

ARTICLE 55

Transmission of Express Articles

1. Ordinary correspondence for express delivery is made up in a special bundle, furnished with a label bearing in large type the indication "*Exprès*" (Express) and placed, by the offices of exchange, in the envelope containing the letter bill which accompanies the mail.

Nevertheless, if this envelope has to be affixed to the neck of the bag of registered articles (§ 2 of the preceding Article), the bundle of express articles is placed in the outer bag. The presence of express correspondence in the mail is then indicated by a label placed in the envelope containing the letter bill. The same procedure is followed when the express articles cannot be attached to the letter bill on account of their number, form or dimensions.

2. Registered correspondence for express delivery is arranged in order among the other registered correspondence, and the note "*Exprès*" (Express) is made in the column of the letter bills or special lists headed "*Observations*," against the relative entry.

ARTICLE 56

Make-up of Mails

1. As a general rule, articles must be sorted and tied up in bundles according to the nature of the correspondence, letters and post-cards being included in the same bundle, and newspapers and periodicals being made up in bundles separate from ordinary printed papers. Letters, post-cards, and printed papers of small size must be arranged with the addresses facing the same way. Prepaid articles are separated from the unpaid and insufficiently paid; and the labels of bundles of unpaid and insufficiently prepaid articles are, so far as possible, to be impressed with the T stamp.

Letters bearing traces of opening, deterioration or damage must have the fact noted on them and be marked with the date-stamp of the office which discovers it.

Money orders sent *à découvert* are made up in a separate packet.

2. Mails are enclosed in bags properly closed, sealed with wax or lead and labelled. When string is used, it must be passed only twice round the neck before being tied. The impressions of the wax or lead seals must reproduce an inscription in Roman characters and be very legible.

The labels of the bags must be of linen, strong cardboard, parchment, or of paper gummed to a wooden block; in relations between neighbouring offices strong paper labels may be used. The labels are made in the following colours:—

- (a) light red, for bags containing registered articles;
- (b) white for bags containing only unregistered letters and post-cards;
- (c) light blue, for bags containing exclusively unregistered other articles.

Bags containing mixed unregistered correspondence (letters, post-cards and other articles) must be furnished with the white label.

Nevertheless, the use of white and light blue labels is obligatory only for Administrations whose internal arrangements are not opposed to it.

The labels bear the name of the despatching office printed in small Roman characters, and the name of the office of destination in large Roman characters, preceded respectively by the words "*de*" and "*pour*." In exchanges by sea at irregular intervals and at the request of the Office concerned these indications are completed by the mention of the date of despatch, the number of the mail, and the port of disembarkation.

The bags must indicate legibly in Roman characters the office or country of origin, and bear the mention "*Postes*" or some similar expression showing them to be mails.