8.3. Information by Carrier

Alitalia - Compagnia Aerea Italiana (AZ/055)

1. General Information

This section contains Alitalia exceptions to the General Rules, Regulations and Procedures published in Section 1 - 7 of the TACT Rules. These exceptions replace or are additions to the General Rules mentioned above. Additionally, please refer to International and national liability and transportation laws, Conditions of Contract, Conditions of Carriage and General Terms and Conditions.

2. Acceptance for Carriage

2.3. Acceptance of Goods
2.3.3. Restrictions in Acceptance
A. Restrictions Due to Nature of Goods
1. Animals, live

Live animals are accepted subject to advance arrangements and space booked/confirmed from origin to final destination. Carriage of the species is allowed in accordance with the IATA Live Animals Regulations and provision published in the Alitalia Cargo Traffic Manual for the aircraft involved. Only animals which appear to be in good health will be accepted for carriage on Alitalia services.
Laboratory Animals are not admitted.
Nauseating Animals cannot be shipped.
The Shipper must declare if the animals are pregnant in which case they will be accepted only if accompanied by a veterinary certificate stating that the animals are fit to travel and there is no risk of birth occurring during the journey.
Also Alitalia is not responsible for mortality, loss or damage due to climatic changes, variations in temperature or altitude, or similar causes.
The shipper must comply with all quarantine rules and specific requirements established by the Health Authorities of each country of origin, transit and destination.
The Shipper is responsible for providing the health certifications and permits required by the national authorities of the countries concerned.
Clear and concise instructions must be supplied by the shipper for feeding, watering, cleaning and handling. These instructions must be practicable and, where appropriate, advance arrangements must be made with transit and discharge stations for their implementation.
The IATA Live Animals Regulations must be used as guide for packaging, labelling and handling requirements.

3. Dangerous goods

Dangerous Goods are accepted subject to advance arrangements and space booked/confirmed from origin to final destination.

- Air transportation of dangerous goods must be performed in compliance with rules pointed out in section 7 of the Alitalia Cargo Traffic Manual.
- A service charge of EUR 50.00 is applied for each shipment of dangerous goods accompanied by the shipper's declaration.
- Acceptance of shipments in violation of ICAO/IATA and government regulations is subject to legal penalties.

4. Human remains

Human remains are accepted subject to advance arrangements and space booked/confirmed from origin to final destination.

a. Coffins

Coffin must be packed in compliance with Health regulations of each country (of origin, transit and final destination) and the carriage is allowed in accordance with Alitalia Cargo Traffic Manual. (See section 6.2.6.)
As a general rule the packing must adhere to the following requirements:
The corpse will be placed in a double coffin, one of wood and the other of metal. The metal coffin, whether enclosing the wooden one or being enclosed by it, must be welded and at the bottom, between the two coffins, there must be a layer of powdered peat or sawdust, or other absorbent material which is recognised as being suitable.
For passenger aircraft services neutral packing (jute bag, third wooden case, crate, etc.) is required by Alitalia to disguise the coffin.
Shipments must be accompanied by proper Health and/or Consular certificates.
Form 7776 must be filled in.

b. Ashes

The transport of ashes in cinerary urns is not subject to sanitary rules prescribed for corpses. Cinerary urns containing ashes must bear on the outside the name of surname of the deceased. Shipments must be accompanied by proper Health/Consular certificate.
Form 7776 must be filled in.

7. Perishables

Perishable goods are accepted subject to advance arrangements and space booked/confirmed from origin to final destination. Due to the particular nature of perishable goods, packing must be adequate to protect the goods against variations in temperature, humidity or pressure during transportation. Furthermore the packaging in which the goods are stored must be sufficiently strong, well sealed and built in such a way to prevent any loss or damage. Shipments of animal origin are subject to sanitary or veterinary inspection.
TRANSPORT OF FRESH FISH

Following conditions must be met:
Packaging

a. Outer container made of cardboard not less than 2 mm of thickness and waterproof;
b. inner container made of expanded polystyrene with fitted-in lid and sealed around by adhesive tape. Such container must be put into a plastic bag which wraps it completely;
c. strong plastic bag as a first wrapping for fish.

Loading of shipments on wide-body and containerized aa/cc
In order to avoid the escape of leakage from ULDs, it is necessary to lay on the ULDs some polyethylene sheets, to wrap the heaped-up load for its entire height.

Loading of shipments on bulky narrow-body aa/cc
In order to preserve the structures of the aircraft from the possible leakage of salt water, highly corrosive, it is necessary to spread on the floor of the hold some sheets of polyethylene on which to stow the packages.

One stretch only shipments
Shipments involved in one stretch only can be shipped both in wide-body and narrow-body with the same precautions foreseen at the previous points.

11. Valuable Cargo

Valuable goods are accepted subject to advance arrangements and space booked/confirmed from origin to final destination. Valuable cargo, such as precious metals and stones, jewellery, legal banknotes, traveller's cheques, securities, shares, share coupons, etc. can only be accepted when adequately packed in order to prevent pilferage.
Packaging must be made of metal, wood or impact-resistant plastic.
The external packaging of any valuable shipment must be such that if any external damage or any tampering has occurred, this will be immediately noticeable. The external covering must always be closed and sealed. All the packages must be individually weighed and their weight must coincide with the one stated on the AWB.
The actual gross weight and net weight of each package as well as fractions of weight must be shown in the related box of the AWB.
Loose shipments can also be packed into security sacks.

17. Liquids

Liquids are accepted subject to the following conditions:

a. Liquids which are included in the IATA/ICAO list of dangerous goods must strictly comply with the limitations provided by IATA/ICAO
b. Non restricted liquids must be packed to prevent breakage and leakage arising from blows or from variations in atmospheric pressure, temperature or humidity during flight. As a general rule non restricted liquids must be stored in metallic receptacles or any other suitable material, and be hermetically sealed; the receptacle must be placed in another tightly closed container which must be stuffed with an absorbent material suitable to withstand shocks and prevent leakage. - To allow the liquid to expand at high altitudes the inner receptacle must not be filled to over 90% of its capacity.

B. Restrictions Due to Weight and Dimensions
a. Heavy and Bulky Pieces

Any pieces weighing more than 150 kg. and/or which are particularly bulky must be notified to the Alitalia acceptance office.
N.B.

b. Cars

In order to transport cars on board an Alitalia aircraft, the following provisions must be adhered to:

1. *Cars and vehicles equipped with petrol engine*
   Fuel tank must be drained of fuel as far as practicable and if any fuel remains it must not exceed one quarter of the tank capacity. The tank cup, oil cup and water cup must be fitted securely.
2. *Cars and vehicles equipped with diesel engine*
   Fuel can remain in the fuel tank provided a sufficient ullage space has been left inside the tank to allow fuel expansion without leakage. The tank cup must be tightly closed.
3. *Liquified petroleum gaspowered vehicles cannot be accepted.*

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c. Motorcycles
In order to transport motorcycles on board an Alitalia aircraft, the following provisions must be adhered to:
- If the motorcycle cannot be shipped in upright position, the fuel supply system (tank, carburettor, fuel pump, fuel lines) must be completely emptied and purged of residual gases. If the motorcycle is shipped in upright position, see item a).
- The fuel tank must be carefully closed, and if present, also those of oil and water.
- The battery, when present, must be removed and packed separately when the motorcycle cannot be shipped in upright position.
- Every protruding part (handlebars, pedal cranks, foot rests, etc.) must be adjusted to occupy the least space possible and wrapped to prevent damage (lights, etc.)
- The motorcycle must be enclosed in a wooden framework to be protected during transport.
  Form 3234 must be filled.

d. Other Motor Vehicles
Transport of every other motor vehicle such as power lawn movers, power saws, outboard engines and, in general, any motor having a fuel supply system, is allowed on Alitalia aircraft provided that the rules as per the foregoing items are observed along with all precautions required by individual cases from time to time. Anyway tanks of engines, not loaded in upright position must be completely emptied. Account must be taken of the possibility of restraining of stability and of manoeuvring in all phases of loading, unloading and transport of the vehicle.
Form 3234 must be filled.

e. Diesel Engines
Emptying of the fuel tank is not necessary in the case of diesel engines.
However, the following conditions must be observed:
1. Sufficient space must be left inside the fuel tank to allow expansion of the fuel without leakage.
2. Tank caps (fuel, oil, water) must be carefully closed and checked in order to prevent leakages.
3. For batteries, electric apparatus and general condition of the car, see item c).
   Form 3234 must be filled.

f. Rubber Tires
Acceptance for transport of tires complete with rims is subject, in addition to the usual formalities, also to the safety rules provided here.
- Tires mounted with rims must have their pressure to the operating pressure.
- Tires mounted on vehicles must have their pressure to the operating pressure.
- New aircraft tires may be transported without further reducing their pressure.
- Damaged aircraft tires must be completely deflated.

g. Unacceptable Goods
The following items cannot be accepted for transportation by air:
- mail shipped as freight;
- offensively smelling products or animals which might disturb passengers;
- dangerous goods declared in the IATA Dangerous Goods Regulations Manual as “NOT ACCEPTABLE” both on passenger and all- cargo aircraft.

3. Transportation Charges

3.4. Minimum Charges
From the USA, the following minimum charges apply on Alitalia services:
- to Europe and the Middle East: USD 70.00
- to Africa, except Western Africa: USD 65.00.

3.7. Class Rates
3.7.1. General
Alitalia applies the general Class Rates conditions as shown in Paragraph 3.7. of Section 3 “General Rules” with the following additions/exceptions.

3.7.2. Live Animals

1. Rating
Rates covering all areas
(For Area’s definition see Rules 1. General Information, paragraph 1.2.2. Definition of Areas)

	IATA AREA		
	Within 1	**Within 2** (*)	**Within 3**
All live animals (except baby poultry)	175% of Normal GCR	175% of Normal GCR	150% of Normal GCR
Baby poultry (less than 72 hours old)	Normal GCR	Normal GCR	Normal GCR
Minimum charge	200% of the applicable minimum charge	200% of the applicable minimum charge	200% of the applicable minimum charge

(*) **Rates within Europe with Basic charge structure**

	IATA AREA		
	Between 1 & 2	**Between 2 & 3**	**Between 3 & 1**
All live animals (except baby poultry)	175% of Normal GCR	150% of Normal GCR	150% of Normal GCR
Baby poultry (less than 72 hours old)	Normal GCR	Normal GCR	Normal GCR
Minimum charge	200% of the applicable minimum charge	200% of the applicable minimum charge	200% of the applicable minimum charge

(*) Rates within Europe with Basic charge structure

All live animals (except baby poultry)	250% of B + 250% of K
Baby poultry (less than 72 hours old)	160% of B + 160% of K

3.7.6. Valuable Cargo

2. Rating
Rates covering all areas
(For Area’s definition see Rules 1. General Information, paragraph 1.2.2. Definition of Areas)

A. All IATA Areas (*)	200% of Normal GCR
B. Exceptions by countries (*)	From France to all areas 250% of Normal GCR
	From Russia to all areas 300% of Normal GCR
C. Minimum charge (*)	200% of the applicable Minimum charge (Provided that it is not less than USD 50.00 or equivalent)

(*) **Rates within Europe with Basic charge structure**

When the Basic charge structure applies	300% of B + 300% of K

3.7.7. Newspapers, Magazines, Periodicals, Books, Catalogues, Braille Type Equipment and Talking Books for the Blind

1. Rating
Rates covering all areas
(For Area’s definition see Rules 1. General Information, paragraph 1.2.2. Definition of Areas)

A. Within Area 1 Within Europe (*) Between Area 1 & 2	67% of Normal GCR
B. All other Areas	50% of Normal GCR
C. Minimum charge	Applicable Minimum charge

(*) **Rates within Europe with Basic charge structure**

When the Basic charge structure applies	85% of B + 85% of K

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3.7.8. Baggage Shipped As Cargo

4. Rating
Rates covering all areas
(For Area's definition see Rules 1. General Information, paragraph 1.2.2. Definition of Areas)

A. All IATA Areas (*)	Applicable GCR
B. Minimum charge	Applicable Minimum charge

3.7.9. Human Remains

1. Calculation
Rates covering all areas
(For Area's definition see Rules 1. General Information, paragraph 1.2.2. Definition of Areas)

ASHES:	
A. All IATA Areas (except within Area 2)	N = Applicable GCR M = Applicable Minimum charge
B. Within Area 2	N = 300% of Normal GCR M = 200% of the Applicable Minimum charge (provided that this shall not be less than USD 65.00 or equivalent)
C. Within Europe when the Basic charge structure applies	400% of B + 400% of K

COFFINS:	
A. All IATA Areas (except within Area 2)	N = Normal GCR M = Applicable Minimum charge
B. Within Area 2	N = 200% of Normal GCR M = 200% of the Applicable Minimum charge (provided that this shall not be less than USD 65.00 or equivalent)
C. Within Europe when the Basic charge structure applies	350% of B + 350% of K

3.10. Unitized Consignments and ULD's Interchange
For ULDs that can be loaded or may be provided on request, by Alitalia, apply to "IATA ULD CONTROL MANUAL" or to next Alitalia cargo office.

4. Services and Related Charges

4.3. Insurance
Alitalia does not offer individual consignment insurance. If required, customer should seek to obtain indepent cover.

4.5. Charges for Shipments of Dangerous Goods

1. Transportation fee
Subject to the applicable Dangerous Goods Regulations, the following fees shall apply for the transportation of shipments of dangerous goods covered by a shipper's declaration for dangerous goods. Such fees shall apply in addition to the applicable transportation charges. The fee shall not be less than the amounts specified below. For countries and destinations not mentioned below the fee shall not be less than USD 80.00 (or equivalent in local currency). The fee shall accrue to the issuing carrier.
Where shipments are consigned over a routing where an additional dangerous goods handling fee is required by the carrier(s) specified, the additional dangerous goods handling fee may also be charged at origin.

From	To IATA Area	Minimum fee per shipment	
Italy	1, 2 and 3	EUR	50.00
United States	1, 2 and 3	USD	80.00

5. Payment of Rates and Charges and Currency Conversion

5.4. Charges Collect
Shipments on Charges Collect are not accepted by Alitalia when:
a. destined for a country where Alitalia does not allow this form of payment (See General Rule 7.2.2. / 7.2.3.)
b. carriage is performed by more than one carrier on interline services and the last carrier does not accept to deliver such shipments
c. the goods to be carried belong to one of these categories:
   - baggage shipped as cargo;
   - gift parcels;
   - samples with no commercial value;
   - perishable goods;
   - live animals;
   - coffins and cinerary urns.

6. The Air Waybill

6.2. Completion
Instructions for entries to be made on AWB
As far as the instructions for Alitalia differ from the instructions in General Rule 6.2., they are given below.
For the convenience of readers each instruction is preceded by the corresponding number written in the sample AWB herewith. The sample AWB is shown on the next page. For easy reference the relating box numbers of the AWB-specimen in General Rule 6.2. are shown between brackets.
Should a Carrier make any change or addition to the information entered on the AWB, subsequent to its issue, it must make the correction on all the remaining copies and must identify itself as the carrier making the change. To this end, the IATA code of the carrier followed by the 3-letter code of the locality where the change is made shall be placed as near as possible to the changed item without cancelling any other detail.
When a consignment is returned to the shipper at his request following non-delivery, the new AWB issued for the return carriage shall bear the number of the original AWB in the box marked "Special handling information". All charges that would have been collected from the original consignee, must be entered in the box marked "Other charges" (due carrier) and to be debited to the consignee.
The AWB must always be typewritten.
The "Prepaid charges" section shall be filled in by entering figures above the shaded stripe to avoid any possible sliding of said figures into the boxes below when a typewriter is used.

20 - AMOUNT OF INSURANCE: This box shall be completed only when the Carrier takes out insurance on behalf of the Shipper and shall not be used for any other purpose. Enter the amount of the insured value, while the premium must be entered in box (38).
26 - P.B.A. FEE: Enter the fee applicable due to the Carrier for collection of the P.B.A. amount.
35 - COLLECT CHARGES IN DESTINATION CURRENCY: These boxes are for use of the destination Carrier who must insert on Original No. 2 and on Copy No. 4 the amount to be collected from the Consignee in the destination currency.
38 - INSURANCE PREMIUM: Insert the premium of the insurance requested by the Shipper to the Carrier (see box No. 19).
39 - Codice fiscale/Partita IVA del mittente.
For shipments originating from Italy insert "codice fiscale" and/or "Partita IVA."
40/41 Imprenditore/non imprenditore: mark appropriate box.
42/43 PF (persona fisica) SD (soggetto diverso): mark appropriate box.

9. Miscellaneous Information

9.1. C.O.D.
C.O.D. shipments are not accepted by Alitalia.

9.2. Fuel Surcharge and Security Surcharge
If necessary Alitalia Cargo will assess a fuel surcharge and/or a security surcharge.
These surcharges must not be included in the applied rate but must appear in the "due carrier" box of the AWB with their relevant codes (MYC for the Fuel surcharge and SCC for the Security surcharge).
For current and up-to-date information please contact our Customer Service.
You can find the address of the Customer Service closest to you loging on to www.alitaliacargo.com under the "Contact us" section.

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9.4. Delivery Charge
A Delivery Charge must be applied to any AWB originating from any foreign airport and destined to any Italian airport.
The amount is subject to VAT where applicable and it will be applied at delivery.

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STAPLE DOCUMENTS HERE

Fix the lines here

055 1 - 9363 6400 055- 9363 6400

Shippers Name and Address 2
Shippers account Number 3
Not negotiable
Air Waybill
(Air Consignment note)
Issued by
ALITALIA - LINEE AEREE ITALIANE S.p.A.
CAP. SOC. 200.000.000 EUR - INTERAMENTE VERSATO
CODICE FISCALE/PARTITA IVA 00474091002
R. T. Roma 2029446 - C.C.I.A.A. Roma 1205156
Palazzo Alitalia - 00144 - Roma - EUR (ITALIA)
Alitalia
Member of International Air Transport Association

Consignee's Name and Address 4

Copies 1, 2 and 3 of this Air Waybill are originals and have the same validity.

It is agreed that the goods described herein are accepted in apparent good order and condition (except as noted) for carriage SUBJECT TO THE CONDITIONS OF CONTRACT ON THE REVERSE HEREOF. THE SHIPPER'S ATTENTION IS DRAWN TO THE NOTICE CONCERNING CARRIERS' LIMITATION OF LIABILITY. Shipper may increase such limitation of liability by declaring a higher value for carriage and/or paying a supplemental charge if required.

Le merci qui descritte sono accettate in apparente buono stato e condizione (eccezione fatta per quanto qui dichiarato altrimenti) per il trasporto in conformità alle CONDIZIONI CONTRATTUALI DESCRITTE SUL RETRO. SI RICHIAMA L'ATTENZIONE DEL MITTENTE SULL'AVVISO CONCERNENTE LA LIMITAZIONE DI RESPONSABILITÀ DEL VETTORE. Il mittente può aumentare il limite di responsabilità del vettore dichiarando un valore più elevato per il trasporto e pagando, ove richiesto, una tariffa addizionale.

Issuing Carrier's Agent Name and City 6
Accounting Information 10
Agent's IATA Code 7
Account No. 8
Airport of Departure (Addr. of first Carrier) and requested Routing 9
Codice fiscale / Partita I.V.A. del Mittente 39
Imprenditore Non imprenditore 40 41 PF 42 SD 43
By first Carrier Routing and Destination 11
Currency 12
Arrival PPD COLL 14
Other PPD COLL 15
Declared Value for Carriage 16
Declared Value for Customs 17
Airport of Destination 18
Flight/Date For Carrier Use only 19
Flight/Date
Amount of Insurance 20
INSURANCE - If Carrier offers insurance, and such insurance is requested in accordance with conditions on reverse hereof, indicate amount to be insured in figures in box marked "Amount of Insurance".
SEGURO/RAC/RCI - Cuando el vettore ofrece una contratación de seguro y dicho seguro es solicitado en base a las condiciones del reverso, indique el importe del seguro en cifras en el recuadro "Importe asegurado".

Handling Information (Shipping marks, numbers, method of packing, etc) 21
(For U.S.A. only) These commodities licensed by US for ultimate destination
DIVERSION CONTRARY TO U.S. LAW IS PROHIBITED

No of Pieces RCP	Gross Weight	Kg lb	Rate Class Commodity Item No	Chargeable Weight	Rate / Charge	Total	Nature and Quantity of Goods (incl. Dimensions or Volume)
a	c	d e	f	g	h	i	j
22							
b							

Prepaid Weight Charge Collect 23
Other Charges 25
P.B.A Fee 26
Valuation Charge 24
Tax 27
Insurance Premium 38
Total other Charges Due Agent a 28 b
Total other Charges Due Carrier b 29 b
Shipper certifies that the particulars on the face hereof are correct and that insofar as any part of the consignment contains dangerous goods, such part is properly described by name and is in proper condition for carriage by air according to the applicable Dangerous Goods Regulations.
Il mittente dichiara che le indicazioni contenute sul fronte della LTA sono esatte, e che qualora una parte della spedizione contenga merci pericolose, tale parte è debitamente indicata ed è nelle condizioni richieste ai fini del trasporto per via aerea secondo le norme sulle Merci Pericolose
32
Signature of Shipper or his Agent
Total prepaid 30
Total collect 31
33
Executed on (Date) at (Place) Signature of Issuing Carrier or its Agent
For Carrier Use only at Destination
I.V.A. non imponibile Art. 9/1° Comma D.P.R. 633/72
055- 9363 6400

No. 3 - ORIGINAL for SHIPPER

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