



PASSENGER PROPERTY CLAIM

CLAIM REFERENCE.....

Name: Mr. Mrs. Miss					
Permanent Resident Address					
Residence Telephone			Business Telephone		
Temporary Address			Telephone		
Duration of Stay					
Flight Itinerary	(Airline)	(Flight No.)	(Date)	(From)	(To)
Number of Bags Checked _____ Mass of Bags Checked _____ Mass of Bag(s) Missing _____ Baggage Tag Numbers of bags missing _____			Was excess value declared _____ YES ___ NO (Attached copy of Ticket)		
Contents of Missing Baggage are: Male Female Mixed Other Description of Missing Baggage (Chart Attached) Group _____ Type _____ Cost _____ Colour _____ Size _____ Material _____ Brand _____ Markings(Labels,etc) _____			Passenger Ticket Number _____ (Attach copy of Ticket)		
			Baggage Checked at _____ Airport Baggage Checked to _____ (City showed on tag) _____ On (Airline/Flight Number) _____ Final Destination _____ Baggage last seen at _____ Was baggage rechecked and new tag issued _____ YES _____ NO IF "YES", at what airport _____ Was baggage seen there _____ YES _____ NO		
Give particulars if original routing was changed after starting trip _____ _____					
Was Airline notified of loss immediately _____ YES _____ NO if "YES" at what office _____ Time _____ Date _____ By telephone or in person _____					
If airline was not notified, state reason of delay _____ Has loss been reported to any other airline _____ YES _____ NO If "YES" to whom _____ Any other relevant details _____					

DESCRIPTION OF MISSING PROPERTY

Item	Description	Date Purchased	Cost New	Present Value
TOTAL VALUE(local currency)				

Do you have private insurance covering this loss? _____ YES _____ NO

If "YES" furnish Name and Address of Insurance Co. _____

Was Claim lodged with Insurance Co.? _____ YES _____ NO

NOTE :

- i. Please attach your baggage tag(s) and passenger coupon of your ticket.
- ii. As all claims are subject to proof of VALUE, all documents in substantiation of amount must accompany this form
- iii. Air Botswana shall not be liable for damage to baggage or other property unless a written notice of the claim is presented to an office of Air Botswana within seven days from the date of receipt thereof. In the case of delay or loss such written notice must be presented within twenty one days from the date the baggage or other property is placed at the passenger's disposal (in the case of delay) or should have been placed at the passenger's disposal (in the case of loss)
- iv. Any right to damage against Air Botswana shall be extinguished unless action is brought within two years after the occurrence of the events giving rise to the claim.

It is expressly understood by me that the furnishing of this form and any assistance rendered to me by employees of Air Botswana are acts of courtesy and shall not constitute a waiver of any rights which may be exercised, or an admission of liability, by or on the part of Air Botswana, its employees or agents. Attached hereto are the suppliers invoices and / or other documentation to support the claim which will be further substantiated by any other information and /or documentation called for by Air Botswana all of which shall be considered to be part of this statement

I do hereby warrant the foregoing statement and those on the accompanying forms to be accurate, complete and true.

SIGNATURE OF CLAIMANT:.....DATE:.....

