

# Originair

## Freight



### CHECK-IN

#### Freight Check-in time

Your freight is required to be checked-in at least 40 minutes prior to departure. To achieve this, you should aim to be at the airport at least 50 minutes before the scheduled departure time.

Our aim is for your freight check-in to be friendly, easy and efficient. To assist you this note provides information on check-in times, identification requirements and which sections of the form need to be completed.



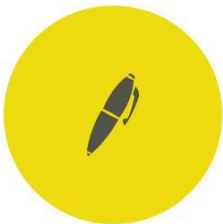
### FREIGHT DROP OFF REQUIREMENTS

You must arrange for your freight to be dropped off and picked up at the airport.

To help make the check in of your freight go smoothly please ensure your items are packaged correctly, will not leak and contains no dangerous goods.

Please refer to the Civil Aviation website

<https://www.caa.govt.nz/passengers/dangerous-goods/>



### FILLING OUT THIS FORM

- Please complete all the details in Section 1, 2 and 3.
- Complete and sign the declaration in Section 4.
- Keep the form safe ready to take to the airport.

We want you to have the best possible experience, so please contact Originair's Contact Centre on **0800 380 380** if any of your arrangements change or you have any questions.

## ① Sender's Information

Name		Mobile number	Alt Number	Address
Identification	Type Photo ID:	Number:		Expiry:
Special Instructions:				

## ② Receiver's Information

Name		Mobile number	Alt Number	Address
Identification	Type Photo ID:	Number:		Expiry:

## ③ Item Description

## ④ Shipper's Declaration

I hereby certify that the contents in this consignment contains no dangerous goods (please refer to the Civil Aviation website <https://www.caa.govt.nz/passengers/dangerous-goods/>), is accurately described, packaged and labelled, and is in proper condition for carriage. I fully understand that Originair's General Terms and Conditions (available at Originair.nz) apply to any carriage of freight. Originair reserves the right to cancel the carriage of any freight it deems does not meet the required standards. Originair does not guarantee the carriage of freight on any one flight, carriage of freight will be provided where space and weight are available. If space and weight are not available freight will be carried on the next flights where sufficient space and weight is available. Originair will take all reasonable care of any freight however all freight is carried by Originair at the shipper's risk.

Shippers Signature \_\_\_\_\_

Office use only – Originair employee or representative to complete.

Flight Date	Airport Departure	Airport Destination	Flight Number	Booking Number

Number of pieces	Weight per piece (Kg 0.0)				Total Weight Kg
	Item 1	Item 2	Item 3	Item 4	

Is each piece packaged correctly?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Does the item have sufficient fragile, heavy or other tape applied if required?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Does each individual piece weigh less than 32KG's?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Has the Shipper's Declaration been signed?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Only accept shipment of the freight if ALL the answers to the above questions are YES or have been corrected.

Print Name \_\_\_\_\_ Signature \_\_\_\_\_