

## **FEDEX AIRLINE EMPLOYEE PERSONAL SHIPPING POLICY**

As part of our interline program, FedEx offers reduced rate shipping of personal shipments to employees of airlines who have an agreement with FedEx. Shipments must be tendered at a FedEx manned location to a FedEx employee, during working hours and confirm to the requirements listed below.

### **WHO IS ELIGIBLE:**

- All permanent employees of airlines who have an agreement with FedEx, have at least 6 months of service which is determined by the individual airline agreement, and produce a valid ID issued by the airline to the FedEx employee accepting the package.
- Spouses of employees are eligible to ship at a discount. Spouses must present a valid picture ID along with a photocopy of the spouse's airline ID to the FedEx employee accepting the package.
- Dependents and other family members of airline employees may not send discounted shipments.

### **AIRBILL INFORMATION:**

- The three digit airline code, your employee number and date of hire must be entered in the reference section of the domestic airbill and international air waybill.
- To receive the airline employee-shipping rate, the signature release portion of the US airbill must be signed.

### **CLAIMS:**

- Employees may file a claim if their shipments are lost or damaged and do have the option to purchase declared value, which is not discounted.
- Employees may not request refunds under FedEx's money back guarantees.

### **DISCOUNTS:**

- Senders pay \$6.00 minimum or the airline employee discounted rate, whichever is greater, except for American Airlines retirees who pay a \$10.00 minimum.
- Packages with an actual or dimensional weight greater than 150 lbs. may not be shipped at a discounted rate.
- Only shipping charges are discounted; declared value charges and additional service or handling fees are not discounted.

### **DELIVERY ATTEMPT:**

- In the unlikely event the shipment cannot be released on the first attempt, a delivery notice is left and the shipment is held at the station for pickup.

### **INQUIRIES AND TRACING:**

Employees may call FedEx Customer Service at 1-800-GO-FEDEX if they have questions or want to open a trace about their discount shipments. Employees should be advised to call during the following hours:

- 6:00 p.m. to 8:00 a.m. Monday through Friday
- After 1:00 p.m. on Saturday
- All day Sunday

### **PAYMENTS:**

All payments must be paid for at the origin FedEx staffed facility by cash, check, or credit card. No FedEx account numbers may be assigned.

### **RESTRICTIONS:**

- Discount shipping is for personal use only. It must not be used to conduct any type of private business.
- Shipments must not exceed an aggregate weight of 150 lbs. and/or must not exceed 10 individual pieces tendered in a 24-hour period.
- Shipping privileges of abusive employees will be suspended.
- FedEx may limit package acceptance 90 minutes prior to station closing. Additional acceptance time frames may also be limited during Peak Season, which is approximately November 1 through December 25.
- Shipments travel on a space available.

### **SERVICES OFFERED FROM FEDEX EMPLOYEE STAFFED DIRECT SERVED LOCATIONS:**

- US domestic shipments: FedEx Priority Overnight, Standard Overnight, and FedEx 2Day.
- Canadian Shipments: IC Priority Overnight, IC 2Day
- International Shipments: FedEx International Priority
- All other FedEx services are available at list rates.