Magyar Posta Zrt.

Information Technology Development Directorate

# Electronic posting list technical specification
# Volume I

## Technical Guide for the Generation of Electronic Posting Lists by Senders

Letter mail items:
Letter, postcard, picture postcard, literature for the blind, official document, reply mail item, KDM, ~~"M" bag (printed material addressed to a foreign recipient)~~, business letter, business DME, Letter ~~subject to customs clearance, "M" bag~~ subject to customs clearance, Global Prime

Version number: 8.13

Valid: January 2025

1

# Contents

# Introduction

The information technology infrastructure of Magyar Posta Zrt. (hereinafter referred to as "Posta") allows its customers to submit letter mail item data electronically, in the form of a so called Electronic posting list (hereinafter: EFJ) to Posta when they dispatch letter mail items.

The use of EFJs facilitates the speeding-up of item acceptance, supporting the postal acceptance of bulk items with up-to-date tools.

This technical guide aims to provide the partners of Posta with the information required for producing EFJs.

Providing detailed terms of use is not part of the following technical guide; those terms are included in the Technology Guide to the use of electronic posting lists to submit letter mail items, published as associated information related to the "General Terms and Conditions of Contract for postal services provided by Posta".

The provisions of the technical guide shall be followed after the effective date indicated on the cover page when submitting mail items with an electronic posting list.

Magyar Posta Zrt. reserves the right to change any information or requirements appearing in the then-effective version of this technical guide. The technical guide (Technical specification of electronic posting lists) is the property of Magyar Posta Zrt. Transferring the documentation to a third party and the use of its contents is subject to the prior consent of Posta.

## 1.1. Postal validation

Before the first dispatch, the customer should submit the EFJ sample file to Magyar Posta Zrt. for validation and approval in order to ensure that only files that comply with the applicable standards and the specifications of this technical guide are received by the postal information systems.

Submission for validation and approval must be initiated by the producer of the EFJ through its contact at Magyar Posta.

The sample file must be produced in a single copy for validation and approval by Magyar Posta Zrt.

Mail items appearing in the EFJ sample should include all mail item types and extra services that the customer will use during live operation.

The sample file should be submitted for validation to **bevizsgalo@posta.hu**.

Posta will validate the received sample file to establish the conformity of its contents within 5 working days.

The parties involved (the one that submitted the file) will be advised in writing of the results of validation and of the approval, or will be given information on any technical or other issues found, including a detailed description of the errors in the case of a faulty sample file. ~~Following successful validation, Posta will issue a certificate to the customer.~~

The EFJ may only be used after receiving the notification of approval from Posta.

**We retain the right to change the specification.**

Key changes in the specification as compared to the previous version are highlighted as shown here, and they are summarized in the introduction.

## Summary of current changes

- Details of address data for items addressed "Poste Restante" and special addresses;
- Adaptation of rules on the recording of several sub-lists;
- Phasing out of unused fields;
- Phasing out of the M bags product

# 1. Format of data carrier, data files

## 1.1. Data submission options

### 1.1.1. E-mail

If email is used, files of the posting list should be sent by email to the following email address:

**efeladas@posta.hu**

The size of files submitted by email may not exceed ~~10~~ <mark>20</mark> MB.

Files received by email are subjected to syntactical and semantical verification. The system will sent the results of the verification by email to the customer, allowing them to fix any faults that may have been encountered before submitting mail items for delivery, which will expedite the process of accepting those items.

The final posting list containing the data of actually accepted mail items will be sent automatically to the email address indicated in the electronic posting list or – if there is no such address – a centrally configured e-mail address that was provided by the customer.

If the customer wishes to use a centrally configured address, then the desired email address should be forwarded to the contact person at Posta.

### 1.1.2. sFtp, Ftps

Posta provides the option to submit EPLs through sFtp or Ftps channels. If you wish to submit files in this way, please contact your postal sales representative.

In the case of data communication though an FTP server, the final posting list containing the data of actually accepted mail items will be sent to the email address associated with the customer's storage space, to the KI (OUT) folder in the same folder structure as it was uploaded. If requested, we can send notifications in e-mail about acceptance and upload events. The BE folder used for uploading electronic posting list may contain any number of individual folder structures, up to a maximum of 10 subfolders in depth, but the total number of characters in the name of the subfolders cannot exceed 140 characters.

Electronic posting lists may only be handed over on a data carrier medium in case of force majeure. It is considered a case of force majeure if the EFJ cannot be retrieved from the system of Posta due to an information technology related fault or an unexpected event. <mark>At postal service points included as postal partners and mobile posts in the POST OFFICE LIST published on the homepage of Posta, pendrives cannot be used even in contingencies, and mail items can only be dispatched with a paperbased posting list.</mark> ~~<mark>Pendrives can be accepted by all postal outlets that accept</mark>~~

### 1.1.3. USB memory (pendrive data storage device)

Format: Standard USB 1.1, USB 2.0
The required data files must be placed in a sub-folder of the root directory of the data storage device. The data must not be placed in a sub-folder of a sub-folder (a 1-folder deep directory structure is permitted). The pendrive must be formatted in a FAT file system.

### 1.1.4. Client gateway/Company gateway

For our customers who use an Client gateway/Company gateway, Posta ensures that they can also send their electronic data files via this channel. Electronic consignment notes must be submitted in KRX (KER) format via the Client Gateway/Company Gateway. To ensure their unambiguous identification, the document identifier must contain the designation "EFJ".

## 1.2. Format and character set of data files

### 1.2.1. Data format:

Version 1.0 of the XML (Extensible Markup Language) standard defined by the W3C (World Wide Web Consortium).

The data file is a **text** file consisting of a sequence of characters.
**Characters** used: Unicode, ISO/IEC 10646, tab, carriage return, line feed ….
[A series of **text** characters. A **character** is an individual unit of the text, and its specification is provided in the ISO/IEC 10646 (ISO/IEC 10646-2000) standard.]
The following character sets can be used in the data files required by Magyar Posta (character coding, code table): Windows-1250 (CP1250), ISO-8859-2•
The description refers to the above character set name with the identifier EncName.

Certain special characters such as &,', and " may only be used in the file as follows:

Part of the tags belonging to the XML syntax may be entered into the text fields in a special way only, because they "disturb" the interpreting algorithms. Therefore, these

characters, except < and > should be entered into the text fields according to the standard.

| Character (code) | & (38) | < (60) | > (62) | ' (39) | " (34) |
|---|---|---|---|---|---|
| „substitution" | &amp; | -* | -* | &apos; | &quot; |

**\* The < > characters must not be used as data in the file even according to the standard!** Characters not disturbing clarity can be used instead (e.g.: -, (,), …)
E.g.: If the company name is: Posta & Tsa '2006 Rt. : <nev>Posta &amp; Tsa &apos;2006 Rt.</nev>

### 1.2.2. Conditions for the use of ISO-8859-2 character set

The use of the ISO-8859-2 character set is recommended for customers who generate the electronic posting list in an operation system other than Windows (e.g.: Linux).
In order to avoid problems caused by the differences between the character sets, the use of the following characters is not allowed.



### 1.2.3. Extensible Markup Language (XML) format

The files should contain data in XML format. This format ensures that the data received from an external system is accepted in a standard way at the time the item is received for dispatch. This technical specification includes the syntax and data content requirements as specified by XML Version 1.0. The specification of XML documents (data) is based on the SGML, the Standard Generalized Markup Language [ISO 8879] standard. For the description of the XML data format, you can visit the following webpage: www.w3.org/TR/2000/REC-xml-20001006.html.

## 1.3. **Data files on data carrier**

### 1.3.1. Data files and file names

The data carrier medium (or the folder) should always contain a single data file that includes the data of the customer and the dispatched mail items in accordance with the below detailed rules.

### 1.3.2. Data compression, encryption

Data files may only be submitted without compression or encryption and that is how they should be stored on the data carrier medium.

## 2. File structure

The file is composed of the following sections, strictly in the following format and order:

```xml
<?xml version="1.0" encoding="windows-1250"?>
<jegyzek_adatok>
        <efj_adatok>
        </efj_adatok>
        <jegyzek_adat>
                <ugyfel_adatok>
                </ugyfel_adatok>
                <tomeges_adatok>
                        <belf_tetelek>
                                <kozonseges_tetelek>
                                        <kozonseges_tetel>
                                        </kozonseges_tetel>
                                        <kozonseges_azon_tetel>
                                        </kozonseges_azon_tetel>
                                </kozonseges_tetelek>
                                <nyilvantartott_tetelek>
                                        <nyilvantartott_tetel>
                                        </nyilvantartott_tetel>
                                </nyilvantartott_tetelek>
                        </belf_tetelek>
                        <nemz_tetelek>
                                <nemz_kozonseges_tetelek>
                                        <nemz_kozonseges_tetel>
                                        </nemz_kozonseges_tetel>
                                        <nemz_kozonseges_azon_tetel>
                                                <vam_adatok>
                                                </vam_adatok>
                                                <documents>
                                                </documents>
                                        </nemz_kozonseges_azon_tetel>
                                </nemz_kozonseges_tetelek>
                                <nemz_nyilvantartott_tetelek>
                                        <nemz_nyilvantartott_tetel>
                                                <vam_adatok>
                                                </vam_adatok>
                                                <documents>
                                                </documents>
                                        </nemz_nyilvantartott_tetel>
                                </nemz_nyilvantartott_tetelek>
                        </nemz_tetelek>
                </tomeges_adatok>
        </jegyzek_adat>
        <jegyzek_adat>
                <ugyfel_adatok>
                </ugyfel_adatok>
                <tomeges_adatok>
                </tomeges_adatok>
        </jegyzek_adat>
        <jegyzek_adat>
        </jegyzek_adat>
        <jegyzek_adat>
        </jegyzek_adat>
</jegyzek_adatok>
```

-
  -
  -

In the following, data in the "jegyzek_adatok" section will be called a list. The list should include the data of mail items handled as part of a single supply.

There may be several "jegyzek_adat" sections inside the "efj_adatok" section, and a despatch within the "jegyzek_adat" section will be hereinafter called a sub-list. Creating multiple sub-lists may be justified e.g. if there are different sender data or different data entries have been added to the ordinary items.

Adding an item to both the ordinary item section and the ordinary identified item section of the same sub-list of a certain posting list is not allowed. If an ordinary item should be recorded using both data entry method then it should be added to a different sub-list.

A posting list can contain up to 300 sub-lists, and:
- the total number of mail items listed as domestic registered items may not exceed 10,000 pieces across all sub-lists or 50,000 in the case of those listed as domestic identified mail items;
- the total number of international mail items across all sub-lists may not exceed 10 000 pieces;
- if the list contains a mixture of domestic and international mail items, the rule for international items applies.

If postage is paid by using a franking machine, and the posting list includes several sub-lists, the reading of the franking machine's counter for the entire posting list should be entered into the start and end reading fields in each sub-lists.

Optional fields in the file cannot be empty if the corresponding data is not recorded.

## 2.1. Ordinary mail items

This group includes items that are not individually registered by Magyar Posta, ~~they do not receive barcode identifiers~~ and only specified additional or supplementary services can be requested for them.

With ordinary items, the following should be considered as a **single dispatch entry**:

- the group of items requiring the same postal handling (priority, not priority)
  - the group of items belonging to the same item type (letter, postcard, etc.)

- the group of items with the same destination (domestic, European countries, other countries),
    - the group of items belonging to the same weight (~~or standard~~) category,
        - the group of items requiring the same additional service (~~or without any additional service~~).

The above item attributes together define the dispatch fee of the item.

Each entry is given a serial number within the data file.

Content and form requirements of ordinary item data

### 2.2. Ordinary identified item

Ordinary items belonging to this group should be added one by one to this section in accordance with the specified content and form related requirements.
Content and form requirements of domestic ordinary identified item data.
Content and form requirements of international ordinary identified item data.

### 2.3. Individually registered items (registered)

Each item is a dispatch entry. Each entry is given a serial number within the data file. For registered mail items, the addressee's detailed address can be entered entirely in a single field (3.5.127) or in multiple fields by its constituents (3.5.138-3.5.205).

The order of mail items in the data file within the domestic or international section is also the order of delivery of the mail items:

2.3.1. Registered items (registered, official document, registered with advice of delivery, official document with delivery to addressee in person):

- Domestic items dispatched with registered mail additional service in ascending order of identification number (identification number: RL… , RU……)
- Domestic reply items dispatched with registered mail additional service in ascending order of identification number (identification number: KR…)
- International items dispatched with registered mail additional service in ascending order of identification number (identification number: RR…)

Content and form requirements of domestic individually registered mail item data.
Content and form requirements of international individually registered mail item data.

## 3. Requirements for the content and form of the file

Data files shall contain the following data strictly in the given order:

## 3.1. **efj_adatok section**

### 3.1.1 Date and time of closing the EFJ

| | |
|---|---|
| **Field name:** | **efj_zaras** |
| **Mandatory:** | Mandatory |
| **Data length:** | 13 characters |
| **Structure:** | yymmdd_hhmmss |
| **Interpretation:** | Date and time of closing the EFJ |

### 3.1.2 EFJ software

| | |
|---|---|
| **Field name:** | **efj_szoftver** |
| **Mandatory:** | Mandatory |
| **Data length:** | max. 50 characters |
| **Structure:** | alphanumeric character |
| **Interpretation:** | Name of the person creating the electronic posting list, name and version of the software |

### 3.1.3 EFJ type

| | |
|---|---|
| **Field name:** | **efj_tipus** |
| **Mandatory:** | Optional |
| **Data length:** | 1 character |
| **Structure:** | Pre-defined: E or F (F if empty) |
| **Interpretation:** | Field used for identifying a despatch (F) or advance notice (E) type list. |

### 3.1.4 Manufacturer's code

| | |
|---|---|
| **Field name:** | **efj_gyartokod** |
| **Mandatory:** | Optional |
| **Data length:** | max. 4 characters |
| **Structure:** | Position 1-n: digits (0-9) |
| **Interpretation:** | For example, codes of printing companies, if several agreements are covered. |

### 3.1.5 Advance notice identifier

| | |
|---|---|
| **Field name:** | **efj_pre_id** |
| **Mandatory:** | Optional |
| **Data length:** | max. 30 characters |
| **Structure:** | alphanumeric character |
| **Interpretation:** | It should be filled in if the value of efj_tipus is „F", and its value should be the EFJ identifier of IKR. |

### 3.1.6 XSD version number

| | |
|---|---|
| **Field name:** | **xsd_verzio** |
| **Mandatory:** | Mandatory |
| **Data length:** | min. 3, max. 7 characters |
| **Structure:** | digits separated by a "." character |
| **Interpretation** | version number of the EFJ technical specification, e.g. "8.0" |

## 3.2. **ugyfel_adatok section**

### 3.2.1 Sender's customer code

| | |
|---|---|
| **Field name:** | **felado_vevokod** |
| **Mandatory:** | Mandatory |
| **Data length:** | 10 characters |

| | |
|---|---|
| **Structure:** | Position 1-10: digits (0-9) |
| **Interpretation:** | Sender (customer) identification, if it is 8 characters long, it should be prefixed with two leading 0s. |

### 3.2.2 Sender's agreement code

| | |
|---|---|
| **Field name:** | **felado_megallapodas** |
| **Mandatory:** | Mandatory |
| **Data length:** | 8 characters |
| **Structure:** | 8 characters, Excluded characters: field and record delimiter characters |
| **Interpretation:** | Agreement number appearing in the contract |

### 3.2.3 Sender's name/company name

| | |
|---|---|
| **Field name:** | **felado_nev** |
| **Mandatory:** | Mandatory |
| **Data length:** | at least 1, up to 150 characters |
| **Structure:** | Excluded characters: field and record delimiter characters |
| **Interpretation:** | Name of an individual or a legal entity with whom/which Posta concluded a contract and which should be the same as the sender's name appearing on the physical mail item (In case of a failed delivery, this data will be shown on the notification and in the sender's data section of the advice of delivery slip.) For consolidated dispatches, the consolidator's and the customer's data must be clearly indicated in the sender's name field in order to ensure accurate identification of the sender and the customer (e.g. Example Consolidator on behalf of Example Ltd.). |

### 3.2.4 Sender's ZIP

| | |
|---|---|
| **Field name:** | **felado_irsz** |
| **Mandatory:** | Mandatory |
| **Data length:** | 4 characters |
| **Structure:** | 1-4. Position: digits, e.g. 1122 |
| **Interpretation:** | Sender's postcode |

### 3.2.5 Sender's settlement name

| | |
|---|---|
| **Field name:** | **felado_hely** |
| **Mandatory:** | Mandatory |
| **Data length:** | A minimum of 2, max. 35 characters |
| **Structure:** | Excluded characters: field and record delimiter characters |
| **Interpretation:** | Sender's settlement name |

### 3.2.6 Sender's detailed address

| | |
|---|---|
| **Field name:** | **felado_kozelebbi_cim** |
| **Mandatory:** | Optional |
| **Data length:** | max. 60 characters |
| **Structure:** | |
| **Interpretation:** | Either the entire detailed address (e.g. Kossuth tér 2) or the parts of the address should be entered. It must be the same as the return address indicated on the physical mail item. Only domestic sites can be indicated as a return address for the mail item. For consolidated dispatches, the customer's address in Hungary instead of the shipping consolidator's address in Hungary may only be indicated as the return address if a written special agreement between the consolidator and Magyar Posta permits it, and furthermore, if the consolidator has authorized the customer to receive such items. |

### 3.2.7 Sender's street name

| | |
|---|---|
| **Field name:** | **felado_kozterulet_nev** |
| **Mandatory:** | Optional |

13

**Data length:**        max. 80 characters
**Structure:**
**Interpretation:**    Sender's street name (e.g. Petőfi, HRSZ123456)

### 3.2.8 Sender's street type
**Field name:**        **felado_kozterulet_jelleg**
**Mandatory:**        Optional
**Data length:**        max. 80 characters
**Structure:**
**Interpretation:**    Street type (e.g. street, road, square)

### 3.2.9 Sender's street number
**Field name:**        **felado_hazszam**
**Mandatory:**        Optional
**Data length:**        max. 30 characters
**Structure:**
**Interpretation:**    Sender's street number

### 3.2.10 Sender's building
**Field name:**        **felado_epulet**
**Mandatory:**        Optional
**Data length:**        max. 10 characters
**Structure:**
**Interpretation:**    Sender's building (e.g. Building "B")

### 3.2.11 Sender's stairway
**Field name:**        **felado_lepcsohaz**
**Mandatory:**        Optional
**Data length:**        max. 10 characters
**Structure:**
**Interpretation:**    Sender's stairway (e.g. Stairway "B")

### 3.2.12 Sender's floor
**Field name:**        **felado_emelet**
**Mandatory:**        Optional
**Data length:**        max. 10 characters
**Structure:**
**Interpretation:**    Sender's floor

### 3.2.13 Sender's door number
**Field name:**        **felado_ajto**
**Mandatory:**        Optional
**Data length:**        max. 10 characters
**Structure:**
**Interpretation:**    Sender's door number

### 3.2.14 Sender's post office box number
**Field name:**        **felado_postafiok**
**Mandatory:**        Optional
**Data length:**        max. 10 characters
**Structure:**
**Interpretation:**    Sender's post office box number

### 3.2.15 Sender's address identifier

**Field name:** **felado_cim_id**
**Mandatory:** Optional
**Data length:** max. 10 characters
**Structure:** Position 1 to 10: digits
**Interpretation:** Sender's address identifier

### 3.2.16 Start position of franking machine

**Field name:** **kezdoallas**
**Mandatory:** Optional
**Data length:** max. 10 characters
**Structure:** Position 1-10, digits, e.g. 112267 without leading zero(s)
**Interpretation:** Mandatory entry if a franking machine is used
Mandatory if there is an end position,

### 3.2.17 End position of franking machine

**Field name:** **zaroallas**
**Mandatory:** Optional
**Data length:** max. 10 characters
**Structure:** Position 1-10, digits, e.g. 112267 without leading zero(s)
**Interpretation:** Mandatory entry if a franking machine is used
Mandatory if there is a starting position,

### 3.2.18 Testing licence number

**Field name:** **engedelyszam**
**Mandatory:** Optional
**Data length:** max. 100 characters
**Structure:** When multiple identifiers are used, they should be separated by commas; alphanumerical characters are allowed.
**Interpretation:** Number of the Testing licence provided by Magyar Posta

### 3.2.19 Sender's email address

**Field name:** **felado_email**
**Mandatory:** Optional
**Data length:** A minimum of 6, max. 60 characters
**Structure:** See annex
**Interpretation:** The sender's email address

### 3.2.20 Sender's phone number

**Field name:** **felado_telefon**
**Mandatory:** Optional
**Data length:** max. 13 characters
**Structure:** See annex
**Interpretation:** Consigner's phone number

### 3.2.21 Expected location of despatch

**Field name:** **varhato_feladas_posta**
**Mandatory:** Optional
**Data length:** max. 6 characters
**Structure:** Pre-defined value
**Interpretation:** Planned location of despatch, the selectable set of data will be specified at a later stage of the development process.

### 3.2.22  Planned date of despatch
**Field name:**        **varhato_feladas_datum**
**Mandatory:**         Optional
**Data length:**       6 characters
**Structure:**         yymmdd
**Interpretation:**    Planned date of despatch, mandatory for advance notices.


### 3.2.23  Sender's notes
**Field name:**        **felado_megjegyzes**
**Mandatory:**         Optional
**Data length:**       max. 50 characters
**Structure:**
**Interpretation:**    The sender may enter anything, e.g. the file name of the file containing
posting data


### 3.2.24  Despatch with consolidator
**Field name:**        **konszolidator_feladas**
**Mandatory:**         Optional
**Data length:**       1 character
**Structure:**         Pre-defined value: I or N
**Interpretation:**    If the despatch involves a consolidator, then "I" should be entered. An empty
field is interpreted as "N". If "I" is entered, both the consolidator and the
customer should be indicated in the sender field, e.g. Example Consolidator
on behalf of Example Ltd.


### 3.2.25  Name, company name of the return receipt's addressee
**Field name:**        **tv_cimzett_nev**
**Mandatory:**         Optional
**Data length:**       max. 150 characters
**Structure:**
**Interpretation:**    Completing this field is mandatory if the indicated return address of a paper
based return receipt (advice of delivery) is not the same as the sender's
address.


### 3.2.26  Postcode of the return receipt's addressee
**Field name:**        **tv_cimzett_irsz**
**Mandatory:**         Optional
**Data length:**       4 characters
**Structure:**         Position 1 to 4: digits, e.g. 1122
**Interpretation:**    Return address of a paper-based return receipt, but only if it is not the same as
the sender's address (it may only be completed on domestic return receipts).


### 3.2.27  Settlement of the return receipt's addressee
**Field name:**        **tv_cimzett_hely**
**Mandatory:**         Optional
**Data length:**       min. 2, max. 35 characters
**Structure:**         Excluded characters: field and record delimiters
**Interpretation:**    Return address of a paper-based return receipt, but only if it is not the same as
the sender's address (it may only be completed on domestic return receipts).


### 3.2.28  Detailed address of the return receipt's addressee
**Field name:**        **tv_cimzett_kozelebbi_cim**
**Mandatory:**         Optional
**Data length:**       max. 60 characters

**Structure:**

**Interpretation:** Return address of a paper-based return receipt, but only if it is not the same as the sender's address (it may only be completed on domestic return receipts, and only a domestic address can be indicated).

### 3.2.29 Street name of the return receipt's addressee

**Field name:** **tv_cimzett_kozterulet_nev**
**Mandatory:** Optional
**Data length:** max. 80 characters
**Structure:**
**Interpretation:** Return address of a paper-based return receipt, but only if it is not the same as the sender's address (it may only be completed on domestic return receipts).

### 3.2.30 Street type of the return receipt's addressee

**Field name:** **tv_cimzett_kozterulet_jelleg**
**Mandatory:** Optional
**Data length:** max. 80 characters
**Structure:**
**Interpretation:** Return address of a paper-based return receipt, but only if it is not the same as the sender's address (it may only be completed on domestic return receipts).

### 3.2.31 Street number of the return receipt's addressee

**Field name:** **tv_cimzett_hazszam**
**Mandatory:** Optional
**Data length:** max. 30 characters
**Structure:**
**Interpretation:** Return address of a paper-based return receipt, but only if it is not the same as the sender's address (it may only be completed on domestic return receipts).

### 3.2.32 Building of the return receipt's addressee

**Field name:** **tv_cimzett_epulet**
**Mandatory:** Optional
**Data length:** max. 10 characters
**Structure:**
**Interpretation:** Return address of a paper-based return receipt, but only if it is not the same as the sender's address (it may only be completed on domestic return receipts).

### 3.2.33 Stairway of the return receipt's addressee

**Field name:** **tv_cimzett_lepcsohaz**
**Mandatory:** Optional
**Data length:** max. 10 characters
**Structure:**
**Interpretation:** Return address of a paper-based return receipt, but only if it is not the same as the sender's address (it may only be completed on domestic return receipts).

### 3.2.34 Floor of the return receipt's addressee

**Field name:** **tv_cimzett_emelet**
**Mandatory:** Optional
**Data length:** max. 10 characters
**Structure:**
**Interpretation:** Return address of a paper-based return receipt, but only if it is not the same as the sender's address (it may only be completed on domestic return receipts).

### 3.2.35 Door number of the return receipt's addressee

**Field name:** **tv_cimzett_ajto**
**Mandatory:** Optional

| | |
|---|---|
| **Data length:** | max. 10 characters |
| **Structure:** | |
| **Interpretation:** | Return address of a paper-based return receipt, but only if it is not the same as the sender's address (it may only be completed on domestic return receipts). |

### 3.2.36 Post office box number of the return receipt's addressee

| | |
|---|---|
| **Field name:** | **tv_cimzett_postafiok** |
| **Mandatory:** | Optional |
| **Data length:** | max. 10 characters |
| **Structure:** | |
| **Interpretation:** | Return address of a paper-based return receipt, but only if it is not the same as the sender's address (it may only be completed on domestic return receipts). |

### 3.2.37 Sender's name, company name_2

| | |
|---|---|
| **Field name:** | **felado_nev2** |
| **Mandatory:** | Optional |
| **Data length:** | at least 1, up to 150 characters |
| **Structure:** | Excluded characters: field and record delimiter characters |
| **Interpretation:** | This is where you can enter the information in letters other than Latin characters |

### 3.2.38 Sender's ZIP_2

| | |
|---|---|
| **Field name:** | **felado_irsz2** |
| **Mandatory:** | Optional |
| **Data length:** | max 10 characters |
| **Structure:** | |
| **Interpretation:** | Sender's postcode |

### 3.2.39 Sender's settlement name_2

| | |
|---|---|
| **Field name:** | **felado_hely2** |
| **Mandatory:** | Optional |
| **Data length:** | A minimum of 2, max. 35 characters |
| **Structure:** | Excluded characters: field and record delimiter characters |
| **Interpretation:** | This is where you can enter the information in letters other than Latin characters |

### 3.2.40 Sender's detailed address_2

| | |
|---|---|
| **Field name:** | **felado_kozelebbi_cim2** |
| **Mandatory:** | Optional |
| **Data length:** | max. 60 characters |
| **Structure:** | |
| **Interpretation:** | This is where you can enter the information in letters other than Latin characters |

### 3.2.41 Sender's street name_2

| | |
|---|---|
| **Field name:** | **felado_kozterulet_nev2** |
| **Mandatory:** | Optional |
| **Data length:** | max. 80 characters |
| **Structure:** | |
| **Interpretation:** | This is where you can enter the information in letters other than Latin characters |

### 3.2.42 Sender's street type_2

| | |
|---|---|
| **Field name:** | **felado_kozterulet_jelleg2** |
| **Mandatory:** | Optional |
| **Data length:** | max. 80 characters |

**Structure:**
**Interpretation:**     This is where you can enter the information in letters other than Latin characters

### 3.2.43 Sender's street number_2
**Field name:**     **felado_hazszam2**
**Mandatory:**     Optional
**Data length:**     max. 30 characters
**Structure:**
**Interpretation:**     This is where you can enter the information in letters other than Latin characters

### 3.2.44 Sender's building_2
**Field name:**     **felado_epulet2**
**Mandatory:**     Optional
**Data length:**     max. 10 characters
**Structure:**
**Interpretation:**     This is where you can enter the information in letters other than Latin characters

### 3.2.45 Sender's stairway_2
**Field name:**     **felado_lepcsohaz2**
**Mandatory:**     Optional
**Data length:**     max. 10 characters
**Structure:**
**Interpretation:**     This is where you can enter the information in letters other than Latin characters

### 3.2.46 Sender's floor_2
**Field name:**     **felado_emelet2**
**Mandatory:**     Optional
**Data length:**     max. 10 characters
**Structure:**
**Interpretation:**     This is where you can enter the information in letters other than Latin characters

### 3.2.47 Sender's door number_2
**Field name:**     **felado_ajto2**
**Mandatory:**     Optional
**Data length:**     max. 10 characters
**Structure:**
**Interpretation:**     This is where you can enter the information in letters other than Latin characters

### 3.2.48 Sender's post office box number_2
**Field name:**     **felado_postafiok2**
**Mandatory:**     Optional
**Data length:**     max. 10 characters
**Structure:**
**Interpretation:**     This is where you can enter the information in letters other than Latin characters

### 3.3. Domestic mail items / Ordinary mail item section

**If a mail item was added to the ordinary mail item section of the posting list, then it is prohibited to add any mail item to the <u>ordinary identified mail item</u> section within the same sub-list.**

#### 3.3.1   Mail item number

| | |
|---|---|
| **Field name:** | **sorszam** |
| **Mandatory:** | Mandatory |
| **Data length:** | max. 6 characters |
| **Structure:** | Position 1-n: digits (0-9) |
| **Interpretation:** | Dispatch item number, strictly incremented by one (starting with 1) for each dispatch entry |

#### 3.3.2   Code of item type

| | |
|---|---|
| **Field name:** | **alapszolg** |
| **Mandatory:** | Mandatory |
| **Data length:** | A minimum of 7, max. 9 characters |
| **Structure:** | Pre-defined, <u>see annex</u> |
| **Interpretation:** | Code of item type |

#### 3.3.3   Weight of item

| | |
|---|---|
| **Field name:** | **suly** |
| **Mandatory:** | Mandatory |
| **Data length:** | max. 5 characters |
| **Structure:** | Position 1-n: digits |
| **Interpretation:** | Upper weight limit of the item type's weight ranges according to the tariff, in grams. |

#### 3.3.4   Number of mail items

| | |
|---|---|
| **Field name:** | **darab** |
| **Mandatory:** | Mandatory |
| **Data length:** | 1-6 characters |
| **Structure:** | Position 1-n: digits |
| **Interpretation:** | Number of mail items |

#### 3.3.5   Additional services

| | |
|---|---|
| **Field name:** | **kulonszolgok** |
| **Mandatory:** | Optional |
| **Data length:** | 5 characters for each additional service |
| **Structure:** | Pre-defined, <u>see annex</u> |
| **Interpretation:** | Data length is at least 5 characters if there is any additional service (the code of 1 additional service); in case of more services separated by comma. |

#### 3.3.6   Indication of literature for the blind

| | |
|---|---|
| **Field name:** | **vakok_irasa** |
| **Mandatory:** | Optional |
| **Data length:** | 1 character |
| **Structure:** | 0 or 1 |
| **Interpretation:** | "1": mandatory for literature for the blind, "0": optional, not literature for the blind. |

### 3.3.7   Indication of mail item size

**Field name:** **meret**
**Mandatory:** Optional
**Data length:** 1 character
**Structure:** Pre-defined
**Interpretation:** Indication of mail item size: 0, 1 or L. See annex

### 3.3.8   Dispatch charge

**Field name:** **dij**
**Mandatory:** Optional
**Data length:** max. 9 characters
**Structure:** Position 1-n: digits
**Interpretation:** Dispatch charge

### 3.3.9   Suitability for automation

**Field name:** **gepre_alkalmassag**
**Mandatory:** Optional
**Data length:** 1 character
**Structure:** Pre-defined: G
**Interpretation:** Indication of mail items suitable for automated processing. Mandatory for K_FEL additional service If the additional services include K_FEL, but the "gepre_alkalmassag" field is not specified, the system marks the item as "faulty". For business letters (A_117_ULV), this line is forbidden.

## 3.4. Domestic mail items / Ordinary identified mail item section

**If a mail item was added to the ordinary identified mail item section of the posting list, then it is prohibited to add any mail item to the ordinary mail item section within the same sub-list.**

### 3.4.1   Serial number of dispatch entry

**Field name:** **sorszam**
**Mandatory:** Mandatory
**Data length:** max. 6 characters
**Structure:** Position 1-n: digits (0-9)
**Interpretation:** Serial number of dispatch entry

### 3.4.2   Code of item type

**Field name:** **alapszolg**
**Mandatory:** Mandatory
**Data length:** A minimum of 7, max. 9 characters
**Structure:** Pre-defined, see annex
**Interpretation:** Code of item type

### 3.4.3   Item identifier

**Field name:** **azonosito**
**Mandatory:** Mandatory
**Data length:** 16 characters
**Structure:** Pre-defined, see annex
**Interpretation:** Entering the identifier is mandatory.

### 3.4.4   Addressee Name

**Field name:** **cimzett_nev**
**Mandatory:** Mandatory

21

| | |
|---|---|
| **Data length:** | max. 150 characters |
| **Structure:** | |
| **Interpretation:** | Addressee's name. If the mail item has a poste restante address, the term "Poste Restante" must be entered here after the addressee's name, preceded by a space as a separator (e.g., Sample Example Poste Restante). |

### 3.4.5 Addressee's postcode

| | |
|---|---|
| **Field name:** | **cimzett_irsz** |
| **Mandatory:** | Mandatory |
| **Data length:** | 4 characters |
| **Structure:** | Position 1 to 4: digits, e.g. 1122 |
| **Interpretation:** | Addressee's postcode, or in the case of a mail item with a poste restante address, the postcode of the destination post office |

### 3.4.6 Name of settlement

| | |
|---|---|
| **Field name:** | **cimzett_hely** |
| **Mandatory:** | Mandatory |
| **Data length:** | Min. 2, max. 35 characters |
| **Structure:** | |
| **Interpretation:** | Settlement name, e.g. Budapest, or in the case of a mail item with a poste restante address, the name of the destination post office |

### 3.4.7 Addressee's detailed address

| | |
|---|---|
| **Field name:** | **cimzett_kozelebbi_cim** |
| **Mandatory:** | Optional |
| **Data length:** | max. 60 characters |
| **Structure:** | |
| **Interpretation:** | Either the entire detailed address (e.g. Kossuth tér 2) or the parts of the address should be entered. |

### 3.4.8 Addressee street name

| | |
|---|---|
| **Field name:** | **cimzett_kozterulet_nev** |
| **Mandatory:** | Optional |
| **Data length:** | max. 80 characters |
| **Structure:** | |
| **Interpretation:** | e.g. Kossuth, HRSZ123456, or a field for entering special addresses (e.g. gas station) |

### 3.4.9 Addressee street type

| | |
|---|---|
| **Field name:** | **cimzett _kozterulet_jelleg** |
| **Mandatory:** | Optional |
| **Data length:** | max. 80 characters |
| **Structure:** | |
| **Interpretation:** | e.g. square |

### 3.4.10 Addressee's street number

| | |
|---|---|
| **Field name:** | **cimzett _hazszam** |
| **Mandatory:** | Optional |
| **Data length:** | max. 30 characters |
| **Structure:** | |
| **Interpretation:** | Street number or lot number for lot number based addresses, e.g. 2… 123456 |

### 3.4.11 Addressee's building number

| | |
|---|---|
| **Field name:** | **cimzett_epulet** |
| **Mandatory:** | Optional |
| **Data length:** | max. 10 characters |

**Structure:**

**Interpretation:**        e.g. A

### 3.4.12 Addressee's stairway number

| | |
|---|---|
| **Field name:** | **cimzett_lepcsohaz** |
| **Mandatory:** | Optional |
| **Data length:** | max. 10 characters |
| **Structure:** | |
| **Interpretation:** | e.g. B |

### 3.4.13 Addressee's floor number

| | |
|---|---|
| **Field name:** | **cimzett_emelet** |
| **Mandatory:** | Optional |
| **Data length:** | max. 10 characters |
| **Structure:** | |
| **Interpretation:** | e.g. 3. |

### 3.4.14 Addressee's door number

| | |
|---|---|
| **Field name:** | **cimzett_ajto** |
| **Mandatory:** | Optional |
| **Data length:** | max. 10 characters |
| **Structure:** | |
| **Interpretation:** | e.g. 4. |

### 3.4.15 Addressee's post office box number

| | |
|---|---|
| **Field name:** | **cimzett_postafiok** |
| **Mandatory:** | Optional |
| **Data length:** | max. 10 characters |
| **Structure:** | |
| **Interpretation:** | e.g. 5. |

### 3.4.16 Addressee's address identifier

| | |
|---|---|
| **Field name:** | **cimzett_cim_id** |
| **Mandatory:** | Optional |
| **Data length:** | max. 10 characters |
| **Structure:** | |
| **Interpretation:** | e.g. 123456 (may only be completed in accordance with the postal database) |

### 3.4.17 Weight of item

| | |
|---|---|
| **Field name:** | **suly** |
| **Mandatory:** | Mandatory |
| **Data length:** | max. 5 characters |
| **Structure:** | Position 1-n: digits |
| **Interpretation:** | Item weight |

### 3.4.18 Additional services

| | |
|---|---|
| **Field name:** | **kulonszolgok** |
| **Mandatory:** | Optional |
| **Data length:** | 5 characters for each additional service |
| **Structure:** | Pre-defined, see annex |
| **Interpretation:** | Data length is at least 5 characters if there is any additional service (the code of 1 additional service); in case of more services separated by comma. |

### 3.4.19 Indication of literature for the blind

**Field name:**        **vakok_irasa**

23

| **Mandatory:** | Optional |
| **Data length:** | 1 character |
| **Structure:** | 0 or 1 |
| **Interpretation:** | "1": mandatory for literature for the blind, "0": optional, not literature for the blind. |

### 3.4.20  Indication of mail item size

| **Field name:** | **meret** |
| **Mandatory:** | Optional |
| **Data length:** | 1 character |
| **Structure:** | Pre-defined |
| **Interpretation:** | Indication of mail item size: 0, 1 or L See annex |

### 3.4.21  Dispatch charge

| **Field name:** | **dij** |
| **Mandatory:** | Optional |
| **Data length:** | max. 9 characters |
| **Structure:** | Position 1-n: digits |
| **Interpretation:** | Dispatch charge |

### 3.4.22  Suitability for automation

| **Field name:** | **gepre_alkalmassag** |
| **Mandatory:** | Optional |
| **Data length:** | 1 character |
| **Structure:** | Pre-defined: G |
| **Interpretation:** | Indication of mail items suitable for automated processing. Mandatory for K_FEL additional service. For business letters (A_117_ULV), this line is forbidden. |

## 3.5. **Domestic mail items / Individually registered items section**

### 3.5.1   Serial number of dispatch entry

| **Field name:** | **sorszam** |
| **Mandatory:** | Mandatory |
| **Data length:** | max. 6 characters |
| **Structure:** | Position 1-n: digits (0-9) |
| **Interpretation:** | Serial number of dispatch entry |

### 3.5.2   Item identifier

| **Field name:** | **azonosito** |
| **Mandatory:** | Mandatory |
| **Data length:** | max. 16 characters |
| **Structure:** | Pre-defined, see annex |
| **Interpretation:** | For customers under a contract, adding the item identifier is mandatory. |

### 3.5.3   Code of item type

| **Field name:** | **alapszolg** |
| **Mandatory:** | Mandatory |
| **Data length:** | A minimum of 7, max. 9 characters |
| **Structure:** | Pre-defined, see annex |
| **Interpretation:** | Code of item type. |

### 3.5.4 Weight of item

| | |
|---|---|
| **Field name:** | **suly** |
| **Mandatory:** | Mandatory |
| **Data length:** | max. 5 characters |
| **Structure:** | Position 1-n: digits |
| **Interpretation:** | Upper weight limit of the item type's weight ranges according to the tariff, in grams. |

### 3.5.5 Additional services

| | |
|---|---|
| **Field name:** | **kulonszolgok** |
| **Mandatory:** | Optional |
| **Data length:** | 5 characters for each additional service |
| **Structure:** | Pre-defined, see annex |
| **Interpretation:** | Additional services, data length is at least 5 characters (the code of 1 additional or special service); multiple services should be separated by commas. |

### 3.5.6 Indication of literature for the blind

| | |
|---|---|
| **Field name:** | **vakok_irasa** |
| **Mandatory:** | Optional |
| **Data length:** | 1 character |
| **Structure:** | 0 or 1 |
| **Interpretation:** | "1": mandatory for literature for the blind, "0": not literature for the blind. |

#### Value insurance amount

| | |
|---|---|
| ~~**Field name:**~~ | ~~**eny_osszeg**~~ |
| ~~**Mandatory:**~~ | ~~Optional~~ |
| ~~**Data length:**~~ | ~~max. 9 characters~~ |
| ~~**Structure:**~~ | ~~Position 1-n: digits~~ |
| ~~**Interpretation:**~~ | ~~This field cannot be used.~~ |

#### Method of treatment

| | |
|---|---|
| ~~**Field name:**~~ | ~~**kezelesi_mod**~~ |
| ~~**Mandatory:**~~ | ~~Optional~~ |
| ~~**Data length:**~~ | ~~1 character~~ |
| ~~**Structure:**~~ | ~~Pre-defined, see annex~~ |
| ~~**Interpretation:**~~ | ~~This field cannot be used.~~ |

### 3.5.7 Indication of mail item size

| | |
|---|---|
| **Field name:** | **meret** |
| **Mandatory:** | Optional |
| **Data length:** | 1 character |
| **Structure:** | Pre-defined |
| **Interpretation:** | Indication of mail item size: 0, 1 or L See annex |

### 3.5.8 Delivery method

| | |
|---|---|
| **Field name:** | **kezb_mod** |
| **Mandatory:** | Optional |
| **Data length:** | 2 characters |
| **Structure:** | Pre-defined |
| **Interpretation:** | Data to be entered in this field will be defined later. |

### 3.5.9 Addressee Name

**Field name:** **cimzett_nev**
**Mandatory:** Mandatory
**Data length:** at least 2, up to 150 characters
**Structure:**
**Interpretation:** Addressee's name. If the mail item has a poste restante address, the term "Poste Restante" must be entered here after the addressee's name, preceded by a space as a separator (e.g., Sample Example Poste Restante).

### 3.5.10 Addressee's postcode

**Field name:** **cimzett_irsz**
**Mandatory:** Mandatory
**Data length:** 4 characters
**Structure:** Position 1 to 4: digits, e.g. 1122
**Interpretation:** Addressee's postcode or in the case of a mail item with a poste restante address, the postcode of the destination post office

### 3.5.11 Name of settlement

**Field name:** **cimzett_hely**
**Mandatory:** Mandatory
**Data length:** A minimum of 2, max. 35 characters
**Structure:**
**Interpretation:** Settlement name, e.g. Budapest or in the case of a mail item with a poste restante address, the name of the destination post office

### 3.5.12 Addressee's detailed address

**Field name:** **cimzett_kozelebbi_cim**
**Mandatory:** Optional
**Data length:** A minimum of 3, max. 60 characters
**Structure:**
**Interpretation:** Either the entire detailed address (e.g. Kossuth tér 2) or the parts of the address should be entered.

### 3.5.13 Addressee street name

**Field name:** **cimzett_kozterulet_nev**
**Mandatory:** Optional
**Data length:** max. 80 characters
**Structure:**
**Interpretation:** e.g. Kossuth, HRSZ123456, or a field for entering special addresses (e.g. gas station)

### 3.5.14 Addressee street type

**Field name:** **cimzett _kozterulet_jelleg**
**Mandatory:** Optional
**Data length:** max. 80 characters
**Structure:**
**Interpretation:** e.g. square

### 3.5.15 Addressee's street number

**Field name:** **cimzett _hazszam**
**Mandatory:** Optional
**Data length:** max. 30 characters
**Structure:**
**Interpretation:** Street number or lot number for lot number based addresses, e.g. 2…123456

### 3.5.16  Addressee's building number
**Field name:**        **cimzett_epulet**
**Mandatory:**        Optional
**Data length:**        max. 10 characters
**Structure:**
**Interpretation:**        e.g. A

### 3.5.17  Addressee's stairway number
**Field name:**        **cimzett_lepcsohaz**
**Mandatory:**        Optional
**Data length:**        max. 10 characters
**Structure:**
**Interpretation:**        e.g. B

### 3.5.18  Addressee's floor number
**Field name:**        **cimzett_emelet**
**Mandatory:**        Optional
**Data length:**        max. 10 characters
**Structure:**
**Interpretation:**        e.g. 3.

### 3.5.19  Addressee's door number
**Field name:**        **cimzett_ajto**
**Mandatory:**        Optional
**Data length:**        max. 10 characters
**Structure:**
**Interpretation:**        e.g. 4.

### 3.5.20  Addressee's post office box number
**Field name:**        **cimzett_postafiok**
**Mandatory:**        Optional
**Data length:**        max. 10 characters
**Structure:**
**Interpretation:**        e.g. 5.

### 3.5.21  Addressee's address identifier
**Field name:**        **cimzett_cim_id**
**Mandatory:**        Optional
**Data length:**        max. 10 characters
**Structure:**
**Interpretation:**        e.g. 123456 (may only be completed in accordance with the postal database)

### 3.5.22  Addressee's email address
**Field name:**        **cimzett_email**
**Mandatory:**        Optional
**Data length:**        A minimum of 6, max. 60 characters
**Structure:**        See annex
**Interpretation:**        The addressee's email address

### 3.5.23  The addressee's phone number
**Field name:**        **cimzett_telefon**
**Mandatory:**        Optional
**Data length:**        max. 13 characters
**Structure:**        See annex
**Interpretation:**        Consignee's phone number

### 3.5.24  Dispatch charge

| | |
|---|---|
| **Field name:** | **dij** |
| **Mandatory:** | Optional |
| **Data length:** | max. 9 characters |
| **Structure:** | Position 1-n: digits |
| **Interpretation:** | Dispatch charge |

### 3.5.25  Own identifier

| | |
|---|---|
| **Field name:** | **sajat_azonosito** |
| **Mandatory:** | Optional |
| **Data length:** | max. 50 characters |
| **Structure:** | |
| **Interpretation:** | Own identifier, comment. It will not appear in the advice of delivery; it will only be included in the embedded XML file. |

### 3.5.26  Suitability for automation

| | |
|---|---|
| **Field name:** | **gepre_alkalmassag** |
| **Mandatory:** | Optional |
| **Data length:** | 1 character |
| **Structure:** | Pre-defined: G |
| **Interpretation:** | Indication of mail items suitable for automated processing. Mandatory for K_FEL additional service |

### 3.5.27  Method of sending back the return receipt

| | |
|---|---|
| **Field name:** | **tv_mod** |
| **Mandatory:** | Optional; mandatory for additional service K_TEV |
| **Data length:** | 1 character |
| **Structure:** | Pre-defined |
| **Interpretation:** | Method of sending back the advice of delivery: |
| | 1. printing a paper-based copy |
| | 2. FTP server |
| | 3. a link is provided in an e-mail message |
| | 4. client gateway/company gateway |
| | 5. posta.hu |

### 3.5.28  Customer's own marking for domestic return receipts

| | |
|---|---|
| **Field name:** | **tv_sajat_jelzes** |
| **Mandatory:** | Optional |
| **Data length:** | max. 50 characters |
| **Structure:** | |
| **Interpretation:** | It may be displayed on the delivery confirmation in the customer's own marking field. |

### 3.5.29  Customer's own barcode for domestic return receipts

| | |
|---|---|
| **Field name:** | **tv_vonalkod** |
| **Mandatory:** | Optional |
| **Data length:** | max. 20 characters |
| **Structure:** | |
| **Interpretation:** | It may be displayed on the delivery confirmation in the customer's own marking field. |

### 3.5.30  Return receipt barcode type

| | |
|---|---|
| **Field name:** | **tv_vonalkod_tipus** |
| **Mandatory:** | Optional |
| **Data length:** | 1 character |

| Structure: | Pre-defined |
|---|---|
| Interpretation: | Presentation of the data indicated in the previous point. Supported barcode types: |

1. Code 128
2. Code 39
3. QR

### 3.5.31 Reference number of official document

| | |
|---|---|
| Field name: | **hiv_iratszam** |
| Mandatory: | Optional |
| Data length: | max. 50 characters |
| Structure: | |
| Interpretation: | A unique number used by the customer to identify a case. It may be displayed on the delivery confirmation in the customer's own marking field. |

### 3.5.32 Type of official document

| | |
|---|---|
| Field name: | **hiv_irat_fajta** |
| Mandatory: | Optional |
| Data length: | max. 50 characters |
| Structure: | |
| Interpretation: | A document type associated with the customer's operations, and appropriate for the information contained in the mail item. It may be displayed on the delivery confirmation in the customer's own marking field. |

### 3.5.33 Notification number

| | |
|---|---|
| Field name: | **hiv_ertesito** |
| Mandatory: | Optional |
| Data length: | max. 10 characters |
| Structure: | Pre-defined |
| Interpretation: | Mandatory only for official documents. Exclusive to official documents, it is the number/letter code of the notification to be left behind if the addressee is away. It is required for delivery, the advice of delivery may be shown in the customer's own marking field. The customer can select it from a pre-defined set of values. Permitted values: A/1., A/1/SK., A/2., A/3., A/4., A/5., A/6., A/7., A/7/2., A/8., A/9., A/10., A/10/SK. Only a single value can be used. |

### 3.5.34 Authority Gateway

| | |
|---|---|
| Field name: | **krid** |
| Mandatory: | Optional |
| Data length: | 9 characters |
| Structure: | Positon 1-n: digits |
| Interpretation: | KRID number of the Authority Gateway to which the advice of delivery is expected to be sent. It is only defined for additional service K_TEV. Completing this field is mandatory if advices of delivery are to be sent to a KRID that is different from the one registered at posta.hu or if no KRID has been registered. |

## 3.6. International mail items / Ordinary mail item section

**If a mail item was added to the ordinary mail item section of the posting list, then it is prohibited to add any mail item to the ordinary identified mail item section within the same sub-list.**

### 3.6.1 Mail item number
| | |
|---|---|
| Field name: | **sorszam** |

29

| **Mandatory:** | Mandatory |
| --- | --- |
| **Data length:** | max. 6 characters |
| **Structure:** | Position 1-n: digits (0-9) |
| **Interpretation:** | Dispatch item number, strictly incremented by one (starting with 1) for each dispatch entry |

### 3.6.2   Code of item type

| **Field name:** | **alapszolg** |
| --- | --- |
| **Mandatory:** | Mandatory |
| **Data length:** | A minimum of 7, max. 9 characters |
| **Structure:** | Pre-defined, see annex |
| **Interpretation:** | Code of item type |

### 3.6.3   Destination

| **Field name:** | **viszonylat** |
| --- | --- |
| **Mandatory:** | Optional |
| **Data length:** | max. 2 characters |
| **Structure:** | Pre-defined, see annex |
| **Interpretation:** | The destination or country code is a mandatory entry. |

### 3.6.4   Country Code

| **Field name:** | **orszagkod** |
| --- | --- |
| **Mandatory:** | Optional |
| **Data length:** | 2 characters |
| **Structure:** | Pre-defined, see annex |
| **Interpretation:** | The destination or country code is a mandatory entry. |

### 3.6.5   Weight of item

| **Field name:** | **suly** |
| --- | --- |
| **Mandatory:** | Mandatory |
| **Data length:** | max. 5 characters |
| **Structure:** | Position 1-n: digits |
| **Interpretation:** | The item's weight exactly expressed in grams or the upper limit of the weight category |

### 3.6.6   Number of mail items

| **Field name:** | **darab** |
| --- | --- |
| **Mandatory:** | Mandatory |
| **Data length:** | 1- 6 characters |
| **Structure:** | Position 1-n: digits |
| **Interpretation:** | Number of mail items |

### 3.6.7   Additional services

| **Field name:** | **kulonszolgok** |
| --- | --- |
| **Mandatory:** | Optional |
| **Data length:** | 5 characters for each additional service |
| **Structure:** | Pre-defined, see annex |
| **Interpretation:** | Data length is at least 5 characters if there is any additional service (the code of 1 additional service); in case of more services separated by comma. |

### 3.6.8   Indication of literature for the blind

| **Field name:** | **vakok_irasa** |
| --- | --- |
| **Mandatory:** | Optional |
| **Data length:** | 1 character |
| **Structure:** | 0 or 1 |

**Interpretation:**  "1": mandatory for literature for the blind, "0": optional, not literature for the blind.

### 3.6.9   Indication of mail item size

**Field name:**  **meret**
**Mandatory:**  Optional
**Data length:**  1 character
**Structure:**  Pre-defined
**Interpretation:**  Indication of mail item size: 0, 1 or L <u>See annex</u>

### 3.6.10  Dispatch charge

**Field name:**  **dij**
**Mandatory:**  Optional
**Data length:**  max. 9 characters
**Structure:**  Position 1-n: digits
**Interpretation:**  Dispatch charge

### 3.6.11  Number of insert sheet

**Field name:**  **potlapszam**
**Mandatory:**  Optional
**Data length:**  max. 2 characters
**Structure:**  Position 1-n: digits
**Interpretation:**

## 3.7. **International mail items / Ordinary identified mail item section**

**If a mail item was added to the ordinary identified mail item section of the posting list, then it is prohibited to add any mail item to the <u>ordinary mail item</u> section within the same sub-list.**

### 3.7.1   Serial number of dispatch entry

**Field name:**  **sorszam**
**Mandatory:**  Mandatory
**Data length:**  max. 6 characters
**Structure:**  Position 1-n: digits (0-9)
**Interpretation:**  Serial number of dispatch entry

### 3.7.2   Code of item type

**Field name:**  **alapszolg**
**Mandatory:**  Mandatory
**Data length:**  A minimum of 7, max. 9 characters
**Structure:**  Pre-defined, <u>see annex</u>
**Interpretation:**  Code of item type

### 3.7.3   Item identifier

**Field name:**  **azonosito**
**Mandatory:**  Mandatory
**Data length:**  13 characters
**Structure:**  Pre-defined, <u>see annex</u>
**Interpretation:**

### 3.7.4   Country Code

**Field name:**  **orszagkod**

| Mandatory: | Mandatory |
| Data length: | 2 characters |
| Structure: | Pre-defined, [see annex](#) |
| Interpretation: | For international deliveries, country code is a mandatory entry. |

### 3.7.5  Addressee Name

| Field name: | **cimzett_nev** |
| Mandatory: | Mandatory |
| Data length: | A minimum of 2, max. 150 characters |
| Structure: | |
| Interpretation: | Addressee's name. <mark>If the mail item has a poste restante address, the term "Poste Restante" must be entered here after the addressee's name, preceded by a space as a separator (e.g., Sample Example Poste Restante).</mark> |

### 3.7.6  Addressee's postcode

| Field name: | **cimzett_irsz** |
| Mandatory: | Mandatory |
| Data length: | 10 characters |
| Structure: | |
| Interpretation: | If a destination country does not use postal codes, its mandatory value is "0000", <mark>or in the case of a mail item with a poste restante address, the postcode of the destination post office</mark> |

### 3.7.7  Name of settlement

| Field name: | **cimzett_hely** |
| Mandatory: | Mandatory |
| Data length: | A minimum of 2, max. 60 characters |
| Structure: | |
| Interpretation: | Settlement name, e.g. London, <mark>or in the case of a mail item with a poste restante address, the name of the destination post office</mark> |

### 3.7.8  Addressee's detailed address

| Field name: | **cimzett_kozelebbi_cim** |
| Mandatory: | Mandatory |
| Data length: | A minimum of 3, max. 60 characters |
| Structure: | |
| Interpretation: | e.g. 10 Downing Street. |

### 3.7.9  Addressee's email address

| Field name: | **cimzett_email** |
| Mandatory: | Optional |
| Data length: | A minimum of 6, max. 60 characters |
| Structure: | [see attachment](#) |
| Interpretation: | The addressee's email address |

### 3.7.10  The addressee's phone number

| Field name: | **cimzett_telefon** |
| Mandatory: | Optional |
| Data length: | max. 25 characters |
| Structure: | |
| Interpretation: | The addressee's phone number |

### 3.7.11  Addressee Name_2

| Field name: | **cimzett_nev2** |
| Mandatory: | Optional |
| Data length: | A minimum of 2, max. 150 characters |

**Structure:**
**Interpretation:**    This is where you can enter the information in letters other than Latin characters

### 3.7.12 Country Code_2

| | |
|---|---|
| **Field name:** | **orszagkod2** |
| **Mandatory:** | Optional |
| **Data length:** | 2 characters |
| **Structure:** | |
| **Interpretation:** | This is where you can enter the information in letters other than Latin characters |

### 3.7.13 Addressee's postcode_2

| | |
|---|---|
| **Field name:** | **cimzett_irsz2** |
| **Mandatory:** | Optional |
| **Data length:** | 10 characters |
| **Structure:** | |
| **Interpretation:** | This is where you can enter the information in letters other than Latin characters |

### 3.7.14 Name of settlement_2

| | |
|---|---|
| **Field name:** | **cimzett_hely2** |
| **Mandatory:** | Optional |
| **Data length:** | A minimum of 2, max. 60 characters |
| **Structure:** | |
| **Interpretation:** | This is where you can enter the information in letters other than Latin characters |

### 3.7.15 Addressee's detailed address_2

| | |
|---|---|
| **Field name:** | **cimzett_kozelebbi_cim2** |
| **Mandatory:** | Optional |
| **Data length:** | A minimum of 3, max. 60 characters |
| **Structure:** | |
| **Interpretation:** | This is where you can enter the information in letters other than Latin characters |

### 3.7.16 Weight of item

| | |
|---|---|
| **Field name:** | **suly** |
| **Mandatory:** | Mandatory |
| **Data length:** | max. 5 characters |
| **Structure:** | Position 1-n: digits |
| **Interpretation:** | The item's weight exactly expressed in grams. (It may not be less than the total weight of goods subject to customs clearance.) |

### 3.7.17 Additional services

| | |
|---|---|
| **Field name:** | **kulonszolgok** |
| **Mandatory:** | Optional |
| **Data length:** | 5 characters for each additional service |
| **Structure:** | Pre-defined, see annex |
| **Interpretation:** | Data length is at least 5 characters if there is any additional service (the code of 1 additional service); in case of more services separated by comma. |

### 3.7.18 Indication of literature for the blind

| | |
|---|---|
| **Field name:** | **vakok_irasa** |
| **Mandatory:** | Optional |
| **Data length:** | 1 character |

33

| Structure: | 0 or 1 |
|---|---|
| Interpretation: | "1": mandatory for literature for the blind, "0": optional, not literature for the blind. |

### 3.7.19 Indication of mail item size

| Field name: | **meret** |
|---|---|
| Mandatory: | Optional |
| Data length: | 1 character |
| Structure: | Pre-defined |
| Interpretation: | Indication of mail item size: 0, 1 or L <u>See annex</u> |

### 3.7.20 Dispatch charge

| Field name: | **dij** |
|---|---|
| Mandatory: | Optional |
| Data length: | max. 9 characters |
| Structure: | Position 1-n: digits |
| Interpretation: | Dispatch charge |

### 3.7.21 Number of insert sheet

| Field name: | **potlapszam** |
|---|---|
| Mandatory: | Optional |
| Data length: | max. 2 characters |
| Structure: | Position 1-n: digits |
| Interpretation: | To be entered if the postal customs agent service is used. |

### 3.7.22 Customs value

| Field name: | **vam_ertek** |
|---|---|
| Mandatory: | Optional |
| Data length: | 1-9 characters |
| Structure: | Position 1-n: digits (For documents, the value "0" is also permitted) |
| Interpretation: | It should be the same value as the sum of the values of good listed in the customs data section. It is mandatory for mail items subject to customs clearance. |

### 3.7.23 Export licence no.

| Field name: | **export_eng** |
|---|---|
| Mandatory: | Optional |
| Data length: | max. 50 characters |
| Structure: | alphanumeric characters |
| Interpretation: | Data should be entered according to the data fields on the CN22 and CN23 forms. For shipments to Norway, the VOEC number must also be entered here. [1] |

### 3.7.24 Value of the contents of the mail item

| Field name: | **valutanem** |
|---|---|
| Mandatory: | Optional |
| Data length: | 3 characters |
| Structure: | Pre-defined |
| Interpretation: | Possible values: HUF, EUR; USD. Data should be entered according to the data fields on the CN22 and CN23 forms. This code should be the same as the one entered in the customs data section. It is mandatory for mail items subject to customs clearance. |

---

[1] E-traders have the option to register in Norway with the so-called VOEC (VAT On E-Commerce) system. VOEC (VAT on e-commerce) system, through which customers can pay VAT on their purchases

### 3.7.25 Type of mail item

**Field name:** **aru_tartalom**
**Mandatory:** Optional
**Data length:** max. 50 characters
**Structure:** Pre-defined: in the EPL, either the type code of the item (e.g. 11) or, if it is of the "Other" type, the type code 999 should appear, in addition to a note related to the mail item type. All mail item types have a specific type code:

| Type of mail item | Type code + note |
|---|---|
| Document | 91 |
| Commercial sample | 32 |
| Returned product | 21 |
| Gift | 31 |
| Sold product | 11 |
| Other | 999 + space + max. 45 characters |

**Interpretation:** It is mandatory for mail items subject to customs clearance.

### 3.7.26 Elements of the customs data section (vam_adatok) (may be recurring)
See annex.

### 3.7.27 Elements of the (documents) sections (may be recurring):
See annex.

## 3.8. International mail items / Individually registered items section

### 3.8.1 Serial number of dispatch entry

**Field name:** **sorszam**
**Mandatory:** Mandatory
**Data length:** max. 6 characters
**Structure:** Position 1-n: digits (0-9)
**Interpretation:** Serial number of dispatch entry

### 3.8.2 Item identifier

**Field name:** **azonosito**
**Mandatory:** Mandatory
**Data length:** 13 characters
**Structure:** Pre-defined, see annex
**Interpretation:** For customers under a contract entering the identifier is mandatory.

### 3.8.3 Code of item type

**Field name:** **alapszolg**
**Mandatory:** Mandatory
**Data length:** A minimum of 7, max. 9 characters
**Structure:** Pre-defined, see annex
**Interpretation:** Code of item type

### 3.8.4 Country Code

**Field name:** **orszagkod**
**Mandatory:** Mandatory
**Data length:** 2 characters
**Structure:** Pre-defined, see annex

35

**Interpretation:** For international deliveries, country code is a mandatory entry.

### 3.8.5   Weight of item

**Field name:** **suly**
**Mandatory:** Mandatory
**Data length:** max. 5 characters
**Structure:** Position 1-n: digits
**Interpretation:** The item's weight exactly, expressed in grams (it may not be less than the total weight of all items subject to customs clearance.)

### 3.8.6   Additional services

**Field name:** **kulonszolgok**
**Mandatory:** Mandatory
**Data length:** 5 characters for each additional service
**Structure:** Pre-defined, see annex
**Interpretation:** Additional services, data length is at least 5 characters (the code of 1 additional or special service); multiple services should be separated by commas.

### 3.8.7   Indication of literature for the blind

**Field name:** **vakok_irasa**
**Mandatory:** Optional
**Data length:** 1 character
**Structure:** 0 or 1
**Interpretation:** "1": mandatory for literature for the blind, "0": , not literature for the blind.

### ~~Amount of cash on delivery~~

**~~Field name:~~** **~~uv_osszeg~~**
**~~Mandatory:~~** ~~Optional~~
**~~Data length:~~** ~~max. 9 characters~~
**~~Structure:~~** ~~Position 1-n: digits~~
**~~Interpretation:~~** ~~According to the currency of the country (integer).~~

### ~~Currency of COD payment~~

**~~Field name:~~** **~~uv_devizanem~~**
**~~Mandatory:~~** ~~Optional~~
**~~Data length:~~** ~~3 characters~~
**~~Structure:~~** ~~Pre-defined~~
**~~Interpretation:~~** ~~Mandatory for Cash on Delivery. If completed, its permitted values are: HUF; EUR; USD~~

### ~~Value insurance amount~~

**~~Field name:~~** **~~eny_osszeg~~**
**~~Mandatory:~~** ~~Optional~~
**~~Data length:~~** ~~max. 9 characters~~
**~~Structure:~~** ~~Position 1-n: digits~~
**~~Interpretation:~~** ~~This field cannot be used.~~

### ~~Method of treatment~~

**~~Field name:~~** **~~kezelesi_mod~~**
**~~Mandatory:~~** ~~Optional~~
**~~Data length:~~** ~~1 character~~
**~~Structure:~~** ~~Pre-defined, see annex~~
**~~Interpretation:~~** ~~This field cannot be used.~~

### 3.8.8 Indication of mail item size

**Field name:** **meret**
**Mandatory:** Optional
**Data length:** 1 character
**Structure:** Pre-defined
**Interpretation:** Indication of mail item size: 0, 1 or L  See annex

### 3.8.9 Addressee Name

**Field name:** **cimzett_nev**
**Mandatory:** Mandatory
**Data length:** at least 2, up to 150 characters
**Structure:**
**Interpretation:** Addressee's name. If the mail item has a poste restante address, the term "Poste Restante" must be entered here after the addressee's name, preceded by a space as a separator (e.g., Sample Example Poste Restante).

### 3.8.10 Addressee's postcode

**Field name:** **cimzett_irsz**
**Mandatory:** Mandatory
**Data length:** 10 characters
**Structure:**
**Interpretation:** If a destination country does not use postal codes, its mandatory value is "0000", or in the case of a mail item with a poste restante address, the postcode of the destination post office

### 3.8.11 Name of settlement

**Field name:** **cimzett_hely**
**Mandatory:** Mandatory
**Data length:** A minimum of 2, max. 60 characters
**Structure:**
**Interpretation:** Settlement name, e.g. London, or a field for entering special addresses (e.g. gas station).

### 3.8.12 Addressee's detailed address

**Field name:** **cimzett_kozelebbi_cim**
**Mandatory:** Mandatory
**Data length:** A minimum of 3, max. 60 characters
**Structure:**
**Interpretation:** e.g. 10 Downing Street.

### 3.8.13 Addressee's email address

**Field name:** **cimzett_email**
**Mandatory:** Optional
**Data length:** A minimum of 6, max. 60 characters
**Structure:** See annex
**Interpretation:** The addressee's email address

### 3.8.14 The addressee's phone number

**Field name:** **cimzett_telefon**
**Mandatory:** Optional
**Data length:** max. 25 characters
**Structure:**
**Interpretation:** Consignee's phone number

### 3.8.15 Addressee Name_2

**Field name:** **cimzett_nev2**
**Mandatory:** Optional
**Data length:** A minimum of 2, max. 150 characters
**Structure:**
**Interpretation:** This is where you can enter the information in letters other than Latin characters

### 3.8.16 Country Code_2

**Field name:** **orszagkod2**
**Mandatory:** Optional
**Data length:** 2 characters
**Structure:** Pre-defined, see annex
**Interpretation:** This is where you can enter the information in letters other than Latin characters

### 3.8.17 Addressee's postcode_2

**Field name:** **cimzett_irsz2**
**Mandatory:** Optional
**Data length:** 10 characters
**Structure:**
**Interpretation:** This is where you can enter the information in letters other than Latin characters

### 3.8.18 Name of settlement_2

**Field name:** **cimzett_hely2**
**Mandatory:** Optional
**Data length:** A minimum of 2, max. 60 characters
**Structure:**
**Interpretation:** This is where you can enter the information in letters other than Latin characters

### 3.8.19 Addressee's detailed address_2

**Field name:** **cimzett_kozelebbi_cim2**
**Mandatory:** Optional
**Data length:** A minimum of 3, max. 60 characters
**Structure:**
**Interpretation:** This is where you can enter the information in letters other than Latin characters

### 3.8.20 Dispatch charge

**Field name:** **dij**
**Mandatory:** Optional
**Data length:** max. 9 characters
**Structure:** Position 1-n: digits
**Interpretation:** Dispatch charge

### 3.8.21 Number of insert sheet

**Field name:** **potlapszam**
**Mandatory:** Optional
**Data length:** max. 2 characters
**Structure:** Position 1-n: digits
**Interpretation:** To be entered if the postal customs agent service is used.

### 3.8.22  Own identifier

**Field name:**          **sajat_azonosito**
**Mandatory:**          Optional
**Data length:**          max. 50 characters
**Structure:**
**Interpretation:**          Own identifier, comment


### 3.8.23  Customs value

**Field name:**          **vam_ertek**
**Mandatory:**          Optional
**Data length:**          1-9 characters
**Structure:**          Position 1-n: digits (for documents, "0" is also permitted)
**Interpretation:**          It should be the same value as the sum of the values of good listed in the customs data section. It is mandatory for mail items subject to customs clearance.


### 3.8.24  Export licence no.

**Field name:**          **export_eng**
**Mandatory:**          Optional
**Data length:**          max. 50 character
**Structure:**          alphanumeric characters
**Interpretation:**          Data should be entered according to the data fields on the CN22 and CN23 forms.
For shipments to Norway, the VOEC number must also be entered here. [2]


### 3.8.25  Value of the contents of the mail item

**Field name:**          **valutanem**
**Mandatory:**          Optional
**Data length:**          3 characters
**Structure:**          Pre-defined
**Interpretation:**          Possible values: HUF, EUR; USD. Data should be entered according to the data fields on the CN22 and CN23 forms. It should be the same as the currency code indicated in the customs data section. It is mandatory for mail items subject to customs clearance and for documents with zero customs value.


### 3.8.26  Type of mail item

**Field name:**          **aru_tartalom**
**Mandatory:**          Optional
**Data length:**          max. 50 characters
**Structure:**          Pre-defined: in the EPL, either the type code of the item (e.g. 11) or, if it is of the "Other" type, the type code 999 should appear, in addition to a note related to the mail item type. All mail item types have a specific type code:

| Type of mail item | Type code + note |
|---|---|
| Document | 91 |
| Commercial sample | 32 |
| Returned product | 21 |
| Gift | 31 |
| Sold product | 11 |
| Other | 999 + space + max. 45 characters |

---

[2] E-traders have the option to register in Norway with the so-called VOEC (VAT On E-Commerce) system. VOEC (VAT on e-commerce) system, through which customers can pay VAT on their purchases.

**Interpretation:** It is mandatory for mail items subject to customs clearance.

### 3.8.27 Elements of the customs data section (vam_adatok) (may be recurring)
See Annex.

### 3.8.28 Elements of the (documents) sections (may be recurring):
See annex.

## 3.9 Elements of the customs data section (vam_adatok) (may be recurring)

Mandatory for mail items the content of which is subject to customs clearance, in which case all fields, except the vam_tarifakod field, should be filled in.

### 3.9.1 Number of customs items
| | |
|---|---|
| **Field name:** | **aru_db** |
| **Mandatory:** | Optional |
| **Data length:** | 1-4 characters |
| **Structure:** | Digits (0-9) |
| **Interpretation:** | Number of recurring items |

### 3.9.2 Name of customs item
| | |
|---|---|
| **Field name:** | **aru_nev** |
| **Mandatory:** | Optional |
| **Data length:** | 1-100 character |
| **Structure:** | |
| **Interpretation:** | Name of the recurring item |

### 3.9.3 Value of the customs item
| | |
|---|---|
| **Field name:** | **aru_ertek** |
| **Mandatory:** | Optional |
| **Data length:** | 1-9 characters |
| **Structure:** | Digits (0-9) Only positive integers are allowed. |
| **Interpretation:** | Value per piece of the recurring item. (If there are multiple pieces of a certain type of product, then the total value of the pieces should be entered.) |

### 3.9.4 Currency
| | |
|---|---|
| **Field name:** | **valutanem** |
| **Mandatory:** | Optional |
| **Data length:** | 3 characters |
| **Structure:** | Pre-defined |
| **Interpretation:** | Permitted values: HUF, EUR, USD. It is a mandatory field. Data should be entered according to the data fields on the CN22 and CN23 forms. A single currency can be assigned to a given mail item. It should be the same as the currency code indicated in the mail item data. It is also mandatory for documents with zero customs value. |

### 3.9.5 Customs tariff code of the customs item
| | |
|---|---|
| **Field name:** | **vam_tarifakod** |
| **Mandatory:** | Optional |
| **Data length:** | 0-10 characters |

| | |
|---|---|
| **Structure:** | Digits (0-9 |
| **Interpretation:** | Harmonized codes, consisting of at least 6-8-10 characters, of the recurring item |

### 3.9.6   Country of origin of the customs item

| | |
|---|---|
| **Field name:** | **aru_orszag** |
| **Mandatory:** | Optional |
| **Data length:** | 2 characters |
| **Structure:** | |
| **Interpretation:** | Origin of the recurring item |

### 3.9.7   Weight of customs item

| | |
|---|---|
| **Field name:** | **aru_suly** |
| **Mandatory:** | Optional |
| **Data length:** | 1-10 characters |
| **Structure:** | Digits (0-9) |
| **Interpretation:** | Weight of the recurring item. (If there are multiple pieces of a certain type of product, then the total weight of the pieces should be entered.) |

## 3.10. Elements of the documents section (may be recurring):

### 3.9.8   Licence number

| | |
|---|---|
| **Field name:** | **engedely_szama** |
| **Mandatory:** | Optional |
| **Data length:** | 1-100 characters |
| **Structure:** | |
| **Interpretation:** | Identifier of invoice or other documents (an export licence is only required for certain categories of goods) |

### 3.9.9   Document name

| | |
|---|---|
| **Field name:** | **dok_nev** |
| **Mandatory:** | Optional |
| **Data length:** | 1-100 characters |
| **Structure:** | |
| **Interpretation:** | Pre-defined: in the EPL, the name of the document and the type code should be entered in "type code + space + designation" order. |

| Field value |
|---|
| 325 Pro forma invoice |
| 380 Commercial invoice |
| 811 Export permit |
| 861 Certificate of origin |
| 911 Import permit |

# 4.  Appendices

## 4.1. XML Schema Document (XSD)

When receiving posting lists, Magyar Posta will perform a first-level verification of compliance with the set of rules laid down in the XSD included in this point.

We recommend integrating XSD verification into the generating software used for producing electronic posting lists.



**level_ver8_13.xsd**

## 4.2. Defined code values of data fields

### 4.2.1. Available postal service codes (in field *alapszolg*)

| Mail type | Basic service | Destination | Note |
|---|---|---|---|
| Letter, Postcard, picture postcard | A_111_LEV | Domestic, international | weight category 50,500,2000 |
| „M" sack | A_112_NYT | International | |
| Official document | A_15_HIV | Domestic | Indication of K_AJN, K_TEV additional services is mandatory |
| Literature for the blind | A_111_LEV | Domestic, international | Indication in the *vakok_irasa* field |
| Reply letter, Response card | A_161_LEV | Domestic | The basic service code may not be used for ordinary items in the electronic posting list (ordinary reply mail must not be recorded in a posting list). |
| Contractual discounted direct mail (DDM)[3] | A_114_KCR | Domestic | Weight category 50,500 |
| Business letter[4] | A_117_ULV | Domestic | Weight category 50, 500 |
| Business DME[5] | A_114_UDM | Domestic | Weight category 50, 500 |
| Identified letter | A_111_LER | Domestic | Weight category 50, 500, 2000 |
| Contractual discounted identified direct mail (DDM)[4] | A_114_KRK | Domestic | Weight category 50, 500 |
| Identified business letter | A_117_ULR | Domestic | Weight category 50, 500 |
| Identified business DME[5] | A_114_UDR | Domestic | Weight category 50, 500 |

---

[3]In the case of contractual discounted direct mail, the minimum dispatch quantity is 500 pieces regardless of weight category.
[4]May only be dispatched at the OLK
[5]May only be dispatched at the OLK or the Logistics Plants.

| | | | |
|---|---|---|---|
| Letter subject to customs clearance | A_14_LEV | International | Weight category 50, 500, 2000 |
| "M" bag subject to customs clearance | A_14_NYT | International | |
| Global Prime[6] | A_119_PRI | International | Weight category 0-2000 |

[1]In the case of contractual discounted direct mail, the minimum dispatch quantity is 500 pieces regardless of weight category.

[2]May only be dispatched at the OLK

[3]May only be dispatched at the OLK or the Logistics Plants. Minimum number of items per dispatch: 1000.

[4]For discounted identified direct mail by contract, the minimum number of items per dispatch is 500, regardless of weight category.

[5]May only be dispatched at the OLK or the Logistics Plants. Minimum number of items per dispatch: 1000.

[6]A separate EPL is required as it cannot be dispatched with other products on the same EPL.

### 4.2.2. Size codes (in field *meret*):

| Size | Size code | Core features |
|---|---|---|
| Standards | 1* | |
| Other (non-standard) | 0 | |
| postcard | L | |

Completing the field is mandatory if the value is 0 or L

*default value of optional field if the field is not included in the file or in case of empty string (empty string should be avoided)

### 4.2.3. Codes of additional and special services, other distinctive codes (in field *kulonszolgok*):

| additional service | additional service code | additional and special service | additional and special service code |
|---|---|---|---|
| Recommended | K_AJN | Priority | K_PRI |
| Advice of receipt | K_TEV | Delivery to addressee in person[3] | K_SKZ |
| Cash on delivery[3] | K_UVT | Registered | K_REG |
| Extent of processing[2] | K_FEL | Issue of Export Accompanying Document, customs clearing of the item[1] | K_VNY |
| "Amorf" (Amorphous) | K_AMF | Issue of additional sheet for form KKO[1] | K_POT |
| Postal service[4] | K_PSZ | Global service[4] | K_GLO |
| Global – European Union | K_GEU | | |

[1] Only for mail items subject to customs clearance.

2 Items are suitable for machine of processing up to 500 g.

3 Only for domestic destination

4 Technical additional service

Permitted data of ordinary items

| Mail type | Destination / country code | Dimension | Weight category / item weight | additional service |
|---|---|---|---|---|
| Letter , Postcard, picture postcard (A_111_LEV ) | Domestic | Other letter (0) | In breakdown by weight categories (50, 500,) and level of processing | Priority (K_PRI) Processed (K_FEL) |
| " | " | Other letter (0) | In breakdown by weight categories (2000) | Priority (K_PRI) |
| " | " | Other letter (0) | in breakdown by weight categories (50, 500, 2000) | Priority (K_PRI) |
| " | " | Other letter (0) | In breakdown by weight categories (50, 500, 2000) | Priority (K_PRI) |
| Letter (A_111_LEV ) | Domestic | Other letter (0) | In breakdown by weight categories (50, 500, 2000) and level of processing | |
| "M" bag (A_112_NYT ) | European country (K1) or country code | | Weight category (5000) | Priority (K_PRI) |
| | " | | In breakdown for several weight categories | Priority (K_PRI) |
| | Other abroad (K2) or country code | | Weight category (5000) | Priority (K_PRI) |
| " | Other abroad (K2) or country code | | in a breakdown by the other weight categories | Priority (K_PRI) |
| Indication of literature for the blind (A_111_LEV ) *vakok_irasa=1* | Domestic | | Weight category (7000) | Priority (K_PRI) Indication in the *vakok_irasa* field (1) |
| " | European country (K1) | | Weight category (7000) | Priority (K_PRI) |

| | | | | In field *vakok_irasa* (1) |
|---|---|---|---|---|
| or country code | | | | |
| „ | Other abroad (K2) or country code | | Weight category (7000) | Priority (K_PRI) In field *vakok_irasa* (1) |
| Contracted discount direct mail (KDM) (A_114_KCR) | Domestic | Other letter (0) | Weight category (50, 500) | |
| „ | | Other letter (0) | Weight category (50, 500) it has a certificate for automated processing (G) | Processed (K_FEL) |
| Identified Letter (A_111_LER) | Domestic | Other letter (0) | In breakdown by weight categories (50, 500,) and level of processing | Priority (K_PRI) Processed (K_FEL) |
| " | " | Other letter (0) | In breakdown by weight categories (2000) | Priority (K_PRI) |
| Identified Direct Marketing Mail Item (KDM) (A_114_KRK) | Domestic | Other letter (0) | In breakdown by weight categories (50, 500,) and level of processing | Priority (K_PRI) Processed (K_FEL) |
| " | " | Other letter (0) | In breakdown by weight categories (2000) | Priority (K_PRI) |
| Identified business letter (A_117_ULR) | Domestic | | Weight category (50, 500) | |
| Identified business DME (A_114_UDR) | Domestic | | Weight category (50, 500) | |
| Business DME (A_114_UDM) | Domestic | | Weight category 50, 500 | |
| Discounted identified direct mail item by contract | Domestic | Other letter (0) | In a breakdown by weight categories (50, 500) | Priority (K_PRI) Processed (K_FEL) |

| | | | | |
|---|---|---|---|---|
| *(A_114_KRK )* | | | | |
| *"* | | Other letter (0) | In a breakdown by weight categories (2000) | Priority (K_PRI) |
| *Letter subject to customs clearance (A_14_LEV)* | Non-EU country | | In a breakdown by weight categories (50, 500, 2000) | Priority (K_PRI), postal customs agent service (K_VNY), completion of additional sheet (K_POT) |
| *"M" bag subject to customs clearance (A_14_NYT)* | | | ~~Weight category (5000)~~ | ~~Priority (K_PRI), postal customs agent service (K_VNY), completion of additional sheet (K_POT)~~ |
| *"* | ~~Non-EU country~~ | | ~~in a breakdown by the other weight categories~~ | ~~Priority (K_PRI), postal customs agent service (K_VNY), completion of additional sheet (K_POT)~~ |
| *Indication of literature for the blind (A_14_LEV) vakok_irasa=1* | Non-EU country | | Weight category (7000) | Priority (K_PRI), postal customs agent service (K_VNY), completion of additional sheet (K_POT) Indication of literature for the blind (1) |
| Global Prime (A_119_PRI) | EU, non-EU European, other abroad | | Max. 2000 | Prioriry (K_PRI) |

### 4.2.4. Codes of additional and special services to be used with individual item types:

The rules relating to application may be modified in line with the changes made to the services of Magyar Posta, so always prepare your electronic posting list in accordance with the current rules. To this end, you may ask for the latest version of the technical guide!

| Type of item | Letter Postcard, picture postcard (A_111_LEV) | | „M" BAG (A_112_NYT) | Business letter | Official document (A_15_HIV) | Contracted discount direct mail (KDM) (A_114_KCR) | Reply letter Reply postcard (A_161_LEV) |
|---|---|---|---|---|---|---|---|
| V. | B | K | K | B | B | B | B |
| K_AJN | x | x | x | | x | x | x |
| K_TEV | x | x | x | x | x | x | x |
| K_SKZ | | | | | x | | |
| K_UVT | | | | | | | |
| K_PRI | x | x | x | | | | x |
| K_FEL | x | | | | | x | |
| K_VNY | | | | | | | |
| K_POT | | | | | | | |
| K_REG | | | | x | | | |
| K_GLO | | | | | | | |
| K_GEU | | | | | | | |

| Type of item | Literature for the blind (A_111_LEV, Vakok_irasa=1) | | Identified letter (A_111_LER) | Identified direct marketing mail (A_114_KRK) | Identified business letter (A_117_ULR) | Identified business DME (A_114_UDR) | Letter subject to customs clearance (A_14_LEV) | „M" bag subject to customs clearance (A_14_NYT) | Global Prime (A_119_PRI) |
|---|---|---|---|---|---|---|---|---|---|
| V. | B | K | B | B | B | B | K | K | |
| K_AJN | x | x | | | | | x | x | |
| K_TEV | x | x | | | | | x | x | |
| K_SKZ | | | | | | | | | |
| K_UVT | | | | | | | | | |
| K_PRI | | x | x | | | | x | x | x |
| K_FEL | | | x | x | | s | | | |
| K_VNY | | | | | | | x | x | |
| K_POT | | | | | | | x | x | |
| K_GLO | | | | | | | x | | x |
| K_GEU | | | | | | | x | | |

**V:** Destination
**B:** Domestic addressed item
**K:** Item addressed abroad

Registered, with international address (RR…HU): A letter, a postcard, a picture postcard (A_111_LEV), literature for the blind (A_111_LEV, Vakok_irasa=1), an "M" sack, a Global Prime item (ordinary mail item) requires assigning the priority service (K_PRI).

### 4.2.5.   Common use of additional and special services

The part of the table above the highlighted diagonal includes the additional and special service codes that may not be requested together (are exclusive).

Below the diagonal you can find the codes of the additional and special services that are mandatory to be requested together.

| Additional and special service codes | K_AJN | K_TEV | K_SKZ | K_LEZ | K_PRI | K_REG |
|---|---|---|---|---|---|---|
| 1. K_AJN | | | | X | | X |
| 3. K_TEV | v.® | | | | | |

| | | | | | | |
|---|---|---|---|---|---|---|
| 5. K_SKZ | | ® | | | | |
| 9. K_PRI | | | | | | |
| 10. K_REG | | **v.®** | | | | |

+ Except response letters/response cards (A_161_LEV), where K_AJN is to be omitted.

Legend:

**X:** mutually exclusive additional and special services

**v.:** or

**®:** additional service to be used mandatorily with the additional service code in the header

E.g.:

The item is either registered (K_AJN), these codes exclude each other: an "X" appears in the column of the 1st K_AJN row

Return receipt (K_TEV) additional service may only be requested with the Registered mail additional service, or with the K_AJN code: the K_AJN column of the 3rd K_TEV row will contain "v. ®" (except in the case of a reply letter).

For business letters, the return receipt (K_TEV) additional service may only be requested with the K_REG additional service.

### 4.2.6.    Definition of literature for the blind (in field *vakok_irasa*)

| Meaning of code | Code |
|---|---|
| not literature for the blind | **0 *** |
| Literature for the blind | 1 |

*default value of optional field if the field is not included in the file or in case of empty string (empty string should be avoided)

### 4.2.7.    Definition of the consignments' destination (in field *viszonylat*)

Ordinary items only:

| Destination | Code for letter items |
|---|---|
| European country | K1 |
| Other foreign | K2 |

The currently effective classification of the countries is included in the PSZÁSZF Product Pages.

### 4.2.8.    Definition of the consignments' destination (in field *orszagkod*)

48

Country codes of the individual countries are included in the "Country pages" publication.

### 4.2.9. Requirements for the electronic mail address

In the fields cimzett_email and felado_email, the system will accept as an e-mail address character strings satisfying the following conditions:

1. Apart from alphanumerical characters (a-z, 0-9) only the following characters may be included: „." (dot), „_" ('underline'), „-" (hyphen).
2. Character "@" may be used only once, and it may not be the first or the last character.
3. In the series of characters following character "@" there must be at least one "." (dot) character.
4. ".", "_" or "-" may be followed by alphanumeric characters only.

{note: The above conditions can be expressed with the following formula:
"^([a-z0-9]+)([._-]([a-z0-9]+))*[@]([a-z0-9]+)([._-]([a-z0-9]+))*[.]([a-z0-9]){2}([a-z0-9])?$" }

Examples:  jatek@gmail.com , kiss.pista@posta.hu, el_faj-probaver4.0@freemail.hu

### 4.2.10. Requirements for domestic phone numbers

The fields felado_telefon and cimzett_telefon may only contain numeric characters (digits: 0,1,2…9) and "+" (plus) and "-" (hyphen).

1. Only domestic telephone numbers may be given and thus must start by giving +36.
2. The telephone number must always contain the area code and the subscription number.
3. The district number may only consist of one or two digits.
4. The district number may not start with "0" (zero).
5. Between the district number and the subscription number there is a "-" (hyphen) as a separating character.
6. In the case of district numbers consisting of one single digit, the subscription number may consist only of 7 digits.
7. In the case of district numbers consisting of two digits, the subscription number may consist of 6 or 7 digits.

49

Examples: +361-1234567, +3629-123456, +3670-1234567 (district number)

### 4.2.11. Extent of processing (codes interpreted in field *feldolg*):

Optional, it is mandatory if the additional services include K_FEL.

| Extent of processing | Code |
|---|---|
| Suitable for machine processing | G* |

*it may be used in case of having a relevant certificate

## 4.3. Structure of item identifiers

Point 4.3 describes the structures and types of the item identifiers to be stated in the data file and the control character (CDV) generation algorithm, which is for the purpose of filtering out the errors made in the recording of the identification numbers. The item identifiers can only be printed within the scope of an agreement (contract) with Magyar Posta. The following descriptions of item identifiers do not constitute authorization for producing such identifiers.

### 4.3.1. Domestic letter identifiers

| Name: | *Domestic item identifier:* | |
|---|---|---|
| **Data length:** | 16 characters | |
| **Structure:** | **Name:** | **Type** |
| *1-2.* | Item type identifier | Characters (2) |
| *3-6.* | Postcode of accepting postal outlet | Numbers (4) |
| *7-15.* | Individual number | Numbers (9) |
| *16.* | CDV check number | Numbers (1) |

The types of items that can be posted with this identification number

| Type of item | Item type identifier | Actual form of appearance |
|---|---|---|
| Recommended | RL | RL 7201 123456789 5 |
| Registered response item | KR | KR 7201 123456789 5 |
| Business letter | RU | RU 7201 123456789 5 |
| Identified letter | KA | KA 7201 123456789 5 |

CDV checksums should only be generated for the 9 numeric characters of the 'unique identification number' part of the identifier (position 7-15) by using the following algorithm:

- the digits of odd place-value shall be multiplied by 3, going from left to right (1st step),
- the digits of even place-value shall be multiplied by 1, going from left to right (1st step),
- the products must be added up (step 2),
- the result shall be used to perform operation MOD10 (step 3).

For example: 010001234 (Character 7 to 15 of the identifier)

| Step 1: | 0 | 1 | 0 | 0 | 0 | 1 | 2 | 3 | 4 |
|---|---|---|---|---|---|---|---|---|---|
| Logical symbol | x | x | x | x | x | x | x | x | x |
| Multiplier | 3 | 1 | 3 | 1 | 3 | 1 | 3 | 1 | 3 |
| Result | 0 | 1 | 0 | 0 | 0 | 1 | 6 | 3 | 12 |
| Step 2: | 0 | +1 | +0 | +0 | +0 | +1 | +6 | +3 | +12 |
| Total: | 23 | | | | | | | | |
| Step 3: (MOD10) | The remainder obtained during the MOD10 operation made with the multiplication product will be the check number of the identification CDV: Remainder of division 23:10 is = 3 | | | | | | | | |

CDV check number: 3

### 4.3.2. International letter-mail item identifiers:

| Name: | *International letter identifiers:* | |
|---|---|---|
| **Data length:** | 13 characters | |
| **Structure:** | **Name:** | **Type** |
| *1-2.* | Mail type identifier (RR) | With characters (2) |
| *3-10.* | Individual number | Numbers (8) |
| *11.* | CDV check number | Numbers (1) |
| *12-13.* | ISO-2 code of the country of origin (HU) | With characters (2) |

The types of items that can be posted with this identification number:

| Mail type | Item type identifier | Actual form of appearance |
|---|---|---|
| International registered letter | RR | RR 12345678 5 HU |

*The item identifiers of registered letters start with the letters "RR" According to the international postal requirements, there is a large letter "R" on the item next to the barcode identifier. This large letter should be present on the item with the barcode item identifier.

Unique number (3-10.) algorithm for generating the CDV check numbers (for 8 characters):
- the number to be checked should be multiplied by 8, 6, 4, 2, 3, 5, 9, 7 weighting factors,
- the products shall be added up,
- the result must be used to perform MOD 11,
- the remainder shall be extracted from 11, the result is the check digit, except
  - if the remainder = 0, then CDV = 5

- if the remainder = 1, then CDV = 0.

For example: 47312482

| Step 1: | 4 | 7 | 3 | 1 | 2 | 4 | 8 | 2 |
|---|---|---|---|---|---|---|---|---|
| Logical symbol | x | x | x | x | x | x | x | x |
| Multiplier | 8 | 6 | 4 | 2 | 3 | 5 | 9 | 7 |
| Result | 32 | 42 | 12 | 2 | 6 | 20 | 72 | 14 |
| 2. Total: | 200 | | | | | | | |
| Step 3: (MOD11) | 200/11=18 | | Remainder = 2 | | 11-2 | | | 9 |

CDV check digit: 9

### 4.3.3. Mail item identifier for identified letters:

Structure:

| Char. position: | Name: | Type | Value |
|---|---|---|---|
| Position 1-2 | Mail item type identifier | Character | „KA" |
| Position 3-6 | Special customer identifier | Numeric | 4 digits |
| Position 7-15 | Unique number | Numeric | 9 digits |
| Position 16 | CDV check digit | Numeric | 1 digit |

The value of "Mail item type identifier" at position 1-2 of the barcode: KA

At position 16 the mail item identifier contains a CDV check digit in the barcode. The CDV check digit should be generated for the 9 numeric characters in the "Unique number" part of the identifier (position 7 to 15) according to the following algorithm:

– multiply numbers at odd-numbered positions from left to right by 3 (Step 1);
– multiply numbers at even-numbered positions from left to right by 1 (Step 1);
– add up the products (Step 2);
– calculate MOD10 of the result (Step 3).

Example: 123456789 (characters 7–15 of the identifier)

| Step 1 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
|---|---|---|---|---|---|---|---|---|---|
| Sign of multiplication | x | x | x | x | x | x | x | x | x |
| Multiplier | 3 | 1 | 3 | 1 | 3 | 1 | 3 | 1 | 3 |
| Product | 3 | 2 | 9 | 4 | 15 | 6 | 21 | 8 | 27 |
| Step 2 | +3 | +2 | +9 | +4 | +15 | +6 | +21 | +8 | +27 |
| Sum: | =95 | | | | | | | | |
| Step 3 (MOD10) | The remainder of the MOD10 operation on the product will be the CDV check digit of the identifier: | | | | | | | | |

| | |
|---|---|
| | Remainder of 95 divided by 10 = 5 |
| Thus, in our example the CDV check digit is: 5 | |

### 4.3.4. Identifiers for international ordinary letter mail items subject to customs clearance:

| Name: | *International identified letter mail item identifier* | |
|---|---|---|
| Data length: | 13 characters | |
| Structure: | Name: | Type |
| *1-2.* | Mail type identifier (UA) | Character (2) |
| *3-10.* | Individual number | Numerical (8) |
| *11.* | CDV check number | Numerical(1) |
| *12-13.* | ISO-2 code of the country of origin  (HU) | Character (2) |

The types of items that can be posted with this identification number:

| Type of mail item | Mail item type identifier | Actual form of appearance |
|---|---|---|
| • Mail item subject to customs clearance, <br> • "M" bag subject to customs clearance | UA | UA 12345678 5 HU |

Unique number (3-10.) algorithm for generating the CDV check numbers (for 8 characters):

- the number to be checked should be multiplied by 8, 6, 4, 2, 3, 5, 9, 7 weighting factors,
- the products shall be added up,
- the result must be used to perform MOD 11,
- the remainder shall be extracted from 11, the result is the check digit, except
  - if the remainder = 0, then CDV = 5
  - if the remainder = 1, then CDV = 0.

For example: 47312482

| Step 1: | 4 | 7 | 3 | 1 | 2 | 4 | 8 | 2 |
|---|---|---|---|---|---|---|---|---|
| Logical symbol | x | x | x | x | x | x | x | x |
| Multiplier | 8 | 6 | 4 | 2 | 3 | 5 | 9 | 7 |
| Result | 32 | 42 | 12 | 2 | 6 | 20 | 72 | 14 |
| 2. Total: | 200 | | | | | | | |
| Step 3: (MOD11) | 200/11=18 | | Remainder = 2 | | 11-2 | | 9 | |

CDV check digit: 9

### 4.3.5. Structure of the Global Prime letter identifier

| Name: | *International Global Prime item identifier (insured letter)* | **LA** |
|---|---|---|
| **Standard:** | CODE 128 (ISO/IEC 15417 std.) | |
| **Data length:** | 13 characters (UPU S10 standard) | |
| **Structure:** | **Name of element:** | **Type** |
| *1-2.* | Mail type identifier (**"LA"**) | With characters (2) |
| *3-10.* | Individual number | Numbers (8) |
| *11.* | CDV check digit | Numbers (1) |
| *12-13.* | MSZ EN ISO 3166-1 code of the country of origin (**HU**) | With characters (2) |

The CDV check digit in the barcode should be produced in accordance with the UPS S10 standard specifications.

**Algorithm for generating the CDV check digit**

Unique number (3-10.) algorithm for generating the CDV check numbers (for 8 characters):

- the number to be checked should be multiplied by 8, 6, 4, 2, 3, 5, 9, 7 weighting factors,

- the products shall be added up,

- the result must be used to perform MOD 11,

- the remainder shall be extracted from 11, the result is the check digit, except

    - if the remainder = 0, then CDV = 5

    - if the remainder = 1, then CDV = 0.

For example: 47312482 (characters 3 to 10 of the identifier)

| Step 1 | 4 | 7 | 3 | 1 | 2 | 4 | 8 | 2 |
|---|---|---|---|---|---|---|---|---|
| Logical symbol | x | x | x | x | x | x | x | x |
| Multiplier | 8 | 6 | 4 | 2 | 3 | 5 | 9 | 7 |
| Result | 32 | 42 | 12 | 2 | 6 | 20 | 72 | 14 |
| Step 2 | 32 | +42 | +12 | +2 | +6 | +20 | +72 | +14 |
| Total: | 200 | | | | | | | |
| Step 3 (MOD11) | 200/11=18 | | Remainder = 2 | | 11-2 | | 9 | |

CDV check digit: 9