

# Dispatch note

BRIEF INTERNATIONAL Plus\*



## Posting details

Date of posting	Post business office	Dispatch note no.
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## Mailing details

Name of the mailing	Contract no.
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Certification/test no. <sup>1)</sup>

## Disclosures to the customer/Posting party/Lettershop

Customer		Customer no.	
Address	Zip code	Place	IMIS-No.
Posting Party/Lettershop		KCustomer no.	
Address	Zip code	Place	

## Contact person

Name	E-Mail	Telephone
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## European Union

Format <sup>2)</sup> (without additional service)	Delivery Service	Number of items <sup>2)</sup>	Total weight (kg) <sup>2)</sup>
<b>P 75</b>	Priority		
	Economy		
<b>P 75</b> non machinable	Priority		
	Economy		
<b>P 100</b>	Priority		
	Economy		
<b>B</b>	Priority		
	Economy		
<b>N</b>	Priority		
	Economy		
<b>Sum</b>			

## European Union

Format <sup>2)</sup> (Registered)	Delivery Service	Number of items <sup>2)</sup>	thereof: number of items <sup>1)</sup>		Total weight (kg) <sup>2)</sup>
			Advice of receipt	Deliver to addressee in person	
<b>P 75</b>	Priority				
<b>P 75</b> non machinable	Priority				
<b>P 100</b>	Priority				
<b>B</b>	Priority				
<b>N</b>	Priority				
<b>Sum</b>					

## European Union

Format <sup>2)</sup> (Tracked)	Delivery Service	Number of items <sup>2)</sup>	Total weight (kg) <sup>2)</sup>
<b>P 75</b>	Priority		
<b>P 75</b> non machinable	Priority		
<b>P 100</b>	Priority		
<b>B</b>	Priority		
<b>N</b>	Priority		
<b>Sum</b>			

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## Rest of Europe

Format <sup>2)</sup> (without additional service)	Delivery Service	Number of items <sup>2)</sup>	thereof: number of items <sup>1)</sup>	Total weight (kg) <sup>2)</sup>
			Goods content <sup>3)</sup>	
<b>P 75</b>	Priority			
	Economy			
<b>P 75</b> non machinable	Priority			
	Economy			
<b>P 100</b>	Priority			
	Economy			
<b>B</b>	Priority			
	Economy			
<b>N</b>	Priority			
	Economy			
<b>Sum</b>				

## Rest of Europe

Format <sup>2)</sup> (Registered)	Delivery Service	Number of items <sup>2)</sup>	thereof: number of items <sup>1)</sup>			Total weight (kg) <sup>2)</sup>
			Advice of receipt	Deliver to addressee in person	Goods content <sup>3)</sup>	
<b>P 75</b>	Priority					
<b>P 75</b> non machinable	Priority					
<b>P 100</b>	Priority					
<b>B</b>	Priority					
<b>N</b>	Priority					
<b>Sum</b>						

## Rest of Europe

Format <sup>2)</sup> (Tracked)	Delivery Service	Number of items <sup>2)</sup>	thereof: number of items <sup>1)</sup>	Total weight (kg) <sup>2)</sup>
			Goods content <sup>3)</sup>	
<b>P 75</b>	Priority			
<b>P 75</b> non machinable	Priority			
<b>P 100</b>	Priority			
<b>B</b>	Priority			
<b>N</b>	Priority			
<b>Sum</b>				

# Dispatch note

BRIEF INTERNATIONAL Plus\*



## World

Format <sup>2)</sup> (without additional service)	Delivery Service	Number of items <sup>2)</sup>	thereof: number of items <sup>1)</sup>	Total weight (kg) <sup>2)</sup>
			Goods content <sup>3)</sup>	
<b>P 75</b>	Priority			
	Economy			
<b>P 75</b> non machinable	Priority			
	Economy			
<b>P 100</b>	Priority			
	Economy			
<b>B</b>	Priority			
	Economy			
<b>N</b>	Priority			
	Economy			
<b>Sum</b>				

## World

Format <sup>2)</sup> (Registered)	Delivery Service	Number of items <sup>2)</sup>	thereof: number of items <sup>1)</sup>			Total weight (kg) <sup>2)</sup>
			Advice of receipt	Deliver to addressee in person	Goods content <sup>3)</sup>	
<b>P 75</b>	Priority					
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<b>P 100</b>	Priority					
<b>B</b>	Priority					
<b>N</b>	Priority					
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## World

Format <sup>2)</sup> (Tracked)	Delivery Service	Number of items <sup>2)</sup>	thereof: number of items <sup>1)</sup>	Total weight (kg) <sup>2)</sup>
			Goods content <sup>3)</sup>	
<b>P 75</b>	Priority			
<b>P 75</b> non machinable	Priority			
<b>P 100</b>	Priority			
<b>B</b>	Priority			
<b>N</b>	Priority			
<b>Sum</b>				



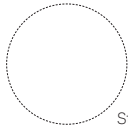
## Receptacles/pallets

Customer number for receptacles:

**Attention!** Number is absolutely necessary in case it differs from SAP-number of posting party/lettershop

Number	Receptacles/pallets	Number	Receptacles/pallets	Number	Receptacles/pallets
	Europallet		Roll container - large		Letter box - large
	Single use pallet		Letter roll container		Carton
	Roll container - small		Letter box - small		Miscellaneous

## Confirmation of acceptance/Post internal purposes



Stamp and signature of post office employee

Accuracy of information provided by the customer in this dispatch note subject to review by Österreichische Post AG (Austrian Post) within the quality assurance process.

## Format definition

	P 75	P 100	B	N
<b>Weight</b>	0 - 75 g	> 75 - 100 g	0 - 2,000 g	0 - 2,000 g
<b>Minimum size</b>	140 mm × 90 mm	140 mm × 90 mm	140 mm × 90 mm	140 mm × 90 mm
<b>Maximum size</b>	235 mm × 162 mm	235 mm × 162 mm	353 mm × 250 mm	Length + width + thickness = 900 mm
<b>Maximum thickness</b>	5 mm	5 mm	30 mm	500 mm

**Comment:** as soon as a format's dimension and/or weight limit has been exceeded, the item is automatically assigned up to the next format.

## Country classification

### Zone 1 European Union:

Belgium, Bulgaria, Croatia, Republic of Cyprus (exkl. Turkish Northern Cyprus), Czech Republic, Denmark (exkl. Greenland and Faroe Islands), Estonia, Finland (exkl. Aland Islands), France (exkl. French overseas territories), Germany (exkl. Helgoland and Büsingen), Greece (exkl. Mount Athos), Hungary, Ireland, Italy (incl. Campione d'Italia, Lake Lugano, exkl. Livigno), Latvia, Lithuania, Luxembourg, Malta, Monaco, the Netherlands (exkl. Dutch overseas territories), Poland, Portugal (incl. Azores, Madeira), Romania, Sweden, Slovakia, Slovenia, Spain (exkl. Canary Islands, Melilla, Ceuta).  
Also applicable for future member states of the European Union once they join the European Union.

### Zone 2 Rest of Europe:

Aland Islands (Finland), Albania, Andorra, Armenia, Azerbaijan, Belarus, Bosnia-Herzegovina, Büsingen (Germany), Canary Islands (Spain), Ceuta (Spain), Cyprus (Turkish Northern Cyprus), Faroe Islands (Denmark), Georgia, Gibraltar, Great Britain and Northern Ireland, Greenland (Denmark), Guernsey (Great Britain), Helgoland (Germany), Iceland, Isle of Man (Great Britain), Jersey (Great Britain), Kazakhstan, Kosovo, Liechtenstein, Livigno (Italy), Melilla (Spain), Montenegro, Moldova, Mount Athos (Greece), North Macedonia, Norway, Russian Federation, San Marino, Serbia, Switzerland, Türkiye, Ukraine, Vatican City.

### Zone 3 World:

All countries and regions not listed in zone 1 (European Union) and zone 2 (Rest of Europe).