

International Lost & Found Services



ATTENTION: Please ask before you place this order, the costs of shipping, because these are not included in the fees from the airport !!!

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Owner of lost property item / Invoice recipient: (please BLOCK WRITING)

Company	VAT ID number (only at companies with foreign domicile!)	Surname (resp. kontakt name at companies)	First name	Passport number from owner of the lost property
Street	City	Postal / ZIP code	Country	State
add. address information 1		add. address information 2		
phone number with country code (with 00 or +)	mobile-number	fax	e-mail	

Pick up address / Airport

Airport Hamburg (lost and found department / Welcome Office)	Airport Hamburg (baggage tracing by AHS)	Airport Hanover (lost and found department)
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Pick up address / Hotel or car rental Hamburg

Name of Hotel or car rental	contact person (Mr. or Mrs.)	Street	ZIP code	City	Phone
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consignee / delivery address: (please BLOCK WRITING)

Company	VAT ID number (only at companies with foreign domicile!)	Surname (resp. kontakt name at companies)	First name	Passport number from owner of the lost property
Street	City	Postal / ZIP code	Country	State
add. address information 1		add. address information 2		
phone number with country code (with 00 or +)	mobile-number	fax	e-mail	

Details lost property item(s)

description	quantity	approx. weight in kg	For suitcases please approx. dimensions (cm):	length /	width /	height
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Shipping method with approx. shipping time (ST)

BBS Consolidated ST 1 up to 3 weeks	BBS Express ST DE: approx. 1-2 business days / from 8:00am til 1:00pm ST EU: approx. 1-4 business days by end of business (EOB) ST WW: approx. 2-5 business days by end of business (EOB)	BBS Priority Express ST DE: approx. 1-2 business day / from 8:00 til midday ST EU: approx. 1-4 business days / from 8:00 til midday/2:00pm ST WW: approx. 2-5 business days / from 8:00 til midday/2:00pm	BBS Priority Morning Express ST DE: approx. 1-2 business days / from 7:00 til 10:00am ST EU: approx. 1-4 business days/ from 7:00 til 10:00am ST WW: approx. 2-5 business days / from 7:00 til 10:00am
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Optionen

higher liability (when value of lost property item is higher than € 500) Additional charge: 1,5% of the declared value + VAT (e.g.: value € 1.000 x 1,5%+VAT =€ 17,85)	Desired value for the higher liability: € _____	Delivery on a Saturday (if available at the final destination!) and only possible in the service BBS Priority Express! Additional charge: DE: € 30,- / WW: € 90,-
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way of payment

cash (by C.O.D. only DE + EU (+ € 15,- & EU +€ 30,-) / payment by credit card (possible for

Attention: When paying by credit card, you will receive a link to our online payment partner **Concardis** from our accounting department during the processing. Therefore, please ensure that the client or the alternative payer can be reached at any time at the named email address in order to be able to complete the payment process promptly. This is the only way to guarantee on-time delivery in express delivery.

if different holder for credit card payments

Name of card holder:	e-mail of card holder:
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Customer signature (With his signature the undersigned accepts the terms and conditions (AGB) of BBS and authorises BBS to charge all incurred costs to the above mentioned credit card or bank account, even costs which incur if the recipient declines to accept delivery and/or if the shipment is returned to sender after several failed delivery attempts). 	Date	International Lost and Found Service by BBS-Baumann Business Services / Owner Peter Baumann Berliner Allee 1 • 22850 Norderstedt Web: www.LAF.Hamburg • e-Mail: support@laf-service.com ☎ +49 (0) 40 - 51 31 51 61 • 📠 +49 (0) 40 - 51 31 51 62
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Terms and Conditions of carriage (as of January 2019)

1. With the return of this document the customer enters into a contract with BBS-Baumann Business Services (here after referred to as "**BBS**").

To fulfil this contract BBS will, at their own expense, enter into a contract of carriage with a reputable shipping company. The general terms and conditions of this shipping company, which can be viewed under AGB, form part of the contract between the customer and BBS. By returning this form the customer confirms to have read the general terms and conditions of the shipping company on www.LAF.Hamburg and acknowledges their validity in respect to BBS. If the shipping company is named in these terms and conditions, it is as if BBS was named in them instead.

2. Apart from that, the General German Haulage Conditions (ADSp) apply in their current version at the time of the contract signing (except paragraph 29 of ADSp).

BBS is excluded from any liability arising from damages, loss or delay of goods and mail-like consignments (documents, passports etc.), unless BBS has acted gross negligent or with intent. For damages to other goods, BBS's liability is restricted to 2 special rights per kilogram.

3. All dangerous or prohibited goods (alcohol of any kind, products containing alcohol e.g. perfume and/or fragrances (in any quantity), cash, prescription drugs or any other goods prohibited by the chosen shipping company), discovered on collection of the lost items will be, if applicable, separated from the lost goods and disposed of, free of charge, cash will be offset. Any surplus funds will be transferred to the owner's bank account.

4. The customer is liable for any costs or damages incurred due to the customer providing incorrect and/or incomplete information (e.g. recipients address) as well as failing to assist with the delivery (e.g. not present at time of delivery). This also applies, if the customer fails to notify BBS of any special packaging requirements needed.

5. The aforementioned limitations of liability and the liability limitations contained in the attached terms and conditions of the named shipping company do not apply to customer claims for damages due to injury, health or essential contractual obligations and not for claims from product liability.

Furthermore, the limitations of liability do not apply, if the damage can be directly attributed to an omission, a deliberate or gross negligent action with the knowledge that damage is likely to occur by BBS or the shipping company, one of its employees or any other subcontractor appointed by BBS or the carrier.

6. The laws of the Federal Republic of Germany apply with the exception to references to other legal systems. The place of jurisdiction is BBS's place of business.

Read & accepted / legally binding signature

City & date