



How to fill in your FedEx Airway Bill correctly

Whatever it takes

1. From

Enter the date - month first then day and your company's name and address and your FedEx Account Number.

2. To

Enter the recipient's name, phone number and full postal address.

3 - Shipment Information

This information does not replace a Commercial Invoice on shipments for which that document is required:

Total Packages, Weight, Dimensions - Enter total number, of packages and weight/dimensions.

Commodity Description - Enter complete description for each commodity and indicate if for resale or not.

Harmonized Code -

Enter the Harmonized System Tariff Number for each commodity (*this can be found on www.fedex.com*).

Country of Manufacture -

Enter the country where each commodity was produced.

Total Value for Customs -

This represents the replacement cost or selling price (even if not sold for resale) of the contents of your shipment and must equal to or greater than the 'Total Declared Value for Carriage'. This amount must agree with the value shown on the commercial invoice.

FedEx Express International Air Waybill
For shipments originating in Europe, the Middle East, Africa, and the Indian Subcontinent

Sender's Copy

1 From Please print and press hard.
Date MM/DD/YY Sender's FedEx Account Number
Sender's Name Phone
Company
Address
City State Province
Country Postal Code
Sender's VAT/TURN Number REQUIRED for Intra-European Shipments

2 To
Recipient's Name Phone
Company
Address Dept./Floor
City State Province
Country ZIP Postal Code
Recipient's Tax ID number for Customs purposes (e.g. GST/VAT/NECN, or as locally required)

3 Shipment Information For EU Only: Tick here if goods are not in free circulation and provide C.I.
Total Packages Sender's Last and Count/SAC Total Weight lbs. kg DIM in. cm
Commodity Description HARMONISED CODE Country of Manufacture Value for Customs REQUIRED
Total Declared Value for Carriage (Specify Currency) Total Value for Customs (Specify Currency)

4 Express Package Service
 FedEx Intl. Priority FedEx Intl. First Available to select locations (please see notes)
 FedEx Intl. Economy FedEx Envelope and FedEx Pak rate not available
 FedEx Europe First option for FedEx Intl. Priority Next day early morning delivery between select European locations, extra fee applies.
 FedEx 10kg Box* FedEx 25kg Box*
*For FedEx Intl. Priority and FedEx Europe First only.

5 Packaging
 FedEx Envelope FedEx Pak FedEx Box FedEx Tube
 Other FedEx 10kg Box* FedEx 25kg Box*

6 Special Handling
 HOLD at FedEx Location Available for FedEx Intl. Priority and FedEx Intl. Economy only SATURDAY Delivery Available to select locations for FedEx Intl. Priority only

7a Payment Bill transportation charges to: Enter FedEx Acct. No. or Credit Card No. below.
 Sender Acct. No. in Section 1 will be billed. Recipient Third Party Credit Card Cash Cheque
FedEx Acct. No. Credit Card No. FedEx Use Only
Credit Card Exp. Date

7b Payment Bill duties and taxes to: ALL shipments can be subject to Customs charges, when FedEx Express delivers prior to clearance.
 Sender Acct. No. in Section 1 will be billed. Recipient Third Party
FedEx Acct. No.

8 Your Internal Billing Reference (Optional) Enter sender's internal billing reference information. The first 24 characters will appear on your invoice.

9 Required Signature
Use of this Air Waybill constitutes your agreement to the FedEx Conditions of Carriage for EMEA, an extract of which is reproduced on the back of this Air Waybill, and you represent that this shipment does not contain dangerous goods. Certain international treaties, including the Warsaw Convention, may apply to this shipment and limit our liability for damage, loss, or delay, as described in our Conditions of Carriage for EMEA.
Sender's Signature: This is not authorisation to deliver this shipment without a recipient signature.
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PART 104040 EMEA Rev. 04/03 02/04-05/05 PAPER PRINTED IN U.S.A.
FedEx Tracking Number: 8547 7719 6090 Form ID No. 0460
Try online shipping at fedex.com
For Completion Instructions, see back of fifth page.
For a full version of our Conditions of Carriage, please visit our Web site at fedex.com. Non-Negotiable International Air Waybill ©1994-2005 Federal Express Corporation

4. Express Package Service

Tick the box marked FedEx Intl. Priority

5. Packaging

Select the required packaging used for shipping

6. Special Handling

(Optional) If you would like FedEx to hold your shipment at a FedEx location or would like Saturday delivery, tick the appropriate box. Saturday delivery is available to select locations for FedEx Intl. Priority only.

7a. Payment: Bill Transportation charges to

Select your desired method of payment by ticking the appropriate box. Not every option is available to all destinations.

- To bill sender; sender's FedEx Account must be provided in section 1.
- To bill recipient; enter the recipient's FedEx Account Number.
- To bill third party; enter third party's FedEx Account Number.
- To pay by credit card; enter the card number and expiry date.
- At some locations or in some pickup areas, cash is not accepted.

7b. Payment: Bill duties and taxes to

Select your desired method of payment by ticking the appropriate box. All shipments, including personal, gift and 'exempt' items, can be subject to Customs charges. If the recipient or third party fails to pay duties and taxes, the sender is responsible for payment.

8. Your Internal Billing Reference

(Optional) Enter sender's internal billing reference information. The first 24 characters will appear on your invoice.

9. Required Signature

This Air Waybill must be signed and dated by the sender or company representative.

Total Declared Value for Carriage - This represents the FedEx liability for the shipment. The amount must not exceed the 'Total Value for Customs' amount

For EU Only - Tick if goods are not in free circulation and provide C.I.

Tracking Number

You can use this tracking number to track your parcel's status on our website www.fedex.com. Simply click on the **Package/Envelope Services>track>track by tracking number** and enter this number into the box provided and click on the track button.

