VN number

VERIFICATION NOTE

CP 78

Date

	VN originator	VN destination
Operators		
Office code and name		

Anomalies concern	☐ a dispatch ☐ a consignment ☐ other	Dispatch/consignment identifier	Document date

Dispatching office of exchange	Office of exchange of destination

VN summary codes

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

1. Irregularities concerning documents

☐ Missing documents (please accept the substitute forms attached)

☐ Delivery bill: CN ___ ☐ Parcel bill: CP 87 ☐ Special parcel bill: CP 88

☐ Delivery bill: corrections of total weights	CP	Empty receptacles	Total
☐ According to the weights given on the labels (amended as necessary) ☐ Resulting from an error in calculations			

☐ Parcel bill: irregularities concerning totals	Entered	Received	Observations
☐ Number of parcels			
☐ Gross weight			
☐ Total insured value			
☐ Total number of receptacles			
☐ Total rates (SDR) for column 6			
☐ Total rates (SDR) for column 7			
☐ Total dues (SDR) for column 8			
☐ Total dues (SDR) for column 9			

Size 210 x 297 mm

2. Irregularities concerning receptacles

Receptacle ID or serial number	Description

3. Parcel irregularities

Parcel-ID	Weight	Type of irregularity*	Observations	Parcel-ID	Weight	Type of irregularity[1]	Observations

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

4. Parcel errors

Parcel-ID	Origin	Country of destination	Weight		Credit/debt			Observations
			Entered	Observed	CP 87 column (6 to 9)	Entered	Observed	

5. Other irregularities

This form must be returned to

☐ Accepted ☐ Rejected

☐ Further information required ☐ For information only

Origin – Signature

Destination – Signature