

Recipient Declaration



Dear Postal Customer,

We have received an enquiry order for a consignment addressed to you. In order to support our investigation, please let us know whether you have received the item.

Declaration on ☐ Non Receipt

☐ Receipt

Tracking Number

Name and address of sender	Name and address of recipient
Description of shipping content	

Please tick and fill in the appropriate fields:

☐ I have received the shipment:

Date of acquisition (DD.MM.YYYY)

The cash on delivery of (in Euro)

- ☐ I have paid the deliverer
- ☐ I have paid at the post office
- ☐ I have not paid

☐ I have not received the item by post or by any other means.

In order to support a quick investigation process, we kindly ask you to return this form completely filled out and signed to our office (by e-mail, fax or letter) within three working days. Thank you very much for your assistance!

Place, Date: _____

Name in block letters: _____

Signature: _____

Kind regards,
Your Business Customer Service

Österreichische Post AG

Firmensitz: Wien | Firmenbuchnummer: 180219d, Firmenbuchgericht Wien, UID: ATU 46674503, post.at
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