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| Aer Lingus  Central Baggage Tracing,  Arrivals Hall,  Dublin Airport, T2.  Ireland. | Tel: 1890 800147 or  Tel: +353 1 8863909  Fax: +353 1 944 6094  Email: central.baggage-tracing@aerlingus.com |
| Dear Passenger,  We apologise for the mishandling of your baggage. Please complete this questionnaire itemising the contents of your bag and post, fax or e-mail it promptly to the address given above.  Please return this form within 72 hours of reporting your baggage missing.  In order to assist in the location of your baggage and the processing of your loss report, we may transmit your personal information and the information contained in this questionnaire to our own offices, authorised agents, other carriers and service providers, data processing companies working on our behalf, insurance companies and to government agencies  If you have separate baggage insurance please inform the insurance company of your loss.  If your baggage has been returned in the meantime please ignore this form. | |

##### **Passenger Baggage Questionnaire**

|  |  |
| --- | --- |
| **Baggage File Reference No.**  (Given to you when you originally reported your baggage missing) |  |
|  |  |
| **Full Name:** |  |
|  |  |
| **Permanent Address:** |  |
|  |  |
| **Telephone Number(s):** |  |
|  |  |
| **Temporary Address:**  **(Include dates for when this address is Valid.)** |  |
|  |  |
| **Telephone Number for temporary address:** |  |
|  |  |
| **Mobile Phone Number:** |  |
|  |  |
| **Email:** |  |
| **Any other Name or Address on the Baggage:** |  |
| **Passport Number & Country of Issue:** |  |
| **Is your baggage insured?** (Yes/No) |  |
| Name & Address of Insurance  **Company:** |  |
|  |  |
| **Number of Bags still missing** |  |
|  |  |
| **Flight Number(s) and Date(s)** |  |
|  |  |
| **Baggage Tag Number(s)** |  |
|  |  |

**If you are missing more than one bag, please show which items are in which bag, on the contents page.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Colour of Bag** | **Brand Information** | **Description of Bag**  Size, Wheels, Handles, Zips, Buttons, Ribbons, Address Labels, Name Tags etc | **Does this bag contain mainly female, male or children’s belongings?** |
| Bag 1 |  |  |  |  |
| **Bag 2** |  |  |  |  |
| **Bag 3** |  |  |  |  |
| **Bag 4** |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **In Which Bag** | **Description**  **Brand**, Colour, Size, Male, Female or Child. | **Original Price** |
| **Alcoholic Beverages** |  |  |  |
| **Art**  Drawings, Paintings, Posters. |  |  |  |
| **Audio**  Radio, IPOD, MP3, CDs, Mobile phone. |  |  |  |
| **Book** –  Title.  Magazines. |  |  |  |
| **Coat**  Overcoat, anorak, raincoat. |  |  |  |
| **Computer**  External Hard Drive, USB, Laptop, Cables. |  |  |  |
| **Cosmetics**  Type of bag. |  |  |  |
| Currency  Cash, wallet, cheques. |  |  |  |
| **Dress**  Female. |  |  |  |
| **Electric**  Razor, battery chargers,  Hairdryer. |  |  |  |
| Food |  |  |  |
| Footwear  Boots, shoes, slippers. |  |  |  |
| **Headwear**  Hat, cap. |  |  |  |
| **Household**  Kitchen, utensils |  |  |  |
| **Infant**  Clothing and items. (0-3yrs) |  |  |  |
| **Item** | **Bag Number** | **Description**  **Brand**, Colour, Size, Male, Female or Child. | **Original Price** |
| **Jewellery**  Necklace, rings, broaches. |  |  |  |
| **Linen**  Bedding, Towels, Fabric. |  |  |  |
| **Mechanic**  Machinery, motor parts. |  |  |  |
| **Medical**  Orthopaedic devices, instruments, dentures, hearing aids. |  |  |  |
| **Music**  Instruments, keyboard. |  |  |  |
| **Optics**  Glasses, contact lenses, sunglasses, binoculars, telescope. |  |  |  |
| **Papers**  Documents, passport, driver’s licence, manuscript, blueprints. |  |  |  |
| **Photo**  Camera, (digital) accessories, album, photographs. |  |  |  |
| **Religious**  Religious articles, prayer rug, rosary. |  |  |  |
| **Shirt**  Blouse, t-shirt. |  |  |  |
| **Skirt** |  |  |  |
| **Sleepwear**  Nightgown, robes, pyjamas. |  |  |  |
| **Sport**  Tent, camping equipment, fishing equipment. |  |  |  |
| **Item** | **Bag Number** | **Description**  **Brand**, Colour, Size, Male, Female or Child. | **Original Price** |
| **Sportswear**  Tracksuit, jogging shoes, helmet, beachwear. |  |  |  |
| **Suit**  Blazer, tuxedo, suit coat. |  |  |  |
| **Sweater**  Jumper, cardigan. |  |  |  |
| **Timepiece**  Clock, pocket watch, stop clock, wristwatch. |  |  |  |
| **Tobacco**  Cigars, cigarettes. |  |  |  |
| **Tools**  Hardware, (non-electrical) |  |  |  |
| **Toys**  Games (non-electrical),  playing cards, doll, teddy. |  |  |  |
| **Trousers**  Jeans, slacks, shorts. |  |  |  |
| Uniform |  |  |  |
| **Video**  Video camera, recorder/player, tape, video player. |  |  |  |
| **Weapon**  Ammunition, firearms, hand weapons. |  |  |  |
| **Weather**  Umbrella, Parasol. |  |  |  |
| Any Other Items  Baggage Cart, Belt, Gloves, Underwear. |  |  |  |