

Mastering the Air Waybill



1	Airline Code Number	Insert '086'
2	Airport of Departure	Enter the three letter code of the Airport of departure
3	Air Waybill Number	Enter the eight digit Air Waybill number (including the Mod-7 check digit)
4	Shipper information	The shipper's name, address, city, postal code, country and telephone number
5	Consignee information	The consignee's name, address, city, postal code, country and telephone number
6	Issuing Carrier's Agent	The Carrier's Agent name and address
7	Agents IATA Code	Enter the eleven digit IATA/Cass code (as applicable)
8	Account Number	Enter the Air NZ Account number (as applicable)
9	Airport of Departure	Enter the name of the departure airport (and requested routing if applicable)
10	To (by first carrier)	The Destination Airport code, or that of the first transfer airport
11	By first carrier	Enter the name of the first carrier (full name or two-digit code)
12	To (by second carrier)	The Destination Airport code, or that of the second transfer point
13	By (second carrier)	Enter the two-digit carrier code for the second carrier
14	Currency code	Enter the ISO three-letter currency code applicable to the AWB
15	Charges Codes	Enter 'PX' for prepaid on account, or 'PP' for prepaid cash
16	Weight/Valuation Charges	Insert 'X' in the PPD field
17	Other Charges	Insert 'X' in the PPD field (as appropriate)
18	Declared Value for Carriage	Enter 'NVD'
19	Declared Value for Customs	The declared value for customs. If no value declared, enter 'NCV' or leave blank
20	Airport of Destination	Enter the name of the destination airport
21	Amount of Insurance	Enter 'XXX'
22	Handling Information	Only clear and concise information as required by the carriers shall be inserted (Please note not guaranteed)
23	Number of Pieces/RCP	Enter the number of pieces, or Rate Combination Point (as required)
24	Gross Weight	Insert the Gross weight of the pieces for the applicable rate-line. When a ULD(s) is used, enter the tare weight(s) as applicable on additional 'X' rate-class line(s). Note: only similar ULD types can be grouped on one rate-line
25	Weight indicator	Enter 'K'
26	Rate Class	Enter one of the following codes (as appropriate): 'M' – Minimum charge 'N' – Normal Rate 'Q' – Quantity Rate 'C' – Specific Commodity Rate 'R' – Class Rate Reduction 'S' – Class Rate Surcharge 'U' – ULD, basic charge or Rate 'E' – ULD, additional (Pivot) Rate 'X' – ULD, additional information
27	Commodity Item Number	Complete this box as follows: a/ When an SCR code applies, enter the 4-digit code (applicable to 'C' and 'U' rate class only) b/ When a Class Rate Surcharge or Reduction applies, enter the percentage adjustment preceded by the Rate Class to which it applies (e.g. A 33% reduction on the Normal shall be expressed by N67) c/ When a ULD(s) Rate applies, enter the ULD Rate Class type
28	Chargeable Weight	Insert the chargeable weight applicable to the rate-line
29	Rate/Charge	Enter the applicable Rate or Charge
30	Total	Enter the total charge applicable to each rate-line
31	Nature and Quantity of Goods	Complete this box as follows: a/ Enter the description of the goods as applicable for each rate-line b/ Enter the dimensions of the goods (not applicable for cargo in intact ULD(s)). If the dimensions are not known, insert 'No Dimensions Available' c/ When a ULD(s) is used, the ULD identifier(s) (e.g. PMC12345NZ) shall be inserted on the 'X' rate-line d/ For ULD-loaded consignments; when the number of pieces indicated in box (23) is different from the actual number of pieces, the actual number of pieces shall be shown as "...SLAC" (shipper's load and count). This should be shown on a blank line immediately above its corresponding ULD identifier ('X') line
32	Total Number of pieces	If there is more than one rate-line, enter the sum of the number of pieces
33	Total Gross Weight	If there is more than one rate-line, enter the sum of the Gross weight
34	Total (Charges)	If there is more than one rate-line, enter the sum Total (Weight) Charges
35	Prepaid Weight Charge	Transpose the Total Weight Charges into this box
36	Other Charges due Agent	Enter any 'other charges' due Agent. These should be specified in the box to the right using correct codes
37	Other Charges due Carrier	Enter any 'other charges' due Carrier. These should be specified in the box to the right using correct codes
38	Total Prepaid Amount	Enter the sum total of the Air Waybill charges
39	Shipper's certification	Signature of the shipper or his agent (printed, signed or stamped)
40	Execution Date	Enter the execution date for the AWB in sequence day, month (alphabetical) & year. (Month can be abbreviated)
41	At (place)	Insert the place of AWB execution (Airport or City)
42	Issuing Carrier or Agent	Enter the signature of the issuing Agent
43	Product Code	Insert the requested Air NZ 'Product Code'

When AWB information is transmitted electronically via FWB, that data must replicate the AWB. Any changes to AWB must be reflected in an updated FWB message.