

PART II

Conditions of Acceptance of Correspondence

CHAPTER I

Regulations Applicable to all Classes of Articles

ARTICLE 107

Make up and Address

1.—Administrations must recommend the public:

- (a) to address postal packets in Roman characters, parallel to the length of the article in such a manner as to leave the necessary space for the service indications and labels;
- (b) to indicate the address precisely and completely so that transmission and delivery to the addressee can be effected without enquiry;
- (c) to affix postage stamps or the impressions of postal franking machines in the top right-hand corner of the address side;
- (d) to indicate the name and address of the sender either on the front and preferably on the left-hand side in such a manner as not to obscure the address nor prevent the application of the service indications or labels, or on the back;
- (e) to use for packets of all classes, covers of which the size is not less than 10 cm. in length and 7 cm. in width;
- (f) to make up packets in a secure manner, particularly if they are intended for distant countries;
- (g) as regards articles sent at the reduced rate, to indicate by descriptions, such as "commercial papers," "printer papers," "sample," "small packets," etc., the class to which they belong.

2.—Articles of all classes, of which the whole or part of the address side has been marked off into several divisions intended to contain successive addresses, are not admitted.

3.—Stamps other than postage stamps, stamps in aid of charitable objects, and others which might be mistaken for postage stamps must not be affixed to the address side. The same rule applies to impressions of stamps which might be mistaken for impressions of postal franking machines.

4.—Correspondence on postal service sent free of postage must bear on the front the note "*Service des postes*" (Postal Service) or a similar indication.

ARTICLE 108

Poste Restante

The address of articles addressed "*poste restante*" must give the name of the addressee. The use of initials, figures, christian names without surnames, fictitious names or conventional marks of any kind is not admitted for these articles.