

Intent statement for the operation of postal services under the simple declaration regime

Name and surname or corporate name:
Address / registered office:
Trade register number:
Phone and fax number:
Website:
Legal representative: Email:
Name and surname of the designated contact person:
Phone and fax number of the designated contact person:
Email of the designated contact person:

**To the Director-General of the Regulatory Authority of Post and Electronic Communication
(ARPCE)**

Subject: Intent statement.

Attachments:

- Commitment letter;
- Technical data sheet;

I, the undersigned, Ms/Mr, legal representative of the company, with its registered office at, declare my intention to operate domestic postal services under the simple declaration regime for the collection, conveyance and delivery of letters and/or parcels exceeding 50 grams.

We intend, in the first instance, to establish points of presence in the following wilayas (provinces):

Wilaya (province)	Points of presence	Address

The deployment of points of presence may subsequently be extended to other wilayas in the country, depending on available capacities and resources. The Regulatory Authority shall be informed immediately thereof.

Attached to this intent statement are the letter of commitment to comply with the conditions for operating postal services under the simple declaration regime, as laid down by the Regulatory Authority, and the technical data sheet detailing, in particular, the service to be provided and the geographical coverage

Done at: On:

Signature and stamp of the legal representative

NB: This statement applies to both natural persons and legal entities.

LETTER OF COMMITMENT

I, the undersigned, Mr/Ms
born on: at residing at:
acting in my capacity as of the company
.....

....., registered in the Trade Registre under number:
.....

hereby undertake to comply with the legislation and regulations in force, the
decisions of the Regulatory Authority, as well as the conditions for operating and
providing postal services under the simple declaration regime, as annexed to
Decision 56/PC/ARPCE/2025 of 25 December 2025.

Done at: on:

Signature and stamp of the legal representative

TECHNICAL SPECIFICATIONS

1. Details of the service to be operated (*):

1.1 Nature of the service to be operated:

Domestic accelerated mail, weight exceeding 50 grams	Domestic standard mail, weight exceeding 50 grams	Postal parcels

(*) Tick (X) in the appropriate boxes corresponding to the services to be operated

1.2 Means of collection, conveyance and distribution:

Means	Designation	Number
Vehicles		
Motorcycles		
Others (specify)		

1.3 Infrastructures:

Infrastructures	Number	Address
Points of presence		
Sorting centres		
others (specify)		

1.4 Opening hours:

Opening days	Timetable	
	Morning	from: to:
	Afternoon	from: to:

1.5 Conveyance and delivery times

Intra-wilaya	Inter-Wilaya				
	(1) -(2)	(1) -(2)	(1) -(2)	(1) -(2)	(1) -(2)
D +...	D +...	D +...	D +...	D +...	D +...

(1). dispatch wilaya, (2) destination wilaya (to fill in).

1.6 Details of Staff:

Commercial staff	Administrative staff	Drivers	Messengers	others (specify)

2. Geographic coverage:

Wilayas	
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3. Fees to be charged to users (by service specified in point 1.1.):

Designation of the service	Intra-wilaya	Inter-Wilaya				
		(1) -(2)	(1) -(2)	(1) -(2)	(1) -(2)	(1) -(2)
...						
...						
...						

(1). Dispatch wilaya, (2) destination wilaya (to fill in).

4. Funding: (specify the project's funding method).

Done at..... on:

Signature and stamp of the legal representative