

ARTICLE 52

Applications for Articles Posted in Another Country

In the case provided for in Article 51, § 3, of the Convention, the inquiry Form C 12 or C 13 is forwarded to the Administration of origin. The Form C 13 must be accompanied by the certificate of posting.

The Office of origin must be placed in possession of the form within the period prescribed by Article 51, §2, of the Convention.

PART VI

Exchange of Mails

CHAPTER I

ARTICLE 53

Letter Bills

1. The letter bills which accompany mails exchanged between two offices are identical with Form C 14 annexed. They are placed in blue envelopes bearing in large type the words "*Feuille d'avis*" ("Letter Bill").

2. At the head of the letter bill must be entered:
the country of origin and the country of destination,
the names of the offices of exchange of origin and of destination,
the date of despatch of the mail.

An impression of the date-stamp must be made in the space appointed.

3. The presence of articles intended for express delivery is indicated by the impression of the stamp "*Exprès*" (Express) in Table No. I.

4. Table No. II is used for the indication of the serial number of the mail, the name of the Packet, the route, and the number of bags composing the mail.

In the absence of other arrangements, the despatching offices number the letter bills in an annual series for each office of destination. Each mail bears a separate number, even if it is a supplementary despatch forwarded by the same route or vessel as the ordinary mail.

In the case of the first despatch of each year, the bill must bear the number of the last despatch of the preceding year, in addition to the serial number of the mail.

The name of the vessel which carries the mail is shown when the despatching office is in a position to know it.

The bags containing returned empty bags must be included in the number of bags composing the mail.

5. Table No. III must indicate

(a) the grand total of registered articles entered in Table No. V, and on special lists, if any.

One or more special lists identical with Form C 15 annexed may be used, either to take the place of Table No. V of the letter bill, or to serve as a supplementary letter bill.

The exclusive use of special lists is obligatory if the Office of destination asks for it.

When two or more lists are used, they must be numbered. The number of registered articles which may be entered on one and the same list is limited to 60;

(b) the total number of the insured articles entered on the despatch-lists;
(c) the numbers, shown separately, of the bags and packets containing registered articles, and the bags and packets containing insured articles;