

ARTICLE 86

Balancing and Settlement of Accounts

1. The International Bureau undertakes the balancing and settlement of accounts of every description relative to the international postal service between the Administrations which express their desire to avail themselves of its services. They arrange accordingly with each other and with the Bureau.

2. At the request of the Administrations concerned, telegraph accounts may also be notified to the International Bureau to be included in arriving at the balances due.

3. Each Administration retains the right to prepare at its discretion special accounts for different branches of the service, and to settle them as it thinks fit with the corresponding Administrations, without employing the medium of the International Bureau, to which it simply indicates for what branches of the service and in respect of what countries it desires the services of the Bureau.

4. Administrations which avail themselves of the services of the International Bureau for the balancing and liquidation of accounts may cease to use those services three months after giving notice to that effect.

ARTICLE 87

Preparation of Accounts

1. When the individual accounts have been checked and agreed upon, the debtor Offices forward to the creditor Offices, for each class of operations, an acknowledgment, made out in francs and centimes, of the amount of the balance of the two individual accounts, indicating the subject of the credit and the period to which it relates.

In the absence of any understanding to the contrary, an Office which desires, for its own accounting purposes, to have general accounts, must prepare them itself and submit them to the corresponding Office for acceptance.

Offices may agree to apply another system in their relations with one another.

2. Each Office forwards to the International Bureau, monthly or quarterly, if special circumstances render it desirable, a statement showing the total Credit due to it on the individual accounts as well as the total of the sums which are due to it from each of the contracting Offices; each credit appearing in this table must be supported by an acknowledgment from the debtor Office.

This statement must reach the International Bureau not later than the 19th of each month or of the first month of each quarter. Failing this, it is included in the settlement of the month or the quarter following.

3. The International Bureau checks the correctness of the statements by comparing the acknowledgments. Any correction that may be necessary is notified to the Offices concerned.

The debit of each Office to another is carried forward into a summary; and in order to arrive at the total amount due from each Office, it is only necessary to add up the different columns of this summary.

ARTICLE 88

General Balance Sheet

1. The International Bureau combines the tables and the summaries in one general balance sheet showing

- (a) the total of the Debit and of the Credit of each Office;
- (b) the debit or credit balance of each Office;
- (c) the sums to be paid by the debtor Offices and the division of the sums among the creditor Offices.