

In the unlikely event that your missing baggage has not been returned to you within 5 days of your travel, you should complete this Baggage Declaration form.

The form has a dual purpose: to augment the tracing efforts and to be used as the basis of a claim should the search prove unsuccessful. We know that finding your missing baggage is more important to you than the limited indemnities described below. An erroneous or incomplete description will hamper the tracing in spite of our staff's best efforts and could hinder any settlement.

All passenger who complete this form should send it to the address below. PLEASE INCLUDE ALL AIRLINE TICKETS, BAGGAGE CLAIM CHECKS, AND EXCESS BAGGAGE RECEIPTS (if applicable) AND RECEIPTS FOR ALL ITEMS CLAIMED MUST BE ATTACHED TO SUBSTANTIATE YOUR CLAIM. PLEASE ATTACH A PHOTOCOPY OF A SIGNED PHOTO IDENTIFICATION. If you have homeowner/household insurance, baggage or credit card insurance against which you may claim, please complete question # 13.

**Canadian North Charter Baggage Claims
200,580 Palmer Road NE
Calgary, AB T2E7R3**

Any claim must be made in writing within 21 days of your arrival. This completed signed Baggage Declaration form is the official written notice of a claim. The report made at the airport is an incident report only. All claims will be processed as quickly as possible.

The Conditions of Contract on your ticket/e-ticket itinerary refer to limitations of liability based on tariffs, and/or the Warsaw Convention and/or the Montreal Convention. These amounts are not automatically payable but reflect what the maximum compensation might be, as each claim is subject to proof of loss.

Please note that special rules apply to fragile and perishable items and that consequential damages such as loss of enjoyment, loss of business, inconvenience, etc. are not compensable.

Please also note that for domestic travel within Canada, or for any travel where none of the aforementioned Conventions apply, airlines are not liable for the loss of money, jewellery, silverware, samples, business documents, electronic equipment or other valuable articles, whatever the circumstances.

Thank you for your cooperation and understanding. We sincerely hope that our combined efforts will result in the prompt return of your missing property.

Baggage Tracing Number (e.g. Y ULAC12345): _____

I, Mr. / Mrs. / Ms. _____
 (Family Name/s) (Given Name/s)

(Name as indicated on passport if different from above) _____

do solemnly declare that on the _____ day of _____, _____, I checked baggage belonging to _____ which is now missing and for which this claim is made.

COMPLETE ITINERARY				
FROM	TO	AIRLINE	FLIGHT NUMBER	FULL DATE

- Number of persons travelling together: _____ Infants (under 2 yrs): _____ Ticket numbers: _____
- Total number of bags checked: _____ Number of bags received: _____ Number missing: _____
- Claim check numbers: _____
- Weight of missing bag(s): 1. _____ lbs/kg 2. _____ lbs/kg 3. _____ lbs/kg 4. _____ lbs/kg
- Were you charged for "Excess Baggage"? (Y/N) _____ Amount paid: \$ _____
(Attach receipt)
- Did you declare "excess valuation" and purchase additional coverage? (Y/N) _____ Value declared: \$ _____
Amount paid: \$ _____ (Attach receipt)
- Was there a name and address label on the bag(s) – if so, what did it show? _____
- Was there any other identification on the bag(s)? (i.e. tags, stickers, ribbons) _____
- Was loss reported? (Y/N) _____ Time: _____ Date: _____ By phone or in person? _____
To which airline? _____ Where? _____
If missing baggage not reported immediately upon arrival, state reason for the delay: _____
Are you pursuing this claim with another carrier? (Y/N) _____ Carrier? _____
- Was your baggage rerouted or rechecked enroute? (Y/N) _____ Where? _____
Why? _____
By which airline? _____ New tag numbers: _____
- Where/When did you last see your baggage for which you are claiming? _____
- Was baggage, for which this claim is being made, cleared through Customs? (Y/N) _____ If so, where? _____
Were contents inspected? _____ After clearance, where was bag placed? _____
By whom? _____
- Do you have any insurance covering the missing items? (Y/N) _____ Will you be claiming from them? (Y/N) _____
Name / Address of insurance company: _____
- Other relevant information or comments:

PLEASE ATTACH A PHOTOCOPY OF A SIGNED PHOTO IDENTIFICATION (MANDATORY)

Residence Address : _____ _____
Residence Tel. (____) _____ Cell (____) _____
E-Mail: _____
Company Name: _____
Business Address: _____
Business Tel.: (____) _____
Any prior address (within past 2 years): _____ _____
Prior Tel.: (____) _____

Have you, or any member of your household, ever had a previous claim with Canadian North or any other airline? (*circle*) YES NO

If yes, give name of Carrier _____ and date _____

For the purpose of tracing your baggage as well as processing and verifying your claim, it is sometimes necessary to disclose personal information that you have provided us relating to your claim to a baggage tracing and/or claims database, which is accessible by other participating airlines and handling agencies. By signing the declaration below you consent to this disclosure.

I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath. I understand this declaration may be subject to review and investigation and I hereby give Canadian North the authority to require from anyone any documents or statements in relation to this declaration.

According to section 131 and 132 of the Criminal Code, any person who makes a solemn declaration knowing that the declaration is false, is guilty of an indictable offense and may be liable for imprisonment for a term not exceeding fourteen years. Similar laws are applicable in other countries.

I also understand that Canadian North may disallow any claim for loss, which contains misrepresentations, including false statements concerning whether or not previous claims have been made with Canadian North or other carriers.

Claimant's Signature _____ Date: _____

**ATTACH YOUR AIRLINE TICKET(S) / BAGGAGE CLAIM CHECKS AND EXCESS
BAGGAGE RECEIPTS (IF APPLICABLE)**

RECEIPTS FOR ALL ITEMS CLAIMED MUST BE ATTACHED

ITEMIZED LIST & DESCRIPTION OF BAGS & CONTENTS

Identify bag/article type on Airline Baggage Identification Chart (see page 6).

Please ensure that you provide a complete itemized list of all contents in your baggage. Please be specific and use common terminology (i.e. shirt, sweater, turtleneck, blouse, dress, skirt, trousers, sweatpants, jeans, etc.)

QTY	Article	Size, Colour, Brand, Manufacturer, Serial Number(s), etc.	Male / Female / Infant (M/F/I)	Date of Purchase	City / Store Where Purchased	Original Purchase Price

If more than one bag involved, please list contents of each additional bag on a separate sheet.

TOTAL AMOUNT CLAIMED: \$ _____
*If possible, show in Canadian or US Dollars
 (If applicable, show rate of exchange)*

AIRLINE BAGGAGE IDENTIFICATION CHART

Circle appropriate item and supply Brand, Color and Size descriptions.
Circle any descriptive elements (pockets, wheels, etc.).

BRAND NAME: _____
 COLOUR: _____
 SIZE: _____
 ZIPPERED: YES NO
 DESCRIPTION: _____

Baggage Identification Chart

Luggage/Bags

Material	Color	Color	Color	Color	Color	Color	Color	Color	Color	Color	
WT	BK	GY	BU	PU	RD	YW	BE	BN	GN	MC	PR

Closes without zippers Types 01-12

01	02	03	05
06	Closes without zippers Types 01-12		07
08	09	10	12

Closes with zippers Types 20-29

20	22	22D	22R
23	Closes with zippers Types 20-29		25
26	27	28	29

Descriptive Elements

Material Elements				Basic Elements		External Elements				
D	L	M	T	B	K	C	H	S	W	X

Miscellaneous Articles

Material	Color	Color	Color	Color	Color	Color	Color	Color	Color		
WT	BK	GY	BU	PU	RD	YW	BE	BN	GN	MC	PR

50	51	52	53	54	55	56	57	58	59
60	61	62	63	64	65	66	67	68	69
71	72	73	74	75	81	82	83	85	
89	90	92	93	94	95	96	97	98	99

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DOCUMENT CHECKLIST

Did you enclose:

1. Airline Ticket(s) / E-Ticket/Itinerary
2. Baggage Claim Check(s)
3. Boarding Pass
4. Original Purchase Receipts
5. Itemized list for each additional bag
6. Photocopy of signed photo identification