | |
| Reason for return | | |
| <input type="checkbox"/> Unknown | <input type="checkbox"/> Refused | <input type="checkbox"/> Importation prohibited |
| <input type="checkbox"/> Gone away | <input type="checkbox"/> Unclaimed | <input type="checkbox"/> |
| Presentation-to-Customs charge | SDR | |
| Storage charge | | |
| Return charge | | |
| Redirection charge | | |
| Non-postal fees | | |
| Miscellaneous | | |
| Total | | |

Size 105 x 148 mm

Date

No.

Mail No.

| | |
|-------------------------------|-----------------------------------|
| Office of origin of note | Date of dispatch |
| | Ship |
| Office of destination of note | Flight No. |
| | Dispatching office of exchange |
| | Office of exchange of destination |

Event codes

- | | | |
|---|---|---|
| <input type="checkbox"/> 20 - Received here in good condition | <input type="checkbox"/> 24 - Serious weight or item loss, but no external tampering detected | <input type="checkbox"/> 29 - Carrier misdelivered to this location |
| <input type="checkbox"/> 21 - Damaged by weather or improper handling (no theft evident) | <input type="checkbox"/> 25 - Received here with unreadable barcode | <input type="checkbox"/> 30 - Received here unlabelled |
| <input type="checkbox"/> 22 - Received cut, torn, or broken, and enclosed mail not intact | <input type="checkbox"/> 26 - Pilfered here (evidence of local theft) | <input type="checkbox"/> 31 - Did not arrive here |
| <input type="checkbox"/> 23 - Seal tampered or missing and enclosed mail not intact | <input type="checkbox"/> 27 - Found unprotected or abandoned here | <input type="checkbox"/> 32 - Origin mislabelled to this location |
| | <input type="checkbox"/> 28 - Carrier failed to load or make transfer here | |

- | | | |
|--|--|--|
| <input type="checkbox"/> Missing document (Please send a copy) | <input type="checkbox"/> CN 38 Delivery bill | <input type="checkbox"/> CP 88 Special parcel bill |
| <input type="checkbox"/> Irregular document | <input type="checkbox"/> CP 87 Parcel bill | |

| Parcel entered | Total number of parcels | Gross weight | Insured value | Number of receptacles | | | | Rates due |
|-----------------|-------------------------|--------------|---------------|-----------------------|-------|-------|-------|-----------|
| | | kg | SDR | Bags | Trays | Other | Total | SDR |
| Parcel received | | | | | | | | |

1 Irregularities

| Parcel No. | Office of origin | Addressee's full address or office of destination | Weight | | Observations |
|------------|------------------|---|--------|---|--------------|
| | | | kg | g | |
| | | | | | |
| | | | | | |
| | | | | | |

2 Errors

| Parcel No. | Office of origin | Country of destination | Weight | | | | Col. No. | Entry by dispatching office of exchange | Correction by office of exchange of destination | |
|---------------|------------------|------------------------|---------|----------|----|-----|----------|---|---|--|
| | | | entered | observed | | SDR | | | SDR | |
| | | | kg | g | kg | g | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| Totals | | | | | | | | | | |

3 Other observations

| |
|--|
| |
| |
| |
| |
| |
| |
| |

Carrier or carrier's representative

| | |
|-------------------|-----------|
| Name and capacity | Signature |
|-------------------|-----------|

Office preparing the note
Signature of officials

Seen and accepted Seen and noted
Office of destination of the note
Place, date and signature of the official in charge

TABLE
Surface parcels

Countries for which the above-mentioned designated operator accepts postal parcels in transit on the conditions given below

| Country of destination | Routes | Rates to be allocated to the designated operator of | | Breakdown of the amounts in columns 3 and 4 | | Countries and sea services to which they are due | Limit of insured value | Number of customs declarations | Observations |
|------------------------|--------|---|-------------|---|-------------|--|------------------------|--------------------------------|--------------|
| | | Rate per parcel | Rate per kg | Rate per parcel | Rate per kg | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| | | SDR | SDR | SDR | SDR | | SDR | | |

Serial No.

Note

The above-mentioned designated operator accepts, on the terms shown below, air parcels addressed to its own territory and in transit to countries for which it is in a position to serve as an intermediary

1 Conditions for the internal service

A. Does the designated operator preparing this table undertake to reforward air parcels by air in the interior of its country, on all or part of the journey?

Yes No
If so, to which places?
(in alphabetical order)

B. Can air parcels addressed elsewhere be sent to these places at the request of the sender?

Yes No

| | |
|--|-------------------|
| Inward rates payable to the designated operator of destination | |
| per parcel, SDR | per gross kg, SDR |

2 Services to other countries

Col 3 The dues shown in this column cover the inward rates with which the designated operator of destination is to be credited.


Col 4 The single rate per parcel payable to the intermediate designated operator for air parcels in transit à découvert must be entered in column 4a. When transit land rates, and/or sea rates are to be allocated, if land or sea transit is used, the total must be shown with an

appropriate note, in columns 4a and 4b, the rate per parcel (column 4a) being increased by the above-mentioned single rate.
Col 5 The total inward and transit rates to be allocated to the intermediate designated operator for receipt and transit shall be shown in this column.

| Country of destination | Routes Air sectors used | Rates payable to the designated operator of | | | | | | Air conveyance dues by weight payable to the designated operator of as far as the country of destination | Observations (Including limit of insured value in SDR) |
|------------------------|----------------------------|---|--------------|---------------|--------------|---------------|--------------|--|---|
| | | Inward rates | | Transit rates | | Total columns | | | |
| | | per parcel | per gross kg | per parcel | per gross kg | 5a = 3a + 4a | 5b = 3b + 4b | | |
| 1 | 2 | a | b | a | b | a | b | 6 | 7 |
| | | SDR | SDR | SDR | SDR | SDR | SDR | SDR | |

| | | |
|--------------------|-------------------------|-----------------|
| Posts | POSTAL PARCELS | CP 83 |
| | from Le Havre | to |
| | Mail No. | MONTREAL |
| | Date of dispatch | |
| | Receptacle No. | |
| | Number of parcels | Via |
| Weight of bag (kg) | Ship | |
| | Port of disembarkation | |

Size 148 x 74 mm, colour yellow ochre

| | | |
|--------------------|--|-----------------|
| Posts | POSTAL PARCELS | CP 83 |
| | from Le Havre | to |
| | Mail No. | MONTREAL |
| | Date of dispatch | |
| | Receptacle No. | Via |
| | Number of parcels | Ship |
| Weight of bag (kg) | Port of disembarkation | |
| |  FRLEHA CAYMRA ACNS 0003 00510 0250 | |


Size 148 x 90 mm, colour yellow ochre

Note:

- To take account of the needs of their service, designated operators may alter the text and the sizes of this form slightly, without however deviating too much from the directives contained in the model.
- Designated operators using barcodes in their service may use CP 83 labels similar to the above model bearing such codes in addition to the indications already provided for. This model is given only by way of example. Designated operators may use barcodes that comply with UPU technical standard S9.

| | | | |
|--------------------|----------------------------------|--------------------|-----------------------|
| Posts | POSTAL PARCELS | By airmail | CP 84 |
| | from Stockholm Utrikes | | |
| | Mail No. | to | RIO DE JANEIRO |
| | Date of dispatch | | |
| | Receptacle No. | (Brazil) | |
| | Number of parcels | Flight No. | |
| Weight of bag (kg) | Airport of transhipment | Offloading airport | |
| | | GIG | |

Size 148 x 74 mm, colour yellow ochre

| | | | |
|--|----------------------------------|--------------------|-----------------------|
| Posts | POSTAL PARCELS | By airmail | CP 84 |
| | from Stockholm Utrikes | | |
| | Mail No. | to | RIO DE JANEIRO |
| | Date of dispatch | | |
| | Receptacle No. | (Brazil) | |
| | Number of parcels | Flight No. | |
| Weight of bag (kg) | Airport of transhipment | Offloading airport | |
| | | GIG | |
|  | | | |
| SESTOA BRR10A ACV5 0010 00301 0173 | | | |


Size 148 x 90 mm, colour yellow ochre

Note:

- To take account of the needs of their service, designated operators may alter the text and the sizes of this form slightly, without however deviating too much from the directives contained in the model
- Designated operators using barcodes in their service may use CP 84 labels similar to the above model bearing such codes in addition to the indications already provided for. This model is given only by way of example. Designated operators may use barcodes that comply with UPU technical standard S9

| | | | |
|--------------------|--------------------------|-----------------------|----------|
| ○ Posts | POSTAL PARCELS | S.A.L. | CP 85 |
| | from | surface airlifted | |
| | Lisboa | to | |
| | Mail No. | RIO DE JANEIRO | |
| | Date of dispatch | | (Brazil) |
| | Receptacle No. | | |
| Number of parcels | Flight No. | | |
| Weight of bag (kg) | Airport of transshipment | Offloading airport | |
| | | GIG | |

Size 148 x 74 mm, colour yellow ochre

| | | | |
|--|--------------------------|-----------------------|----------|
| ○ Posts | POSTAL PARCELS | S.A.L. | CP 85 |
| | from | surface airlifted | |
| | Lisboa | to | |
| | Mail No. | RIO DE JANEIRO | |
| | Date of dispatch | | (Brazil) |
| | Receptacle No. | | |
| Number of parcels | Flight No. | | |
| Weight of bag (kg) | Airport of transshipment | Offloading airport | |
| | | GIG | |
|  | | | |
| PTLISA BRR10A BCNS 001B 00210 0237 | | | |

Size 148 x 90 mm, colour yellow ochre

Note:

- To take account of the needs of their service, designated operators may alter the text and the sizes of this form slightly, without however deviating too much from the directives contained in the model.
- Designated operators using barcodes in their service may use CP 85 labels similar to the above model bearing such codes in addition to the indications already provided for. This specimen is given only by way of example. Designated operators may use barcodes that comply with UPU technical standard S9.

Dispatching designated operator

PARCEL BILL

CP 87

Dispatching office of exchange

Surface
 S.A.L.
 Air

Mail No.

Date of departure

| | | Bags | Trays | Other | Total | | |
|---|--------------------------|------|-------|-------|-------|---------------------------------------|--|
| Office of exchange of destination | Gross weight of the mail | | | | | Number of parcels comprising the mail | |
| | kg | | | | | Number of unenclosed parcels | |
| Flight/Vessel | | | | | | No. of the parcel bill (if several) | |
| <input type="checkbox"/> A CN 44 note is attached to the mail | | | | | | | |

Detailed entry

| Serial No. | No. of parcel | Office of origin | Country of destination | Weight | | Insured value | Land and sea rates payable | | Air conveyance dues payable | | Observations |
|------------------------|---------------|------------------|------------------------|--------|---|---------------|---|---|---|---|--------------|
| | | | | kg | g | | by dispatching designated operator to receiving designated operator | by receiving designated operator to dispatching designated operator | by dispatching designated operator to receiving designated operator | by receiving designated operator to dispatching designated operator | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | |
| | | | | kg | g | SDR | SDR | SDR | SDR | SDR | |
| 1 | | | | | | | | | | | |
| 2 | | | | | | | | | | | |
| 3 | | | | | | | | | | | |
| 4 | | | | | | | | | | | |
| 5 | | | | | | | | | | | |
| 6 | | | | | | | | | | | |
| 7 | | | | | | | | | | | |
| 8 | | | | | | | | | | | |
| 9 | | | | | | | | | | | |
| 10 | | | | | | | | | | | |
| 11 | | | | | | | | | | | |
| 12 | | | | | | | | | | | |
| 13 | | | | | | | | | | | |
| Total on front | | | | | | | | | | | |
| Carried over from back | | | | | | | | | | | |
| Totals | | | | | | | | | | | |

Bulk entry (summary of parcels for the countries of destination)

| | | |
|-------------------------|--------------------------------------|---|
| Total number of parcels | Total weight of parcels ¹ | Observations |
| | kg | |
| | | <input type="checkbox"/> Includes COD parcels |

¹ This weight may include the weight of mailbags or similar receptacles used for the dispatch of the parcels

Dispatching office of exchange
Date and signature

Office of exchange of destination
Date and signature

Detailed entry

| Serial No. | No. of parcel | Office of origin | Country of destination | Weight | | Insured value | Land and sea rates payable | | Air conveyance dues payable | | Observations | | | | | |
|------------------------------|---------------|------------------|------------------------|--------|---|---------------|---|---|---|---|--------------|---|---|---|---|----|
| | 1 | 2 | 3 | 4 | g | 5 | by dispatching designated operator to receiving designated operator | by receiving designated operator to dispatching designated operator | by dispatching designated operator to receiving designated operator | by receiving designated operator to dispatching designated operator | | 6 | 7 | 8 | 9 | 10 |
| 14 | | | | kg | | SDR | SDR | SDR | SDR | SDR | | | | | | |
| 15 | | | | | | | | | | | | | | | | |
| 16 | | | | | | | | | | | | | | | | |
| 17 | | | | | | | | | | | | | | | | |
| 18 | | | | | | | | | | | | | | | | |
| 19 | | | | | | | | | | | | | | | | |
| 20 | | | | | | | | | | | | | | | | |
| 21 | | | | | | | | | | | | | | | | |
| 22 | | | | | | | | | | | | | | | | |
| 23 | | | | | | | | | | | | | | | | |
| 24 | | | | | | | | | | | | | | | | |
| 25 | | | | | | | | | | | | | | | | |
| 26 | | | | | | | | | | | | | | | | |
| 27 | | | | | | | | | | | | | | | | |
| 28 | | | | | | | | | | | | | | | | |
| 29 | | | | | | | | | | | | | | | | |
| 30 | | | | | | | | | | | | | | | | |
| 31 | | | | | | | | | | | | | | | | |
| 32 | | | | | | | | | | | | | | | | |
| 33 | | | | | | | | | | | | | | | | |
| 34 | | | | | | | | | | | | | | | | |
| 35 | | | | | | | | | | | | | | | | |
| 36 | | | | | | | | | | | | | | | | |
| 37 | | | | | | | | | | | | | | | | |
| 38 | | | | | | | | | | | | | | | | |
| 39 | | | | | | | | | | | | | | | | |
| 40 | | | | | | | | | | | | | | | | |
| To be carried over the front | | | | | | | | | | | | | | | | |

Dispatching designated operator

Dispatching office of exchange

SPECIAL PARCEL BILL
Payment of rates due
for the transit of parcels

CP 88

No.

| | | | |
|---------------------------------------|-----------------------|-----------------------------------|------------------------------|
| Intermediate office of exchange | | Date of departure | Mail No. |
| Transit designated operator | | Train No./Name of ship | |
| | | Route followed by the mail | |
| <input type="checkbox"/> Land transit | | Office of destination of the mail | |
| <input type="checkbox"/> Sea transit | | Observations | |
| Total number of parcels | | Gross weight ¹ | |
| | | kg | |
| Nature of parcels | Number of receptacles | Number of parcels in receptacles | Number of unenclosed parcels |
| Uninsured parcels | | | |
| Insured parcels | | | |
| Totals | | | |

Dispatching office of exchange
Signature of the official

Intermediate office of exchange
Signature of the official

¹ This may include the weight of mailbags or similar receptacles but should exclude that of airline or shipping containers

DISPATCH NOTE, CUSTOMS, ETC., DOCUMENTS ENCLOSED

CP 91

Size 245 x 170 mm (external), 230 x 155 mm (internal), 50 mm flap

| | |
|--|--|
| | <p>DISPATCH NOTE, CUSTOMS, ETC., DOCUMENTS ENCLOSED</p> <p>CP 92</p> |
|--|--|

Size 170 x 130 mm (external), 155 x 115 mm (internal), 50 mm flap

Designated operator of

STATEMENT OF AMOUNTS DUE

CP 94

Office preparing the statement

- Surface
- S.A.L.
- Air

Date

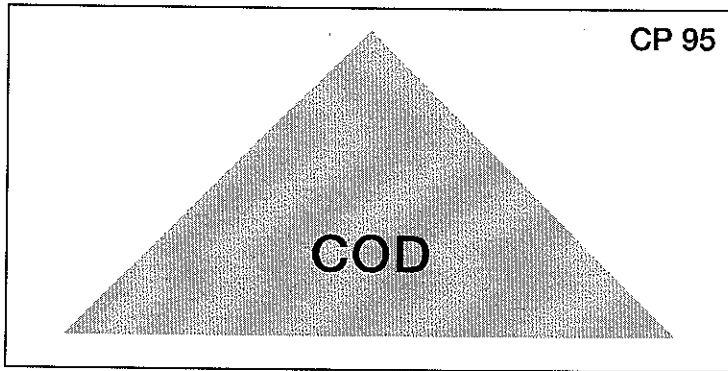
| | | |
|---|---------|------|
| Office of exchange of destination of the mail | Month | Year |
| Dispatching designated operator | Quarter | Year |
| Dispatching office of exchange of the mail | | |

Notes

To be filled in by typewriter or computer printer

| Credits due to the designated operator of destination from the CP 87 or CP 88 parcel bills | | | | | Credits due to the dispatching designated operator from the CP 87 parcel bills | | Observations |
|---|-------------------------|--------------|----------------------|----------------------|---|----------------------|--------------|
| Mail No. | Total number of parcels | Gross weight | Col. 6 of form CP 87 | Col. 8 of form CP 87 | Col. 7 of form CP 87 | Col. 9 of form CP 87 | |
| | | kg | SDR | SDR | SDR | SDR | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Total per column | | | | | | | |
| Rates | | | | | | | |
| Amount per column | SDR | SDR | | | | | |
| Grand total of credits due | | | | | | | |

Office preparing the statement
Signature of the official in charge



Size 100 x 50 mm