

# Baggage Claim

We are very sorry for any inconvenience caused to you during your baggage transport.

The following guidelines apply to baggage claims process. All instructions concern checked-in baggage, i.e. baggage with a baggage tag with identification number that is transported in the hold of the aircraft.

Baggage claims are handled in accordance with the carrier's Conditions of Carriage and with the Montreal Convention.

## 1. Damaged baggage, damaged or lost contents of baggage

In accordance with the Montreal Convention, the passengers are obliged to report the damage of their baggage or the damage or loss of contents immediately after acknowledging; at the latest 7 days after receiving the luggage. The damage shall be reported to a handling partner of the carrier at the airport of arrival or it can be reported via the carrier's online form (see below) within the given time limit. The passengers are obliged to check their baggage and its contents immediately after arrival and report any damage in accordance with the guidelines above.

Baggage claims reported after the set time limit will not be accepted in accordance with the Montreal Convention.

For settlement, please fill the online form at <https://claim.travelservice.aero>.

### DAMAGED BAGGAGE

For the settlement, the following documents will be needed:

- a) Damage Report made at the arrival airport
- b) boarding pass
- c) baggage tag
- d) photo of the damaged baggage
- e) address of residence and bank account details
- f) proof of purchase of the damaged baggage or a certificate of its value
- g) proof or repair or a certificate of irreparability

Further information on the process of settlement will be received after filling the form. The claim can be settled with a financial compensation or a voucher for future use with the carrier. The compensation amount depends on the documents f) and g). In the case the passenger does not supply the evidence in f) and g), the passenger is offered a flat-rate compensation.

If the passenger does not supply the baggage tag, the claim cannot be accepted in accordance with the Montreal Convention.

## DAMAGED OR LOST CONTENTS

For the settlement, the following documents will be needed:

- a) Damage Report made at the arrival airport
- b) boarding pass
- c) baggage tag
- d) photo of the damaged contents
- e) address of residence and bank account details
- f) list of damaged or lost contents, date of purchase and price of items
- g) proof of purchase of the damaged or lost items

If the passenger does not supply the baggage tag, the claim cannot be accepted in accordance with the Montreal Convention.

## **2. Delayed and lost baggage**

In accordance with the Montreal Convention, the passengers are obliged to report their missing baggage immediately upon arrival to the handling partner at the arrival airport. Baggage claims reported after leaving the arrival hall of the airport will not be accepted.

The passenger is obliged to present the baggage tag for the non-delivered baggage. The carrier shall not be responsible for delay or loss of baggage if the baggage tag had not been presented when making the delay report, in accordance with the Montreal Convention.

If you do not have any information about the whereabouts of your baggage for 3 days or longer, please provide a detailed description of your baggage (brand, any specific visual aspects) and its contents. Please send this information either to the airport lost & found where you reported the delay of your baggage (the contact details can be found at the PIR's header), or to [claim@travelservice.aero](mailto:claim@travelservice.aero).

Delayed baggage is searched for 4 weeks. If the baggage is not found within this time limit, the baggage is considered lost.

For the settlement, please fill the online form at <https://claim.travelservice.aero>.

## DELAYED BAGGAGE

The request for delayed baggage expenses settlement can be made within 21 days of receiving the baggage. Claims reported after this time limit will not be accepted.

Passengers who are residents in the country they arrive to are not entitled to compensation. Compensation is not provided for delayed child carriages.

If the baggage is delayed for more than 24 hours the passenger is entitled to reimbursement of necessary purchases. The compensation is provided on the basis of receipts. Only essential purchases will be reimbursed (toiletries, underwear, clothing in the case of a longer delay etc.), up to the amount not exceeding 40 EUR per day of baggage delay (the first 24 hours of delay are not included) and up to the maximum amount not exceeding 250 EUR. Purchases of non-essential items (decorative cosmetics, luxury goods etc.) will not be reimbursed.

For the settlement, the following documents will be needed:

- a) Property Irregularity Report (PIR)
- b) boarding pass
- c) baggage tag
- d) address of residence and bank account details
- e) receipts from the necessary purchases, if the bag was delayed for more than 48 hours

### LOST BAGGAGE

The baggage is considered lost in the case it is not found within 4 weeks. If your bag has not been found within this time limit, please fill the online form.

Any reimbursements already paid to the passenger will be deducted from the final settlement. For the settlement, the following documents will be needed:

- a) Property Irregularity Report (PIR)
- b) boarding pass
- c) baggage tag
- d) address of residence and bank account details
- e) list of contents of the luggage with price, date of purchase and proof of purchase

In case the baggage is lost, the passenger may be asked to send the originals of the bills by post.

### **3. Unclaimed baggage**

The passengers are obliged to collect their baggage immediately upon arrival. The carrier shall not be liable for unclaimed baggage.

In the case an unclaimed baggage is found, it is stored with the handling agent or with the carrier up to 3 months. If the passengers do not demand their baggage within this time limit, the baggage will be discarded in accordance with all legal and ecological requirements.

If the passengers wish to collect their unclaimed baggage after leaving the airport, they should contact the handling partner at the airport of arrival. Any expenses incurred in relation to the collection of the baggage are paid by the passenger.

### **4. Limitations of carrier's liability**

The carrier reserves the right to request the documents necessary for the evaluation of the extent of the damage. If the passenger does not submit such documents, it may result in declining the claim.

The carrier shall not be liable for the damage or loss of items transported in breach of the Conditions of Carriage. The carrier shall not be liable for items removed from the luggage during a security check.

List of items that are transported in the hold luggage at the passenger's own responsibility:

- a) fragile items (perfumes, dioptric and sunglasses, contact lenses, bottles, glassware, porcelain items, water pipes etc.)
- b) perishable items

- c) medicine
- d) cash, credit and debit cards
- e) securities, stocks and shares, bonds, other commercial documents
- f) valuable items, art objects, jewellery, items made of precious metals
- g) keys
- h) passports and other identification documents
- i) data carriers, electronic devices (laptops, tablets, mobile phones, music players, cameras etc.) including accessories

The carrier shall not be liable for the damage or loss of items and luggage transported with the „limited release“ tag (mainly beach umbrellas, beach tents, other beach equipment and already damaged baggage).

The carrier shall not be liable for damage caused by the baggage's contents.

The carrier shall not be liable for damage to sport equipment unless it was declared at check-in and the sport equipment transport fee had been paid. The carrier shall not be liable for damage to bicycles that were not transported in rigid plastic packaging.

The carrier shall not be liable for damage to child carriages that were not packed or wrapped for the transport.

The limitations of the carrier's liability are set by the Conditions of Carriage and by the Montreal Convention.

## 5. Conflict resolution

Passengers who have contacted the carrier with their claim and are dissatisfied with the evaluation of their request have the right to seek out-of-court settlement through Czech Trade Inspection Authority. Comprehensive information regarding out-of-court settlements and on-line submission form are available at the website of Trade Inspection Authority