Baggage Declaration Form

Dear Customer,

We regret your baggage did not arrive with you at your final destination. In the unlikely event that your baggage has not been returned to you within 5 days of your arrival, please fill out this contents list and attach it at the end of the online webform in the below link, or post to the following address:

https://help-aircanada.com/aircanada-help/createlssue.do?lang=ENU

Air Canada Baggage Claims

Air Canada ZIP 1116 P.O. Box 8000, station Airport Dorval, Quebec H4Y 1C3

A description of the contents of your missing baggage as detailed as possible will help us to find it. If you are missing several pieces of baggage, please complete a separate list for each missing bag.

PLEASE INCLUDE ALL AIRLINE TICKETS, BAGGAGE CLAIM TAGS, AND RECEIPTS. ALL ITEMS CLAIMED MUST SUBSTANTIATED IN YOUR CLAIM. PLEASE ATTACH A PHOTOCOPY OF A SIGNED PHOTO IDENTIFICATION.

All claim must be made in writing **within 21 days** of your arrival. The report made at the airport is only an incident report and will not initiate a claim.

Thank You.



BAGGAGE DECLARATION

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

Frequent Flyer ID : Date of Birth :						
(Optional) yy/mm/dd						
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 Air Canada or any other airline? 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 into a baggage tracing and/or claims database, which is accessible to 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 Air Canada 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 Air Canada may disallow any claim for loss, which contains misrepresentations, including false statements concerning whether or not previous claims have been made with Air Canada or other carriers.						
Claimant's Signature Date:						

ATTACH YOUR AIRLINE TICKET(S)/BAGGAGE CLAIM CHECK'S AND EXCESS BAGGAGE RECEIPTS (IF APPLICABLE)	
RECEIPTS FOR ALL ITEMS CLAIMED MUST BE ATTACHED	

ITEMIZED LIST AND DESCRIPTION OF BAGS AND CONTENTS

- Please 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 (e.g. shirt, sweater, turtleneck, blouse, dress, skirt, trousers, sweatpants, jeans).

PLEASE PRINT

QTY	Article	Size, Color, Brand, Manufacturer, Serial Number (s) etc.		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.) .	\$
	(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.)

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DOCUMENT CHECKLIST

Did you enclose:

- θ Airline Ticket(s) / E-Ticket/Itinerary
- θ Baggage Claim Check(s)
- $\theta \qquad \quad \text{Boarding Pass}$
- **θ** Original Purchase Receipts
- θ Itemized list for each additional bag
- θ Photocopy of signed photo identification