

INQUIRY 查詢單

Ordinary 平常 Registered 掛號 Insured 保價 Recorded delivery 投遞記錄

Office of origin (to which the form is to be returned). Telefax No 航空郵件科 (指本查單應退至之原寄郵政) 傳真號碼 EMS&REGISTRY DIVISION OUTGOING MAIL SECTION TAIPEI AMF 337 FAX: (886) 3393-1078, (886)3383-3379	Data of inquiry 查詢日期 References 案號 Data of duplicate 副本日期 Service of destination. Telefax No 寄達局·傳真號碼
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Particulars to be supplied by the service of origin 由原寄局提供之資料

Reason for inquiry 查詢之理由	<input checked="" type="checkbox"/> Item not arrived 郵件未收到 <input type="checkbox"/> Contents missing 內件遺失 <input type="checkbox"/> Damage 破損 <input type="checkbox"/> Unexplained return of item 退回之件未註明原因 <input type="checkbox"/> Advice of receipt not completed 收件回執未妥投		
Item under inquiry 查詢之郵件	<input checked="" type="checkbox"/> Priority 優先處理 <input type="checkbox"/> Non-Priority 非優先處理 <input type="checkbox"/> Parcel 包裹 <input type="checkbox"/> Letter 信函 <input type="checkbox"/> Printed paper 印刷物 <input type="checkbox"/> Small packet 小包	No of item 郵件號碼	
	Amount of insured value 保價金額	COD amount and currency 代收貨價金額及幣值	Weight 重量 kg
			Postage 資費
Special indications 特別標示	<input checked="" type="checkbox"/> By airmail 航空 <input type="checkbox"/> S.A.L. 陸空聯運 <input type="checkbox"/> Express 快遞 <input type="checkbox"/> Advice of receipt 回執		
Posted 交寄詳情	Date 日期	Office 局名	<input type="checkbox"/> Receipt seen 收據已閱
Sender 寄件人	Name 姓名 Address 地址		Telephone No. 電話
Addressee 收件人	Name / address / telephone / email		
	Name 姓名		
	Full address 地址		
	Telephone No. 電話 Email :		
Contents 填寫內容物品 (Precise description) 需詳細列明	<input checked="" type="checkbox"/> 內容物不可書寫籠統(例如: gift、sample、toy、document、零件 parts、工具 tools、附件 accessory...等等) <input checked="" type="checkbox"/> 需明確書寫內容物品 (寫出實際商品內容)		
Item found 發現該件	To be sent to 應送交 <input type="checkbox"/> the sender 寄件人 <input type="checkbox"/> the addressee 收件人		

Particulars to be supplied by office of exchange 由互換局提供之資料

To be supplied for parcels and Registered and insured items only 僅提供包裹、掛號及保價函件資料	Mail in which the item was sent abroad 發往國外之總包	<input checked="" type="checkbox"/> priority/Air 優先處理/航空 <input type="checkbox"/> S. A. L 陸空聯運 <input type="checkbox"/> Non-priority/Surface 非優先處理/水路	
		No 號碼	Date 日期
		Dispatching office exchange 寄發互換局 <div style="text-align: center; font-size: 1.2em;">TAIPEI AMF</div>	
		Office of exchange of destination 寄達互換局	
		No of the bill/list 清單號數	<input type="checkbox"/> Letter bill (CN 31 CN 32) 函件清單 <input checked="" type="checkbox"/> Special list (CN 33) 掛號函件清單 <input type="checkbox"/> Dispatch list (CN 16) 保價函件封發清單 <input type="checkbox"/> Parcel bill (CP 86 or CP 87) 包裹清單
		Serial No 編號	Date and signature 日期及簽署
		<input type="checkbox"/> Bulk advice 彙登總數	

Particulars to be supplied by the intermediate services 由轉遞郵政提供之資料

Mail in which the item was sent abroad 發往國外之總包	<input type="checkbox"/> Priority/Air 優先處理/航空 No 號碼	<input type="checkbox"/> S.A.L 陸空聯運 Date 日期	<input type="checkbox"/> Non-priority/Surface 非優先處理/水陸
	Dispatching office of exchange 寄發互換局		
	Office of exchange of destination 寄達互換局		
	No of the bill/list 清單號數	<input type="checkbox"/> Letter bill (CN 31 or CN32) 函件清單 <input type="checkbox"/> Special list (CN33) 掛號函件清單	
	Serial No 編號	<input type="checkbox"/> Dispatch list (CN16) 保價函件封發清單 <input type="checkbox"/> Parcel bill (CP87) 包裹清單	
<input type="checkbox"/> Bulk advice 彙登總數		Date and signature 日期及簽署	

Particulars to be supplied by the service of destination 由寄達郵政提供之資料

In case of delivery 如已投遞	<input type="checkbox"/> The item was duly delivered to the rightful owner. 本件已投交有權收件之人。		Date 日期
	In case of damage or delay, give the reason in the "Final reply part" under "Any other comments". 郵件如有破損或投遞延誤時應於"最後答覆"欄"其他必要通知"中列述其原因。		
In case of non-delivery 如無法投遞	The item 本件 <input type="checkbox"/> is being held at 存放於	Name of office 局名	
		Name of office 局名	
	<input type="checkbox"/> was returned to the office of origin 已退回原寄局	Date 日期	
		Reason 理由	
	<input type="checkbox"/> was redirected 已予改寄	Date 日期	
		New address in full 詳細地址	
	<input type="checkbox"/> The item has not been received at the office of destination. 本件未經寄達局收到。	<input type="checkbox"/> The addressee's CN18 declaration is attached. 隨附收件人之郵件已收到(或未收到)聲明書。	
Delivery office 投遞局	Name, date and signature 姓名、日期及簽署		

Final reply 最後答覆

The investigations made in our service have been unsuccessful. If the item under inquiry has not been received back by the sender, we authorize you to compensate the inquirer within the prescribed limits and to debit us in a CP75 or CN48 account, as appropriate. 本郵政調查無結果，倘查詢之件未經退交收件人，則本郵政授權貴郵政按章向申請人補償並登列於本郵政之 CP75 或 CN48 帳中。

 The full amount paid 補償金全數

 Half of the amount paid (bulk advice) 補償金半數(彙登總數)

 Reference 案號

 According to the agreement between our two countries, you have to compensate the inquirer. 經雙方協議，貴郵政應對申請查詢者負補償責任。

Any other comments 其他必要通知