

## ARTICLE 76

*Franking Notes. Settlement of Customs Charges, etc.*

1. The settlement concerning customs charges, etc., paid out by each Office on behalf of another is effected by means of special monthly accounts identical with Form C 4 annexed, which are drawn up by the debtor Office in the money of the creditor Office. The franking notes are entered in alphabetical order of the offices which have advanced the amounts and in numerical order.

If the two Administrations concerned also participate in the parcel post service in their mutual relations, they may in the absence of other arrangements include in the settlements relating to parcel post franking notes those relating to the letter post.

2. The special account, accompanied by the franking notes, is forwarded to the creditor Administration not later than the end of the month following that to which it relates. A blank account is not drawn up.

3. The checking of the accounts takes place in accordance with the rules fixed by the Detailed Regulations of the Money Order Agreement.

4. The accounts are settled specially. Each Office may, however, request that these accounts be annexed either to the Money Order accounts or to the accounts C P 14 or C P 15 relating to postal parcels.

## ARTICLE 77

*Forms for the Use of the Public*

For the purpose of applying the provisions of Article 30 § 2, of the Convention, the following are considered as forms for the use of the public:

Forms C 1 (Customs label), C 2 (Customs Declaration), C 6 (Advice of Delivery), C 8 (International Trade Charge Money Order), C 10 (Redirection Envelope), C 11 (Request for withdrawal from the post or for modification of address), C 12 (Particulars to be furnished in case of enquiry for an ordinary article), C 13 (Enquiry for a registered article).

## ARTICLE 78

*Period of Retention of Documents*

Documents relating to the international service must be preserved for a minimum period of two years.

## ARTICLE 79

*Telegraphic Address*

For telegraphic communications exchanged between them, Administrations use the telegraphic address "Postgen" followed by the name of the city in which the central Administration is situated.

## PART IX

**International Bureau**

## CHAPTER I

## ARTICLE 80

*Congresses and Conferences*

The International Bureau prepares the business to be submitted to Congresses or Conferences. It undertakes the printing and distribution of the necessary documents.

The Director of the International Bureau attends the sittings of Congresses or Conferences, and takes part in the discussions, but without the right of vote.