



GLW-CUV

CUV Wagon Note Manual of 1st July 2006

Amendment 4 dated 1st October 2009

This amendment contains:

- the new page 5,
- the new page 6 of Appendix 1.

This amendment contains the modifications approved by the CIM Committee of 20 July 2009 by correspondence.

The changes are marked in the margin.

1 Purpose of the manual

This manual contains the instructions for the use of the wagon note and other documents used in the movement of empty wagons as means of transport (see GCU Article 14.2).

2 Scope

Except where otherwise agreed, this manual applies to consignments subject to a GCU contract between the keeper and a user railway undertaking.

If a wagon is subject to customs formalities, it must be consigned as goods. It is therefore subject to the CIM Uniform Rules (see Article 24 CIM). A wagon is subject to customs formalities when it crosses a customs frontier and in particular

- before and after being leased
- to be cleaned and after being cleaned
- to be repaired and after repair
- to be overhauled and after overhaul
- to be rebuilt and after rebuilding
- on purchase or on sale
- en route to being scrapped.

Except where they conflict with the CIM Uniform Rules, the provisions of the GCU continue to apply to the wagon.

A wagon may nevertheless be returned as a means of transport (NHM 9921.10 - 9921.40 or 9922.10 - 9922.40) in the cases identified in paragraph 2 above, (returning from a loaded journey in particular) after having been used as a means of transport in accordance with the implementing provisions for the Community Customs Code or in accordance with the national customs law in question:

- if the wagon was used as a means of transport in a third country, if it is admitted to free circulation in an EU Member State and if is being returned to an EU Member State, or
- if the wagon was used as a means of transport in an EU Member State, if it is admitted to free circulation in a third country and if is being returned to that third country.

B. Common provisions for paper and electronic wagon notes

3 Content of the wagon note

Appendix 1 contains the explanatory notes on the content of the wagon note.

A wagon note form is available on www.cit-rail.org to download, complete, print-out and send electronically.

4 Payment of charges

4.1 List of charges

Appendix 2 contains a list of the main charges for services linked to haulage and ancillary charges.

4.2 Instructions for the payment of charges

Except where otherwise agreed, charges are to be paid by the consignor to the forwarding user railway undertaking or by the consignee to the destination user railway undertaking in accordance with the instructions below.

Instruction	Meaning
a) Carriage charges paid, as appropriate up to X	Consignor pays haulage charges, as appropriate up to X (where X is a tariff break point).
b) Carriage charges including ..., as appropriate up to X	Consignor pays haulage charges plus the ancillary charges shown, as appropriate to X (where X is a tariff break point).
c) EXW [EX Works]	All charges paid by the consignee.

Where there are no instructions for the payment of charges on the wagon note, an incompatibility with other information on the wagon note or a risk of confusion, the attention of the consignor is to be drawn to the irregularity. If he neither completes nor rectifies the wagon note or cannot be contacted, all charges are to be paid by the consignor.

4.3 Charges note

If the total of the charges to be accepted by the consignor cannot be determined exactly when the wagon is accepted, these charges are to be entered on a charges note complying with the specimen shown in *Appendix 4*. This document is to form the basis of the settlement with the consignor, at the latest thirty days after the expiry of the transit period.

When the charges note is produced by means of a computer printout, the following conditions must be respected:

- colour of print: as in the specimen or black,
- content: no departure from the specimen,
- paper size and layout: depart as little as possible from the specimen,
- paper: suitable for the printer being used.

The charges note is to be transmitted in an appropriate written form. Electronic methods such as the internet or e-mail are to be preferred to allow the flow of information to be speeded up. With this in mind, a charges note form to download, complete, print-out and send electronically is available on www.cit-rail.org.

Box no.	Status of information	Information	Access rights		
			Read	Write	Amend
19	C	Sectional invoicing: If part or all of the journey is to be invoiced separately by a user railway undertaking other than the forwarding or destination user railway undertaking, enter the code for the user railway undertaking or the country code in the left-hand column to indicate the section to be invoiced; enter the code for the user railway undertaking which is to invoice the amount in question in the right-hand column.	- Railway undertaking - Consignee	- Consignor	
20	C	Payment instructions: Instructions for the payment of charges in accordance with point 4.2 of this manual. Absence of instructions is to mean that charges will be paid by the consignor.	- Railway undertaking - Consignee	- Consignor	
21	M C C C C	Description of the goods: Enter in order - the painted number(s) of the wagon(s) - for empty uncleaned wagons containing the residue of dangerous goods, the description required by the RID - the number of axles - the tare - the length over buffers decimetres Note: a customs transit procedure is not necessary for empty wagons consigned as means of transport.	- Railway undertaking - Consignee	- Consignor	
22	C	Exceptional consignment: A cross must be put in this box when the provisions for the international carriage of exceptional consignments provide for such an indication.	- Consignee	- Consignor	- Railway undertaking (by agreement with the consignor)
23	C	RID: A cross must be put in this box when the consignment is subject to the RID.	- Consignee	- Consignor	- Railway undertaking (by agreement with the consignor)
24	M	NHM code	- Consignee	- Consignor	- Railway undertaking (amendment after checking)
25		Mass [weight]: Not applicable to the wagon note.			
26		Declaration of value: Not applicable to the wagon note.			
27		Interest in delivery: Not applicable to the wagon note.			
28		Cash on delivery: Not applicable to the wagon note.			
29	M	Place and date completed: Place and date (year, month, day) at which the wagon note was made out.	- Consignee	- Consignor	- Railway undertaking (by agreement with the consignor)

Box no.	Status of information	Information	Access rights		
			Read	Write	Amend
30	M	<p>Description of the document: Mark the CUV box with a cross when an empty wagon is consigned as a means of transport (the document is used as a CIM wagon note when a consignment consists of the goods and the wagon or when an empty wagon is consigned as goods – also see point 2 para. 3 of this manual). If wagons and goods subject to the CIM are consigned together with empty wagons moving as means of transport under the CUV, then at least the «CIM» box must be crossed on the consignment note. The following remark must be made in box 21: This CIM consignment note takes effect as a CUV consignment note for those wagons marked with NHM code 9921.xx or 9922.xx on the «CUV wagon list».</p> <p>Reference clauses: (on the left of box 30): these clauses are pre-printed on the paper wagon note and stored in the electronic wagon note.</p>	<ul style="list-style-type: none"> - Railway undertaking - Consignee 	- Consignor	

Box no.	Status of information	Information	Access rights		
			Read	Write	Amend
40	O	Coding box 1: 6 character box to be used by the forwarding user railway undertaking. If necessary, a train number may be entered.	<ul style="list-style-type: none"> - Consignor - Consignee 		- Railway undertaking
41	O	Coding box 2: 4 character box to be used by the forwarding user railway undertaking.			- Railway undertaking
42	O	Coding box 3: 4 character box to be used by the forwarding user railway undertaking.			- Railway undertaking
43	O	Coding box 4: 4 character box to be used by the forwarding user railway undertaking.			- Railway undertaking
44	O	Coding box 5: 6 character box to be used by the destination user railway undertaking. If necessary, a train number may be entered.	<ul style="list-style-type: none"> - Consignor - Consignee 		- Railway undertaking
45	O	Coding box 6: 4 character box to be used by the destination user railway undertaking.			- Railway undertaking
46	O	Coding box 7: 4 character box to be used by the destination user railway undertaking.			- Railway undertaking
47	O	Coding box 8: 4 character box to be used by the destination user railway undertaking.			- Railway undertaking
48		Examination: Not applicable to the wagon note.			