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## Declaration of Non-receipt of e-Express Service Item

Notes:

1. This declaration must be completed by the **recipient**. Recipient refers to the recipient addressed on the Certificate of Posting.
2. Please complete this declaration in BLOCK LETTERS.
3. Please return the original copy or scanned copy of the completed declaration to the sender. If necessary, Hongkong Post has the right to ask the recipient or the claimant to provide the address proof of the recipient.
4. The personal data you provide by means of this form will be used by Hongkong Post for processing the sender's application;
5. You have the right of access and correction with respect of personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this declaration. If you wish to do so, please complete the Data Access Request Form (Pos736) which is available at any post office or Hongkong Post's website.

I, \_\_\_\_\_, declare as follows:

(Recipient's Name)

1. I am the recipient of mail item with item barcode number \_\_\_\_\_.

(Item barcode number)

2. I did not receive the mail item concerned.

3. The recipient's address for the mail item concerned is as follows:

\_\_\_\_\_  
\_\_\_\_\_

(Recipient's address)

4. The sender of the mail item concerned is \_\_\_\_\_.

(Name of the sender)

5. The full description and quantity of content of the mail item concerned is

\_\_\_\_\_.

(full description and quantity of content of the mail item concerned)

6. The value of the mail item concerned is \_\_\_\_\_.

(Value of the mail item)

I declare that the foregoing is true and correct and that this Declaration of Non-receipt of e-Express Service Item was signed on the date shown below.

Recipient's signature: \_\_\_\_\_

Recipient's name: \_\_\_\_\_

Date: \_\_\_\_\_

Last Update: 15 June 2018