

Date

	VN originator		VN destination	
Operators				
Office code and name				
Anomalies concern	<input type="checkbox"/> a dispatch	Dispatch/consignment identifier		Document date
	<input type="checkbox"/> a consignment			
	<input type="checkbox"/> other			
Dispatching office of exchange			Office of exchange of destination	

**VN summary codes**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> 10 – Missing document(s)                        | <input type="checkbox"/> 25 – Wrong receptacle type                                    | <input type="checkbox"/> 37 – Receptacle or item received unlabelled |
| <input type="checkbox"/> 11 – Declared wrong mail class or mail category | <input type="checkbox"/> 30 – Weight difference  | <input type="checkbox"/> 40 – Missing item (barcoded items)          |
| <input type="checkbox"/> 12 – Missing dispatch                           | <input type="checkbox"/> 31 – Received receptacle/item mislabelled to this location    | <input type="checkbox"/> 41 – Item in excess (barcoded items)        |
| <input type="checkbox"/> 20 – Wrong content format                       | <input type="checkbox"/> 32 – Seized by Customs  | <input type="checkbox"/> 42 – Missing item – evidence of theft       |
| <input type="checkbox"/> 21 – Missing receptacle                         | <input type="checkbox"/> 33 – Refused by Customs                                       | <input type="checkbox"/> 43 – Missent item                           |
| <input type="checkbox"/> 22 – Receptacle received in excess              | <input type="checkbox"/> 34 – Dangerous contents – not to be flown (will be destroyed) | <input type="checkbox"/> 99 – Other                                  |
| <input type="checkbox"/> 23 – Misrouted receptacle                       | <input type="checkbox"/> 35 – Damaged item/receptacle                                  |  |
| <input type="checkbox"/> 24 – Mislabelled receptacle by destination      | <input type="checkbox"/> 36 – Received with unreadable receptacle/ item barcode        |  |

**1. Irregularities concerning documents**

<input type="checkbox"/> Missing documents (please accept the substitute forms attached)					
<input type="checkbox"/> Delivery bill <input type="checkbox"/> Letter bill <input type="checkbox"/> Special list(s): <input type="checkbox"/> A découvert/missent items:	CN ____ CN ____ CN ____ CN 65	<input type="checkbox"/> Number of identified items received	Registered	Insured	Tracked
<input type="checkbox"/> Delivery bill: corrections of total weights			Letter post	Empty receptacles	Total
<input type="checkbox"/> According to the weights given on the labels (amended as necessary) <input type="checkbox"/> Resulting from an error in calculations					
<input type="checkbox"/> Letter bill: irregularities	Entered	Received	Observations		
<input type="checkbox"/> Number of receptacles					
<input type="checkbox"/> Weight of receptacles					
<input type="checkbox"/> Total registered items					
<input type="checkbox"/> CN 33 special lists					
<input type="checkbox"/> Total insured items					
<input type="checkbox"/> CN 16 special lists					
<input type="checkbox"/> Total Tracked items					
<input type="checkbox"/> Receptacles being returned					

2. Irregularities concerning receptacles

Receptacle ID or serial number	Description

3. Irregularities concerning mail subject to terminal dues and IBRS

Type of mail		Entered (a)		Received (b)		Difference (b – a)		Observations
		Number	Weight	Number	Weight	Number	Weight	
LC/AO receptacles	Format P or P/G							
	Format G							
	Format E							
	Mixed							
M bags	Up to 5 kg							
	Over 5 kg							
Bulk mail	Total receptacles							
	Total items							
IBRS	Total items							

4. Item irregularities

Item-ID	Weight	Type of irregularity*	Observations	Item-ID	Weight	Type of irregularity*	Observations

\* Allowed values: 1 – missing; 2 – excess; 3 – damaged; 4 – retained; 9 – others.

5. Other irregularities

This form must be returned to

☐ Accepted

☐ Rejected

☐ Further information required

☐ For information only

Origin – Signature

Destination – Signature