



MANUAL

CUSTOMER WITHOUT AN ACCOUNT (login as a GUEST)

WEB LABELING DOMESTICALLY

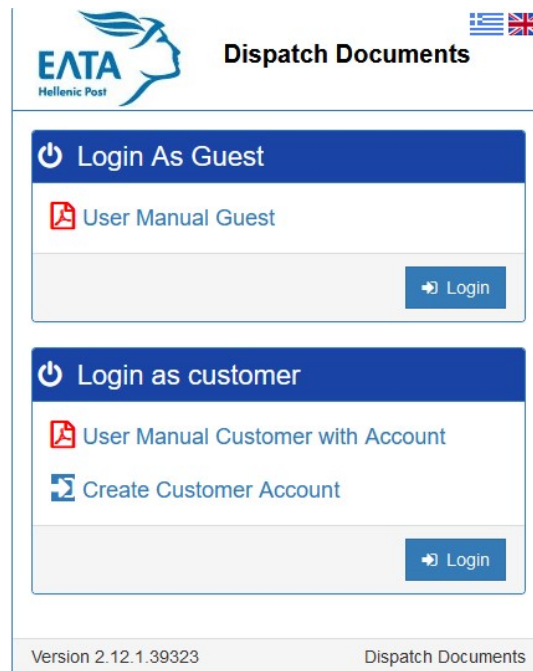
2023

LOGIN TO THE APP

Login to the app takes place through the ELTA website → Private Parties → Mail & Parcels → WEB LABELING DOMESTICALLY

The application has the same menu in the Greek and the English language.

In order to log in to the app “as a Guest”, namely as a Customer without an Account, we click on the ‘Enter’ field, on the ‘Login as a Guest’ menu.



On the screen that appears, we enter a (valid) email with which we wish to log in. This email will automatically appear on the screen with the Sender’s data.

We click on the fields ‘I am not a robot’ and ‘I agree with the Terms of Use’ and then we press ‘Next’.

ELTA SA collects and further processes your personal data in accordance with national and EU legislation on personal data protection and specifically in accordance with the General Data Protection Regulation (EU) 2016/679 (GDPR) and Law 4624/2019. For more information regarding the protection of your personal data, please read the [Information Note on the Protection of Personal Data](#). In any case, you can contact the Data Protection Officer at dpo@elta-net.gr.

I declare that I have read and accept the [Terms of Use](#) and that I have read the [Information Note on the Protection of Personal Data](#) of ELTA S.A.

CREATING A LABEL

On the initial screen, we select 'Creation' on the main menu and then we start to enter the necessary data in order to print out the label for domestic items.

On the '**Service**' field, we select one of the available services from the scroll bar.

For domestic items, the available labels through WL are as follows:

1st Priority Registered Letter, 2nd Priority Registered Letter, 1st Priority Tracking, 2nd Priority Tracking, Parcel, 1st Priority with Declared Value, 1st Priority with Delivery to a Co-Tenant, and 2nd Priority with Delivery to a Co-Tenant.

We select e.g. the service '511-1st PRIORITY REGISTERED LETTER' and we press '**Next**'.

A screen with the **Sender's Data** appears, where we enter the sender's data. The 'Email' field appears already filled in with the email we have declared when entering as a Guest.

Filling in the fields highlighted with a **red** frame is obligatory, and they must be mandatorily filled in order to create a label. In the fields without the red frame, we can optionally fill in the respective sender's information.

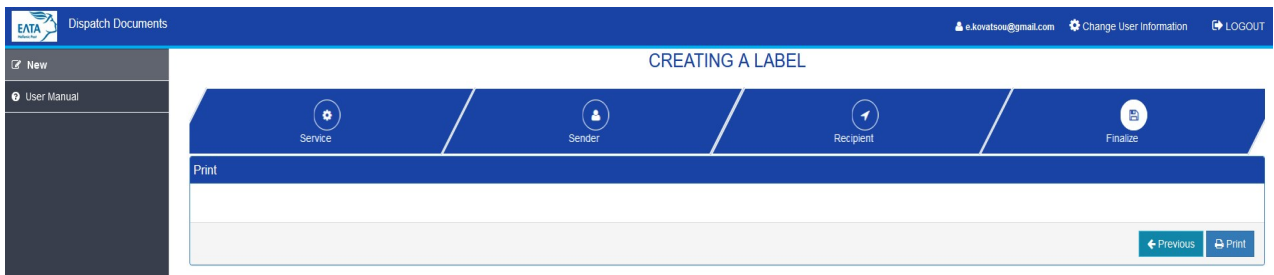
Then, we press **'Next'** to move to the next stage.

A screen with the **Recipient's Data** appears, where we enter the recipient's data. Filling in the fields highlighted with a **red** frame is obligatory, and they must be mandatorily filled in order to create a label. In the fields without the red frame, we can optionally fill in the respective recipient's information. Initially, depending on the service we have selected, we must click on the 'Delivery by' field, so as to systemically register the delivery method to be applied for the post item.

Specifically for the 'Registered Letter' service, we click on the 'Distribution' option, before we proceed to filling in the remaining fields. Then, we enter the Recipient's data in the mandatory fields on the screen. After we enter the 'Postal Code' for the recipient's address, the screen shows the information for the Destination Office, where the further management/handling of the post item will take place.

Note: If we wish to enter more information for the recipient (which will also be printed on the label), we fill in the fields 'Comments' ή 'Reference'.

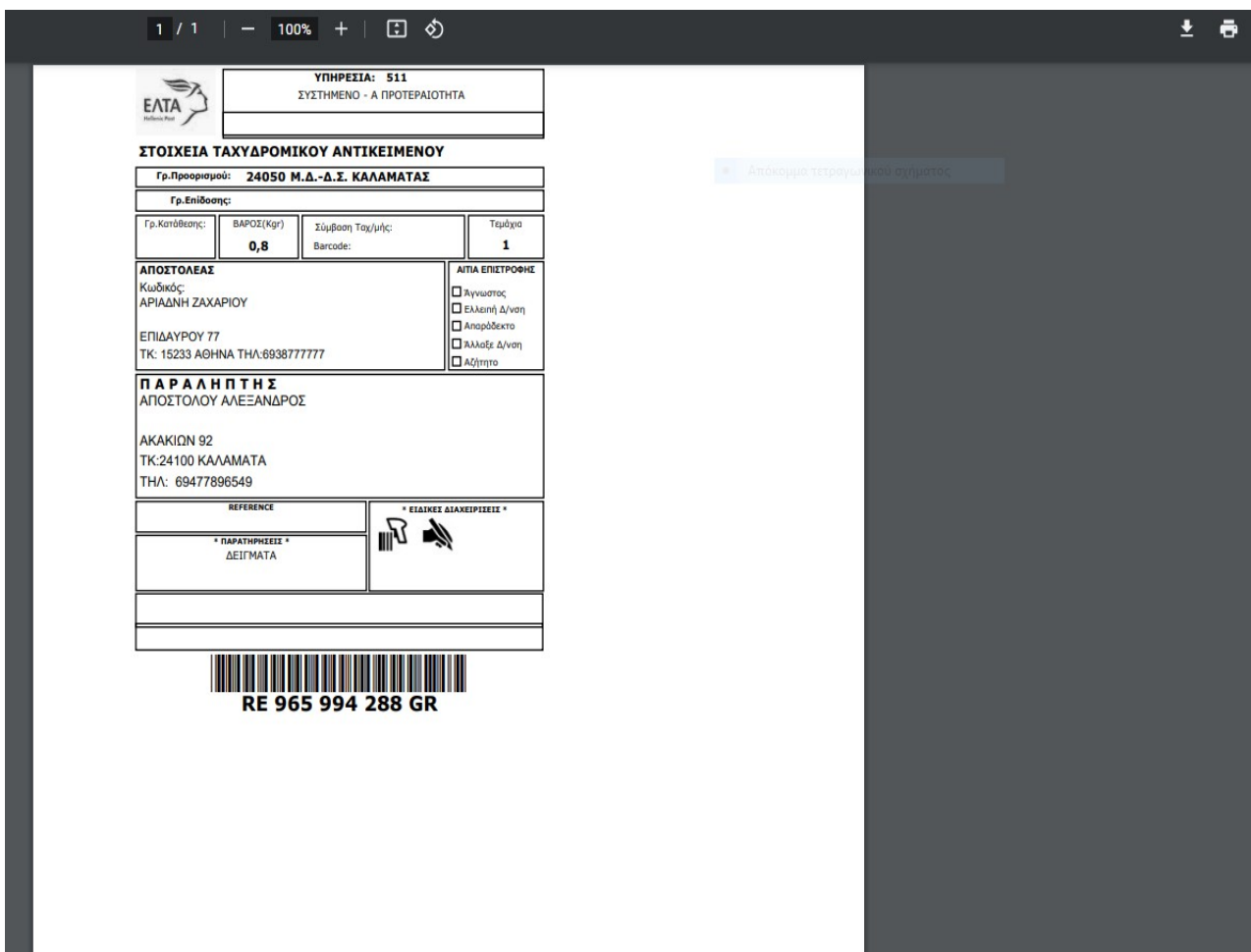
We press **'Next'** in order to move to the next stage, where the **Print** screen appears.



In case there is some mistake and you need to correct the data entered, click on **'Previous'** to return to the previous stage of the app and make the necessary corrections.

If all the data for the creation of a label have been correctly entered, we click on **'Print'** on the same screen, in order to generate the final printout with the Service's Barcode.

The label preview appears, where we click on the **'Print'** icon (top right on the screen). We open the downloaded file and a preview of the label appears, in A6 form (top left corner of the A4 page). We press **'Print'**.



The final label for the post item is printed, with the service barcode **RE...GR**.



ΥΠΗΡΕΣΙΑ: 511
ΣΥΣΤΗΜΕΝΟ - Α ΠΡΟΤΕΡΑΙΟΤΗΤΑ

ΣΤΟΙΧΕΙΑ ΤΑΧΥΔΡΟΜΙΚΟΥ ΑΝΤΙΚΕΙΜΕΝΟΥ

Γρ.Προορισμού: 24050 Μ.Δ.-Δ.Σ. ΚΑΛΑΜΑΤΑΣ			
Γρ.Επίδοσης:			
Γρ.Κατάθεσης:	ΒΑΡΟΣ(Kgr) 0,8	Σύμβαση Ταχ/μής: Barcode:	Τεμάχια 1
ΑΠΟΣΤΟΛΕΑΣ Κωδικός: ΑΡΙΑΔΝΗ ΖΑΧΑΡΙΟΥ ΕΠΙΔΑΥΡΟΥ 77 ΤΚ: 15233 ΑΘΗΝΑ ΤΗΛ:6938777777		ΑΙΤΙΑ ΕΠΙΣΤΡΟΦΗΣ <input type="checkbox"/> Άγνωστος <input type="checkbox"/> Ελλειπή Δ/νση <input type="checkbox"/> Απαράδεκτο <input type="checkbox"/> Άλλαξε Δ/νση <input type="checkbox"/> Αζήτητα	
ΠΑΡΑΛΗΠΤΗΣ ΑΠΟΣΤΟΛΟΥ ΑΛΕΞΑΝΔΡΟΣ ΑΚΑΚΙΩΝ 92 ΤΚ:24100 ΚΑΛΑΜΑΤΑ ΤΗΛ: 69477896549			
REFERENCE	* ΕΙΔΙΚΕΣ ΔΙΑΧΕΙΡΙΣΕΙΣ *		
* ΠΑΡΑΤΗΡΗΣΕΙΣ * ΔΕΙΓΜΑΤΑ			



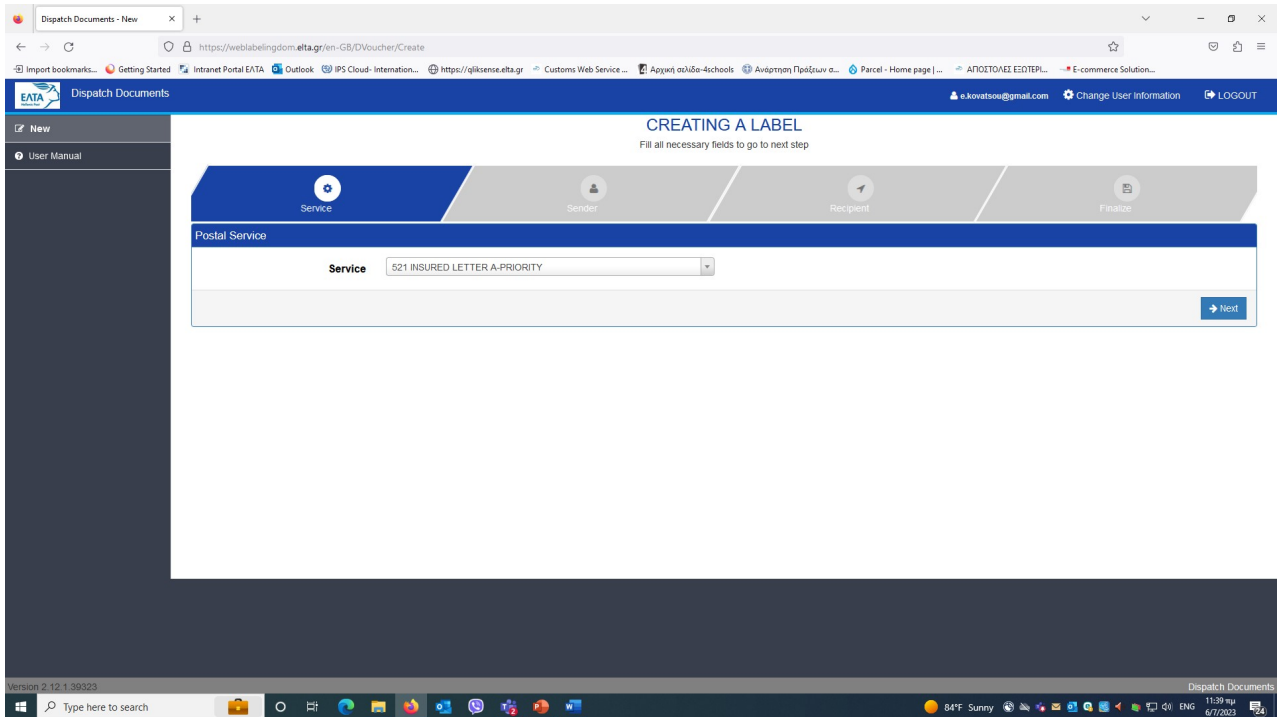
RE 965 994 288 GR

The label contains the full data for the Sender and the Recipient, the relevant signs specifying the features of the service, the barcode for the service, any comments or other remarks entered, as well as other service indications.

CREATING A LABEL WITH DECLARED VALUE

On the initial screen, we select 'Creation' on the main menu and then we start to enter the necessary data in order to print out the label.

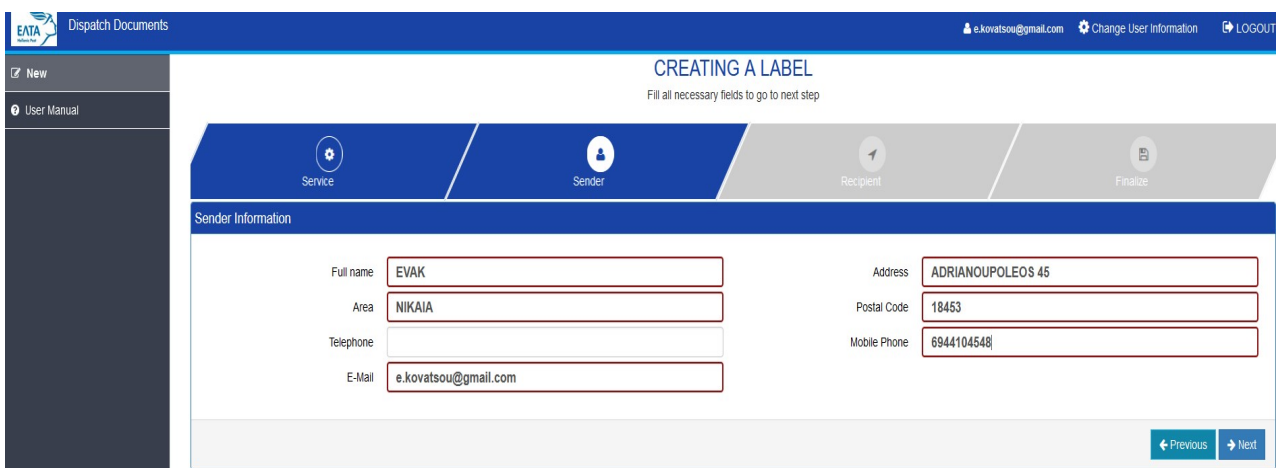
On the '**Service**' field, we select the service '521-INSURED LETTER A- PRIORITY' from the scroll bar, and then we press '**Next**'.



The screenshot shows a web browser window with the URL <https://weblabelingdom.elta.gr/en-GB/DVoucher/Create>. The page title is "Dispatch Documents" and the user is logged in as "e.kovatsou@gmail.com". The main heading is "CREATING A LABEL" with the instruction "Fill all necessary fields to go to next step". The "Service" field is highlighted with a red border and contains the text "521 INSURED LETTER A-PRIORITY". A "Next" button is located at the bottom right of the form.

A screen with the **Sender's Data** appears, where we enter the sender's data. The 'Email' field appears already filled in with the email we have declared when entering as a Guest.

Filling in the fields highlighted with a **red** frame is obligatory, and they must be mandatorily filled in order to create a label. In the fields without the red frame, we can optionally fill in the respective sender's information.



The screenshot shows the "Sender Information" form. The "Service" field is selected. The "Sender" field is highlighted with a red border. The "Full name" field contains "EVAK", "Area" contains "NIKAIA", "Address" contains "ADRIANOUPOLEOS 45", "Postal Code" contains "18453", and "Mobile Phone" contains "6944104548". The "E-Mail" field is pre-filled with "e.kovatsou@gmail.com". A "Previous" button is on the left and a "Next" button is on the right of the form.

Then, we press '**Next**' to move to the next stage.

A screen with the **Recipient's Data** appears, where we enter the recipient's data. Filling in the fields highlighted with a **red** frame is obligatory, and they must be mandatorily filled in order to create a label.

In the fields without the red frame, we can optionally fill in the respective recipient's information. Initially, depending on the service we have selected, we must click on the '**Delivery by**' field, so as to systemically

register the delivery method to be applied for the post item.

Then, we enter the Recipient's data in the mandatory fields on the screen.

After we enter the 'Postal Code' for the recipient's address, the screen shows the information for the Destination Office, where the further management/handling of the post item will take place.

Recipient Details

Delivery Option Counter Delivery Unit

Office of Destination: ΚΑΛΙΣΑΡΙΑΝΗΣ (ΚΕΝΤΡΙΚΑ) - ΕΑΤΑ (16070)
Delivery Option From: ΚΑΛΙΣΑΡΙΑΝΗΣ (ΚΕΝΤΡΙΚΑ) - ΕΑΤΑ (16070)

Full name: MELINA MAY

Address: SOUTSOU 5

Area: ATHENS

Postal Code: 16070

Telephone:

Mobile Phone: 6987745885

E-Mail:

Quantity: 1 Weight (in Kg): 2 Volume Weight (H * W * D - in cm): x x

COD (in €): 0 Insured Value (in €): Special Services:

This field is required.

Comments: Reference:

← Previous Next →

Note: In order to create a label with Declared Value, we must enter the amount of the 'Insured Value (in €)' in the respective field. In this way, the information concerning the Insured Value of the domestic post item will be entered on the system, but it will NOT be printed on the label.

However, it is mandatory to fill in the specific field in order to print the label with a Declared Value, otherwise the following message appears:

Insured Value (In €)
This field is required.

If we wish to enter more information for the recipient (which will also be printed on the label), we fill in the fields 'Comments' ή 'Reference'.

Then, we press 'Next' in order to move to the next stage, where the Print screen appears.

In case there is some mistake and you need to correct the data entered, click on 'Previous' to return to the previous stage of the app and make the necessary corrections.

If all the data for the creation of a label have been correctly entered, we click on 'Print' on the same screen, in order to generate the final printout with the Service's Barcode.

Dispatch Documents

e.kovatsou@gmail.com Change User Information LOGOUT





CREATING A LABEL


Service Sender Recipient Finalize

Print

← Previous Print

The label preview appears, where we click on the 'Print' icon (top right on the screen). We open the downloaded file and a preview of the label appears, in A6 form (top left corner of the A4 page). We press 'Print'.

1 / 1 | - 100% + |    



ΥΠΗΡΕΣΙΑ: 521
Α ΠΡΟΤΕΡΑΙΟΤΗΤΑ ΜΕ ΔΗΛ. ΑΞΙΑ

ΣΤΟΙΧΕΙΑ ΤΑΧΥΔΡΟΜΙΚΟΥ ΑΝΤΙΚΕΙΜΕΝΟΥ

Γρ. Προορισμού: **11102 ΓΑΛΑΤΣΙΟΥ**




Γρ. Επίδοσης:


Γρ. Κατάβασης:	ΒΑΡΟΣ(Kgr) 1,5	Σύμβαση Ταχυ/μής: Barcode:	Τμήμα 1
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<p>ΑΠΟΣΤΟΛΕΑΣ Κωδικός: ΑΡΙΑΔΗΝΗ ΖΑΧΑΡΙΟΥ</p> <p>ΕΠΙΔΑΥΡΟΥ 77 ΤΚ: 15233 ΑΘΗΝΑ ΤΗΛ: 6938777777</p>	<p>ΑΠΑ ΕΠΙΤΡΟΦΗΣ</p> <p><input type="checkbox"/> Ληγιστος</p> <p><input type="checkbox"/> Ελλιπή Δ/ση</p> <p><input type="checkbox"/> Απαρόδεκτο</p> <p><input type="checkbox"/> Άλλοτε Δ/ση</p> <p><input type="checkbox"/> Αόριστο</p>
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ΠΑΡΑΛΗΠΤΗΣ
ΝΙΚΗΦΟΡΟΣ ΑΠΟΣΤΟΛΑΚΗΣ

ΑΓΙΑΣ ΛΑΥΡΑΣ 12
ΤΚ: 11147 ΑΘΗΝΑ
ΤΗΛ: 6977788888

REFERENCE	* ΕΙΔΙΚΕΣ ΔΙΑΧΕΙΡΙΣΕΙΣ *
* ΠΑΡΑΤΗΡΗΣΕΙΣ *	 
ΕΞΑΡΤΗΜΑ	



VR 206 400 378 GR

Αποκομμή τετραγώνου σχήματος

The final label for the post item with Declared Value with is printed, with the service barcode VR...GR.



ΥΠΗΡΕΣΙΑ: 521
Α ΠΡΟΤΕΡΑΙΟΤΗΤΑ ΜΕ ΔΗΛ. ΑΞΙΑ

ΣΤΟΙΧΕΙΑ ΤΑΧΥΔΡΟΜΙΚΟΥ ΑΝΤΙΚΕΙΜΕΝΟΥ

Γρ. Προορισμού: 11102 ΓΑΛΑΤΣΙΟΥ			
Γρ. Επιδόσης:			
Γρ. Κατόθεσης:	ΒΑΡΟΣ(Kgr) 1,5	Σύμβαση Ταχ/μής: Barcode:	Τεμάχια 1
ΑΠΟΣΤΟΛΕΑΣ Κωδικός: ΑΡΙΑΔΝΗ ΖΑΧΑΡΙΟΥ ΕΠΙΔΑΥΡΟΥ 77 ΤΚ: 15233 ΑΘΗΝΑ ΤΗΛ:6938777777		ΑΙΤΙΑ ΕΠΙΣΤΡΟΦΗΣ <input type="checkbox"/> Άγνωστος <input type="checkbox"/> Ελλειπή Δ/νση <input type="checkbox"/> Απαράδεκτο <input type="checkbox"/> Άλλαξε Δ/νση <input type="checkbox"/> Αζήτητο	
ΠΑΡΑΛΗΠΤΗΣ ΝΙΚΗΦΟΡΟΣ ΑΠΟΣΤΟΛΑΚΗΣ ΑΓΙΑΣ ΛΑΥΡΑΣ 12 ΤΚ:11147 ΑΘΗΝΑ ΤΗΛ: 6977788888			
REFERENCE	* ΕΙΔΙΚΕΣ ΔΙΑΧΕΙΡΙΣΕΙΣ * 		
* ΠΑΡΑΤΗΡΗΣΕΙΣ * ΕΞΑΡΤΗΜΑ			

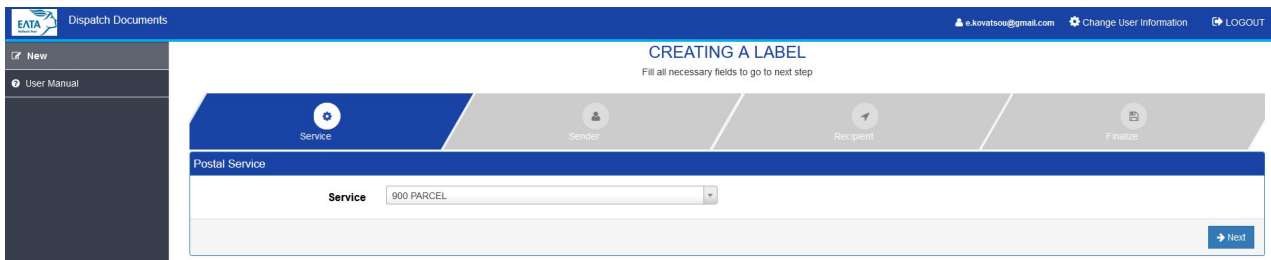


VR 206 400 378 GR

The label contains the full data for the Sender and the Recipient, the relevant signs specifying the features of the service, the barcode for the service, any comments or other remarks entered, as well as other service indications.

CREATING A PARCEL LABEL

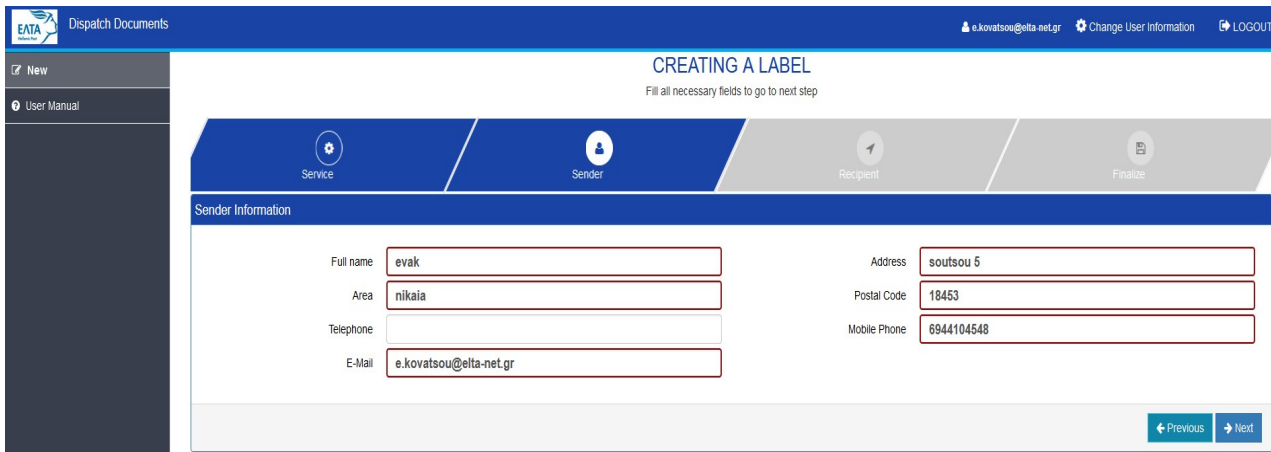
On the initial screen, on the main menu 'Creation', on the field 'Service', we select the '900 PARCEL' Service from the scroll bar and then we press 'Next'.



The screenshot shows the 'CREATING A LABEL' interface. At the top, there's a navigation bar with 'Dispatch Documents', user information, and 'LOGOUT'. Below it, a progress bar indicates the current step is 'Service'. The main form area is titled 'Postal Service' and contains a dropdown menu for 'Service' with '900 PARCEL' selected. A 'Next' button is visible at the bottom right.

A screen with the **Sender's Data** appears, where we enter the sender's data. The 'Email' field appears already filled in with the email we have declared when entering as a Guest.

Filling in the fields highlighted with a **red** frame is obligatory, and they must be mandatorily filled in order to create a label. In the fields without the red frame, we can optionally fill in the respective sender's information.



The screenshot shows the 'CREATING A LABEL' interface at the 'Sender' step. The progress bar highlights the 'Sender' step. The 'Sender Information' form contains several fields: 'Full name' (evak), 'Area' (nikaia), 'E-Mail' (e.kovatsou@eta-net.gr), 'Address' (soutsou 5), 'Postal Code' (18453), and 'Mobile Phone' (6944104548). The 'Full name', 'Area', 'E-Mail', 'Address', 'Postal Code', and 'Mobile Phone' fields are highlighted with red borders, indicating they are mandatory. 'Telephone' is empty. 'PREVIOUS' and 'Next' buttons are at the bottom right.

Then, we press 'Next' to move to the next stage.

A screen with the **Recipient's Data** appears, where we enter the recipient's data. Filling in the fields highlighted with a **red** frame is obligatory, and they must be mandatorily filled in order to create a label.

In the fields without the red frame, we can optionally fill in the respective recipient's information.

For the '900 PARCEL' service we have selected, we must click on the '**Delivery by**' field, so as to systemically register the delivery method to be applied for the parcel.

If we select **Post Office Box**, this means that the parcel will be delivered by a Hellenic Post Branch.

If we select **Houses**, this means that the parcel will be delivered through Distribution.

If we select **PostBox**, this means that the parcel can be delivered by the sender through a PostBox. The PostBox option will be active/possible only in case the PC of the recipient's area that is filled in can be matched with an available PostBox in the respective area.

In case we have selected 'Delivery through a PostBox' and we enter a Postal Code in an area where there is no PostBox available, then a message appears on the screen:

Delivery Option Counter Home Delivery PostBox

Full name

Address

Area

Postal Code
invalid Postal Code for the delivery choice selected

Telephone

Mobile Phone

E-Mail

and we will have to choose another delivery method (Postal Box or Houses), in order to complete data entering.

After we fill in the 'Postal Code' field for the recipient's address, the screen shows the information for the Destination Office, where the further management/handling of the parcel will take place.

Recipient Details

Delivery Option Counter Home Delivery PostBox
Office of Destination: ΠΡ. ΤΑΧΥΠΩΝ ΝΙΚΑΙΑΣ (18480)

Full name

Address

Area

Postal Code

Telephone

Mobile Phone

E-Mail

Quantity Weight (in Kg) Volume Weight (H * W * D - in cm) x x

COD (in €) Insured Value (in €) Special Services

Comments Reference

[← Previous](#) [→ Next](#)

Note: If we wish to enter more information for the recipient (which will also be printed on the label), we fill in the fields 'Comments' ή 'Reference'.

Then, we press '**Next**' in order to move to the next stage, where the **Print** screen appears.

In case there is some mistake and you need to correct the data entered, click on '**Previous**' to return to the previous stage of the app and make the necessary corrections.

If all the data for the creation of a label have been correctly entered, we click on '**Print**' on the same screen, in order to generate the final printout with the Service's Barcode.

EATA Dispatch Documents e.kovretsou@etta.net.gr Change User Information LOGOUT

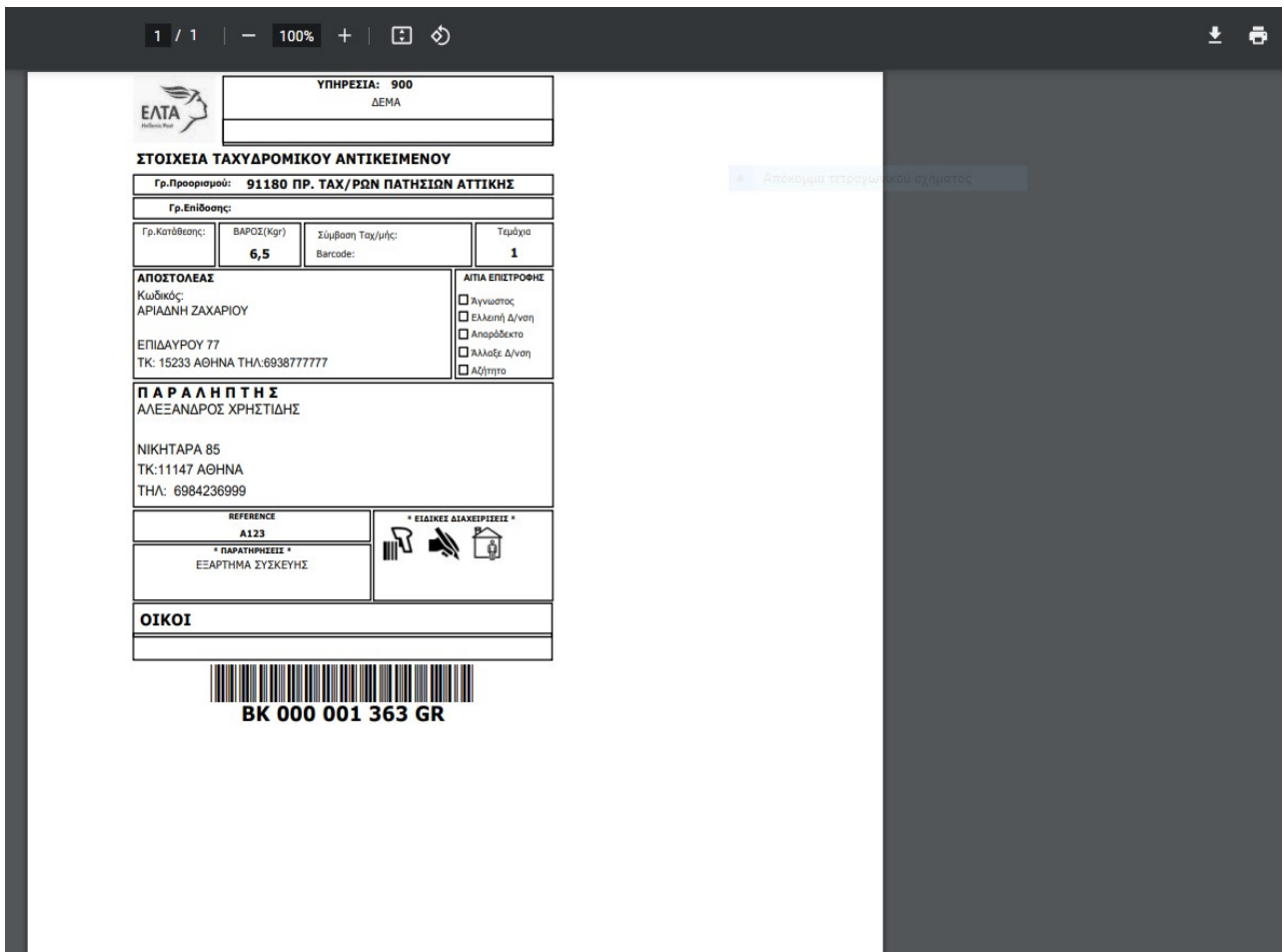
CREATING A LABEL

Service Sender Recipient Finalize

Print

[← Previous](#) [Print](#)



The label preview appears, where we click on the 'Print' icon (top right on the screen). We open the downloaded file and a preview of the label appears, in A6 form (top left corner of the A4 page). We press 'Print'.



The final label for the parcel is printed, with the service barcode.

It is clarified that for Domestic Parcels, for which the label is printed by the WEB LABELING DOMESTICALLY app:

- the barcode prefix is **BK....GR** (and not CP...GR)
- it is possible to create a label for a Domestic Parcel with Declared Value, and enter its amount on the app (in the respective field), but it will not be printed on the label. Only the remarks relevant to the Declared Value will appear on the label of the parcel with Declared Value.

	ΥΠΗΡΕΣΙΑ: 900 ΔΕΜΑ		
ΣΤΟΙΧΕΙΑ ΤΑΧΥΔΡΟΜΙΚΟΥ ΑΝΤΙΚΕΙΜΕΝΟΥ			
Γρ. Προορισμού: 91180 ΠΡ. ΤΑΧ/ΡΩΝ ΠΑΤΗΣΙΩΝ ΑΤΤΙΚΗΣ			
Γρ. Επιδόσης:			
Γρ. Κατάθεσης:	ΒΑΡΟΣ(Kgr) 6,5	Σύμβαση Ταχ/μής: Barcode:	Τεμάχια 1
ΑΠΟΣΤΟΛΕΑΣ Κωδικός: ΑΡΙΑΔΗΝΗ ΖΑΧΑΡΙΟΥ ΕΠΙΔΑΥΡΟΥ 77 ΤΚ: 15233 ΑΘΗΝΑ ΤΗΛ:6938777777		ΑΙΤΙΑ ΕΠΙΣΤΡΟΦΗΣ <input type="checkbox"/> Άγνωστος <input type="checkbox"/> Ελλιπή Δ/νση <input type="checkbox"/> Απαράδεκτο <input type="checkbox"/> Άλλαξε Δ/νση <input type="checkbox"/> Αζήτητα	
ΠΑΡΑΛΗΠΤΗΣ ΑΛΕΞΑΝΔΡΟΣ ΧΡΗΣΤΙΔΗΣ ΝΙΚΗΤΑΡΑ 85 ΤΚ:11147 ΑΘΗΝΑ ΤΗΛ: 6984236999			
REFERENCE A123		* ΕΙΔΙΚΕΣ ΔΙΑΧΕΙΡΙΣΕΙΣ * 	
* ΠΑΡΑΤΗΡΗΣΕΙΣ * ΕΞΑΡΤΗΜΑ ΣΥΣΚΕΥΗΣ			
ΟΙΚΟΙ			



The label contains the full data for the Sender and the Recipient, the relevant signs specifying the features of the service, the barcode for the service, any comments or other remarks entered, as well as other service indications.

We press 'Log out' (top right on the screen) in order to log out of the application.

Glossary

Label: Self-adhesive form that contains the necessary information for sending the item and is attached on the item.

Customer with an Account: A frequent and repeated user of the application. After completing the account creation procedure, the application identifies your data and automatically fills them in on the 'Sender's Data' for an even faster label creation.

Guest: An occasional user of the application who has not completed the "Customer Account Creation" procedure.

Barcode: Barcode, which consists in a series of parallel lines with different thickness and contains information referring to the service on which it is attached. It is used for the visual identification of the service. It is automatically generated by the app depending on the service selected; it is a unique number and it is used to track the post item through the Hellenic Post's Track & Trace system.

Sender: The sender is the person sending a letter, parcel, etc. to the recipient by mail.

Recipient: The recipient is the person receiving a letter, parcel, etc. by the sender by mail.

Track & Trace: A tracking system for posts.

511 1st Priority Registered Letter: A post item up to 2 kg (letters, small items) with a deposit receipt bearing a unique barcode. This is delivered to the recipient upon it being signed by the recipient or a person authorized by the recipient. It bears a barcode label with the RE prefix. The time for delivery amounts to 3 business days.

512 2nd Priority Registered Letter: A post item up to 2 kg (letters, small items) with a deposit receipt bearing a unique barcode. This is delivered to the recipient upon it being signed by the recipient or a person authorized by the recipient. It bears a barcode label with the RE prefix. The time for delivery amounts to 3-5 business days.

501 1st Priority with Tracking: A post item up to 2 kg (letters, small items) with a deposit receipt bearing a unique barcode. It is only tracked during posting & delivery. It is delivered to the recipient's address without being signed by the recipient. It bears a barcode label with the LL prefix. The time for delivery amounts to 3 business days. In case of damage or loss of the item, it is not possible to track it or provide compensation of any kind.

502 2nd Priority with Tracking: A post item up to 2 kg (letters, small items) with a deposit receipt bearing a unique barcode. It is only tracked during posting & delivery. It is delivered to the recipient's address without being signed by the recipient. It bears a barcode label with the LL prefix. The time for delivery amounts to 3-5 business days. In case of harm to or loss of the item, it is not possible to track it or provide compensation of any kind.

521 1st Priority with Declared Value (Insured): A post item up to 2 kg (letters, small items) tracked during all the stages of its management, in order to ensure its valuable content. During posting, a receipt is issued with a unique barcode. It is delivered to the recipient themselves upon it being signed by the recipient or a person authorized by the recipient. It bears a barcode label with the VR prefix. The time for delivery amounts to 3 business days. In case of damage or loss of the item, it is possible to provide compensation.

513 1st Priority with Delivery to Another Person Living at the Same Address: A post item up to 2 kg (letters, small items) with a deposit receipt. It is delivered to the recipient or upon it being signed by a person authorized by the recipient or by a co-tenant. It is tracked during all management stages. It bears a barcode label with the RE prefix. The time for delivery amounts to 3 business days.

514 2nd Priority with Delivery to Another Person Living at the Same Address: A post item up to 2 kg (letters, small items) with a deposit receipt. It is delivered to the recipient or upon it being signed by a person authorized by the recipient or by a co-tenant. It is tracked during all management stages. It bears a barcode label with the RE prefix. The time for delivery amounts to 3-5 business days.

900 Parcel: A post item up to 20 kg and with dimensions exceeding those for letters. During posting, a receipt is issued with a unique barcode and a BK prefix. It is delivered by a Hellenic Post Branch following a relevant notification to the recipient. The parcel can be delivered to the recipient themselves or to another authorized (by the recipient) person upon it being signed. It is tracked during all management stages. The time for delivery amounts to 3-5 business days.

At Home: A delivery method selected for home delivery.

Delivery Office: A Hellenic Post Branch - transaction location where the post item to be delivered is located (this refers to the recipient).

Posting Office: A Hellenic Post Branch - transaction location where the post item to be delivered is posted (this refers to the sender).

Destination Office: A Post Service Operation through which the item will be handled before delivery.

Fast Payment Contract: This is automatically filled in by the system when a Cash-on-Delivery service is used (not available at the moment).

Code: This is automatically filled in by the system when a Cash-on-Delivery service is used (not available at the moment).

Delivery through Distribution: An option before entering data on the app, according to which the PC is matched with a delivery location, namely the Distribution Unit servicing the PC having been entered (this applies to the services: Registered Letter, Delivery to a Co-Tenant, Tracking).

Delivery through a Post Office Box: A Hellenic Post Branch where the post item will be sent in order to be collected by the recipient (this refers to sending parcels or registered letters with notification which were not possible to be delivered to the recipient's address).

Delivery through a PostBox: Automated lockers for the automatic reception of items, from which someone can collect:

- An item ordered from abroad and which does not include extra taxes and duties
- An item with notification for simple tracking, which has not been delivered to the recipient's address.
- An item ordered from a domestic eShop.