

Airport of origin of substitute bill

Date

☐ CN 38

☐ CN 41

Observations concerning mails as found				Designated operator of origin of mails			
If a container is used							
No. of container		No. of seal		No. of container		No. of seal	
No. of container		No. of seal		No. of container		No. of seal	

Descriptions of mails as found (from CN 35, CN 36, CP 84 or CP 85)

Mail No.	Office of origin	Office of destination	Flight No.	Airport		Date of dispatch	Number of receptacles			Gross weight
				of trans-shipment	of off-loading		Letter post	CP	EMS/ Other items	
										kg ¹
Totals										

¹ Kg to one decimal

Actual conveyance of mails

Airport of loading	Flight No.	Date of departure
Airport of offloading	Office of destination of mails	

Airline at airport of loading
Signature

Airline at airport of offloading
Signature

Designated operator taking delivery
of mails
Date and signature

Guidelines for the use of the CN 46 substitute delivery bill

The following guidelines are to be observed by the designated operators and the airlines in cases where a mail for direct transshipment between air carriers arrives at the airport of transshipment without the original CN 38 or CN 41 delivery bill:

- 1 When airmail or S.A.L. mail is received at an airport without an accompanying CN 38 or CN 41, the airline receiving the mail shall prepare, on the basis of the CN 35, CN 36, CP 84 and/or CP 85 label(s), a substitute delivery bill conforming to the specimen developed jointly by the UPU and IATA.
- 2 The number of copies to be prepared will vary with the circumstances of each case. In addition to the number of copies required by the preparing airline for its internal records and accounting, the following copies will be required:
 - one copy for the designated operator of origin;
 - two copies for the designated operator of destination or, if the mail is handed over to an intermediate designated operator, for the intermediate designated operator;
 - if the mail is directly transhipped to another airline or airlines, three copies for each additional airline involved.
- 3 It will be the responsibility of the designated operator receiving the mail with a substitute document to provide the necessary copy to the designated operator of origin as an annex to a CN 43 verification note documenting the arrival of the mail without the original bills.
- 4 It will be the responsibility of the airlines to print the substitute documents in the format of the specimen agreed upon. The original and copies shall be white in colour.
- 5 The designated postal operator shall accept the substitute delivery bill, properly endorsed by the receiving office of exchange, for the settlement of accounts with the airlines.