

ARTICLE 138.

Undelivered Correspondence.

1. Before returning to the Administration of origin correspondence which for any reason has not been delivered, the office of destination must indicate in a clear and concise manner, in the French language, as far as possible on the front of each article, the cause of the non-delivery in the following form:—
 “inconnu,” “refusé,” “en voyage,” “parti,” “non réclamé,” “décédé,” etc. (“not known,” “refused,” “travelling,” “gone away,” “not claimed,” “deceased,” etc.).
 As regards postcards and printed papers in the form of cards, the reason for non-delivery is indicated on the right-hand half of the address side.

2. This indication is made by the impression of a stamp or by affixing a label. Each Administration has the option of adding a translation, in its own language, of the cause of non-delivery and any other useful particulars.

3. The office of destination must then strike out the name of the place with which it is concerned and on the front of the article add the word “Retour” at the side of the indication of the office of origin. It must also impress its date-stamp on the back of letters and on the front of postcards.

4. Correspondence which is not delivered is returned, either singly, or in a special bundle labelled “Rebuts.”

5. Undelivered registered correspondence is returned to the office of exchange of the country of origin as if it were registered correspondence addressed to that country.

6. Undelivered inland correspondence which must be forwarded abroad in order to be returned to the sender, is treated in accordance with the provisions of Article 136.

7. Correspondence for seamen and others addressed to the care of a Consul, and returned by him to the post office as unclaimed, must be treated as undelivered correspondence. The amount of the charges collected on this correspondence must be repaid.

ARTICLE 139.

Withdrawal of Correspondence. Alteration of Address.

1. For requests to have correspondence withdrawn from the post, or to have addresses altered, the sender must use a form identical with Form C 7 annexed* ; a single form may be used for several articles posted simultaneously at the same office by the same sender to the same addressee. In handing this application to the post office, the sender must prove his identity and produce the certificate of posting, if any. After proof of identity, for which the Administration of the country of origin assumes responsibility, the procedure is as follows:

(a) if the request is meant to be sent by post, the form, together with an exact facsimile of the envelope or address of the packet, is despatched in a registered cover directly to the office of destination;

(b) if the request is to be made by telegraph, the form is handed over to the telegraph service entrusted with the transmission of its terms to the office of destination. The telegram is written in French.

2. On receipt of Form C 7 or of the telegram taking its place, the office of destination searches for the correspondence in question and takes such steps as may be necessary.

* Not reproduced herein.