

ANNEX 3

Model of Control Document for occasional services exempted from authorisation

(green-coloured paper: DIN A4 + 29.7 x 21 cm)

(Front cover - recto)

(To be worded in the official language(s) or one of the official languages
of the Contracting Party where the transport operator is established)

State in which the control document is issued
- Distinguishing sign of the country -¹

Competent authority or duly authorised
agency

Book No

INTERBUS

BOOK OF PASSENGER WAYBILLS

For the international carriage of passengers by road by means of occasional coach and bus services established pursuant to:

- Articles 6 and 10 of the Agreement on the International Occasional Carriage of Passengers by Coach and Bus - INTERBUS Agreement.

Name or trade name of the transport operator :
.....

Address :
.....

.....
(Place and issue of book)

.....
(Signature and stamp of the authority issuing the book)

¹ Belgium (B), Denmark (DK), Germany (D), Greece (GR), Spain (E), France (F), Ireland (IRL), Italy (I), Luxembourg (L), Netherlands (NL), Portugal (P), United Kingdom (UK), Finland (FIN), Austria (A), Sweden (S), Bulgaria (BG), Czech Republic (CZ), Estonia (EST), Hungary (H), Lithuania (LT), Latvia (LV), Poland (PL), Romania (RO), Slovak Republic (SK), Slovenia (SLO) to be completed .

(Flyleaf of the book of waybills - recto)

(To be worded in the official language(s) or one of the official languages of the Contracting Party where the transport operator is established)

IMPORTANT NOTICE

1. Services covered by the INTERBUS Agreement are the following:

- 1) International carriage of passengers of any nationality, by road by means of occasional services :
 - between the territories of two Contracting Parties, or starting and finishing in the territory of the same Contracting Party, and should the need arise during such service, in transit through the territory of another Contracting Party or through the territory of a non-Contracting State;
 - carried out by transport operators for hire or reward established in a Contracting Party in accordance with its law and holding a licence to undertake carriage by means of international occasional services by coach and bus;
 - using buses and coaches registered in the territory of the Contracting Party where the transport operator is established which by virtue of their construction and their equipment, are suitable for carrying more than nine persons, including the driver, and are intended for that purpose.
- 2) Unladen journeys of the buses and coaches concerned with these services.
- 3) For the purposes of the INTERBUS Agreement, the term 'territory of a Contracting Party' covers, as far as the European Community is concerned, those territories where the Treaty establishing that Community is applied and under the conditions laid down in that Treaty.
- 4) The possibility to operate national occasional services in a Contracting Party by operators established in another Contracting Party is excluded from the scope of the INTERBUS Agreement.
- 5) The use of buses and coaches designed to carry passengers, for the transport of goods for commercial purposes is excluded from the scope of this Agreement.
- 6) the INTERBUS Agreement does not concern own account occasional services.

2. International occasional Services exempted from authorisation on the territory of any Contracting Party other than that in which the transport operator is established under the terms of Article 6 of the INTERBUS Agreement are the following:

1. **Closed-door tours**, that is to say services whereby the same bus or coach is used to carry the same group of passengers throughout the journey and to bring them back to the place of departure. The place of departure is in the territory of the Contracting Party in which the transport operator is established.
2. **Services which make the outward journey laden and the return journey unladen**. The place of departure is in the territory of the Contracting Party in which the transport operator is established.
3. **Services during which the outward journey is made unladen** and all the passengers are taken up in the same place, provided that one of the following conditions is met:
 - a) passengers constitute groups, on the territory of a non-Contracting Party or a Contracting Party other than that in which the transport operator is established or that where the passengers are taken up, that have been formed under contracts of carriage made before their arrival in the territory of the latter Contracting Party. Passengers are carried on the territory of the Contracting Party in which the transport operator is established.
 - b) passengers have been previously brought, by the same transport operator in the circumstances provided for under point 2, into the territory of the Contracting Party where they are taken up again and carried into the territory of the Contracting Party in which the transport operator is established.
 - c) passengers have been invited to travel into the territory of another Contracting Party, the cost of transport being borne by the person issuing the invitation. Such passengers must constitute a homogeneous group, which has not been formed solely with a view to undertaking that particular journey and which is brought into the territory of the Contracting Party in which the transport operator is established.
4. **transit operations** through Contracting Parties in conjunction with occasional services that are exempted from authorisation shall also be exempted from authorisation.
5. Unladen buses and coaches to be used exclusively for the replacement of a damaged or broken down bus or coach, performing an international service covered by this Agreement shall also be exempted from authorisation.

For services provided by transport operators established within the European Community, the points of departure and/or destination of the services can be in any Member State of the European Community, independently of the Member State in which the bus or coach is registered or the Contracting Party in which the transport operator is established.

3. Conditions applicable to buses and coaches

Buses and coaches used to carry out international occasional services covered by the INTERBUS Agreement shall comply with the technical standards according to Article 5 and Annex 2 of such Agreement

4. Information concerning the completion of the waybill.

1. For each journey carried out as an occasional service the transport operator must complete a passenger waybill in duplicate, before the start of the journey.

For the purpose of providing the names of passengers, the transport operator may use a list previously completed on a separate sheet, which shall be annexed to the passenger waybill. The transport operator's stamp or, where appropriate, the transport operator's signature or that of the driver of the vehicle must be placed both on the list and on the passenger waybill.

For services where the outward journey is made unladen, the list of passengers may be completed as provided above at the time when the passengers are taken up.

The top copy of the passenger waybill must be kept on board the bus or coach throughout the journey and be produced whenever required by any authorised inspecting officer.

2. For services where the outward journey is made unladen, referred to in point 4C of the waybill, the transport operator must attach the following supporting documents to the passenger control document.

- in cases mentioned under 4 C1: the copy of the contract of carriage in so far as some countries require it, or any other equivalent document which establishes the essential data of this contract (especially place, country and date of conclusion, place, country and date when passengers are taken up, place and country of destination);
- in the case of services falling within 4 C2 : the passenger waybill which accompanied the bus or coach during the corresponding journey made by the transport operator outward laden/return unladen in order to bring the passengers into the territory of the Contracting Party where they are taken up again;
- in the case of services falling within 4 C3 : the letter of invitation from the person issuing the invitation or a photocopy thereof.

3. In the course of occasional services no passenger may be taken up or set down during the journey, save for exemption authorised by the competent authorities. In that case an authorisation is needed.
4. The transport operator is responsible for seeing that passenger waybills are duly and correctly completed. They shall be completed in block letters and in indelible ink.
5. The book of waybills is not transferable.