

Animal Acceptance Checklist



VIRGIN AUSTRALIA – CARGO

Owner/Authorised Representative to Complete

Date of Lodgement: _____ **Airway-Bill Number (AWB):** _____

Flight Number: _____ **Destination:** _____

Owners Details

Passenger Pet: YES NO **PNR/Ticket Number:** _____

Name: _____ **24 Hr Contact Telephone No:** _____

Address: _____ **State:** _____ **Post Code:** _____

Suburb: _____ **Email:** _____

To Be Completed by Owner/Authorised Representative (tick appropriate answer)

Animal Breed:	Pet Name:	Gender: Male/Female	Age:
Is the animal of a Virgin Australia defined Brachycephalic/snub nosed breed (including cross breeds)? <input type="checkbox"/> YES <input type="checkbox"/> NO Refer to the Virgin Australia website for a defined breeds list	If yes, the authorised representative acknowledges that the animal has been booked, prepared and delivered by a VAC 'Approved Brachycephalic Pet Travel Specialist'. The movement is in line with the travel specialist policies and approval criteria.	Brachycephalic Pet Travel Specialist Representative Acknowledge	<input type="checkbox"/> YES <input type="checkbox"/> NO
Is the Brachycephalic/snub nosed breed confirmed to be collected upon arrival by an agent of the Approved Brachycephalic Pet Travel Specialist? <input type="checkbox"/> YES <input type="checkbox"/> NO			
Is the animal pregnant, sick or injured? <input type="checkbox"/> YES <input type="checkbox"/> NO	If yes, a veterinary certificate must be provided stating the animal's wellness and stating the animal(s) is/are fit for transportation, ensuring the veterinary certificate was issued within 14 days of travel.	Certificate Provided	<input type="checkbox"/> YES <input type="checkbox"/> NO
Does the animal have any pre-existing medical conditions? <input type="checkbox"/> YES <input type="checkbox"/> NO	If yes, please specify below:	Owner/Authorised Representative acknowledges pre-existing medical condition may increase risks factors	<input type="checkbox"/> YES <input type="checkbox"/> NO
Animals between 8-12 weeks <input type="checkbox"/> YES <input type="checkbox"/> NO	Due to possible dehydration for animals between 8-12 weeks, a veterinary certificate is required confirming the animal's wellness and stating the animal(s) is/are fit to be transported, ensuring the veterinary certificate was issued within 14 days of travel.	Certificate Provided	<input type="checkbox"/> YES <input type="checkbox"/> NO
Is the animal over the age of 12 years? <input type="checkbox"/> YES <input type="checkbox"/> NO	If yes, a veterinary certificate is required confirming the animal's wellness and stating the animal(s) is/are fit to be transported (or wording to similar effect), ensuring the veterinary certificate was issued within 14 days of travel.	Certificate Provided	<input type="checkbox"/> YES <input type="checkbox"/> NO
Has the animal been sedated? <input type="checkbox"/> YES <input type="checkbox"/> NO	If yes, owner/authorised representative accepts at their risk.	Owner/Authorised Representative Acknowledge	<input type="checkbox"/> YES
Does the animal meet all local quarantine and worming requirements for entry into the destination? <input type="checkbox"/> YES <input type="checkbox"/> NO	The owner/authorised representative acknowledges all local requirements have been met.	Owner/Authorised Representative Acknowledge	<input type="checkbox"/> YES
Is the container suitable for the animal? (See point 4. below and the traveling with Domestic Pet Travel Guide) <input type="checkbox"/> YES <input type="checkbox"/> NO	The owner/authorised representative acknowledges that the container meets all required group and governing body standards.	Owner/Authorised Representative Acknowledge	<input type="checkbox"/> YES
Does the owner/authorised representative give Virgin Australia Cargo Pty Ltd and its related bodies corporate ("VA Group") permission to provide water for the pet during all phases of transport? <input type="checkbox"/> YES <input type="checkbox"/> NO	If no, owner/authorised representative acknowledges that no water will be provided during transport.	Owner/Authorised Representative Acknowledge	<input type="checkbox"/> YES

Owner/Authorised Representative Declaration

As the owner/authorised representative of the animal described above, I make the following declarations to Virgin Australia Cargo Pty Ltd and its related bodies corporate ("VA Group"):

<ol style="list-style-type: none"> 1. It is my responsibility to determine whether the animal is suitable to travel on the journey for which I am lodging the animal for carriage; and 2. I am not aware of any reason that the animal should not undertake the intended journey, such as ill-health or aggressive behaviour that may put the animal or others in danger; and 3. I will comply with all applicable laws, including the IATA Live Animals Regulations, and Government Quarantine Regulations which govern the importation and exportation of animals; and 4. I will ensure that the animal's transport container complies with all regulatory requirements and requirements of the VA Group, including in relation to size so that the animal has sufficient room to stand up, turnaround and lie down without restriction; and 5. I understand and accept that the transport of the animal by air has inherent risks, including an increased risk of mortality. Environmental conditions such as temperature, humidity and air density changes can occur in transit, departure or arrival ports. This may have a significant effect on the health and well-being of the animal, including increasing breathing difficulties in some breeds such as Brachycephalic and 6. I acknowledge that full or cross breed brachycephalic animals (e.g short-head /snub nosed breeds) are subject to breathing difficulties; and 7. I acknowledge that the VA Group strongly recommends that brachycephalic animals (eg short-head/snub nosed breeds) or other animals that are prone to breathing difficulties are not lodged for transport if weather conditions are forecast to be hot and/or humid at any point of the journey; and 	<ol style="list-style-type: none"> 8. I acknowledge that the animal will not be accompanied or supervised, and I accept that the VA Group may not have the expertise or ability to access veterinary services or identify risks to the animal's health or well-being throughout the animal's journey. In full knowledge of the matters set out above, I request the VA Group to transport the animal from the origin to the destination noted above. 9. I indemnify the VA Group for any losses, costs or expenses that may arise (directly or indirectly) in connection with: <ol style="list-style-type: none"> a. any failure to comply with my responsibilities outlined above, including to the extent the failure contributes to any injury to or death of the animal; and b. the animal breaking out of its container, including any personal injury or property damage suffered by the VA Group, its personnel or any third party. 10. I agree that the VA Group will not be liable for incidental, special or consequential damages, including but not limited to damages for emotional distress and other non-economic loss in connection with the animal or its carriage. 11. I agree that the VA Group will not be liable for any loss, damage or expense arising from: <ol style="list-style-type: none"> a. death of any animal due to natural causes; or b. death or injury of any animal caused or contributed to by: <ol style="list-style-type: none"> i) the conduct or acts of the animal itself or of other animals, such as biting, kicking, gnawing or smothering; ii) environmental conditions; or iii) the nature, age, breed, condition or propensity of the animal. 12. I acknowledge that VA Group may decline to accept the animal for carriage if concerned about the condition of the animal or its container.
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Owner/Authorised Representative Signature: _____ **Date:** _____ **Time:** _____

Animal Acceptance Checklist



VIRGIN AUSTRALIA – CARGO

Acceptance Agent to Complete

Virgin Australia Checklist <i>(tick appropriate answer)</i>			
Consignment/AWB No:	Paid Animal Weight (AVIP Only): \$	Actual Gross Weight:	KG
<u>Aircraft Restrictions</u>			
a. All aircraft in the routing have been verified for container size and weight compatibility?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
b. Are any of the sectors operated by an A320 aircraft? If so, AVI cannot be uplifted on planned sector due to the A320 does not have heating within the cargo hold. Contact CCC immediately.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
<u>Documentation</u>			
a. Has the owner or authorised representative provided a veterinary certificate confirming the animal's wellness and stating the animal is fit for transportation and the veterinary certificate was issued within 14 days of travel.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
b. Are the shipper and consignee's name, contact information clearly marked on the AWB?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
<u>Breed, Age, Quantity and Sedation of Domestic Animals</u>			
a. Has the animal been declared as a Brachycephalic breed?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
i. If yes, has the booking been cross-checked in iCargo to ensure the AVI is travelling on a Brachycephalic Pet Transport Specialist account (<i>Approved Brachycephalic Pet Transport Specialist list located on the Virgin Australia website</i>)? - If yes, accept the movement <u>If no, reject the shipment and contact the CCC immediately</u>	<input type="checkbox"/>	<input type="checkbox"/>	
	ACCEPTED	REJECTED	
b. Is the type of dog or cat a restricted breed (outlined in the VAGP A20: <i>Cargo Operations Manual</i>) for transport on the Virgin Australia Airlines Group? If so, reject the shipment and contact CCC immediately.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> N/A
	ACCEPTED	REJECTED	
c. Has the consignor presented multiple animals for uplift in the same container? If yes, proceed to below:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
ii. <u>Adult Animals</u> – Are there a maximum of 2 animals with comparable size and up to 14 KG each?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
OR			
iii. <u>Animals up to 6 months old</u> – Are there a maximum of 3 animals from the same litter and up to 14 KG each?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
d. Has the owner or authorised representative declared the animal over the age of 12 years? If so, have they provided a veterinary certificate confirming the animal's wellness and stating the animal is fit for transportation and issued within 14 days of travel date?	<input type="checkbox"/> YES	<input type="checkbox"/> N/A	<input type="checkbox"/> REJECTED
e. Does the dog or cat appear alert/free from sedation? If sedated, owner/representative accepts to transport at their risk (Sedation must indicate on the airway-bill or consignment note)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
f. Has the owner or authorised representative declared the animal is between the age of 8 - 12 weeks? If so, has the owner/representative provided a veterinary certificate confirming the animal's wellness and stating the animal is fit for transportation and issued within 14 days of travel date?	<input type="checkbox"/> YES	<input type="checkbox"/> N/A	<input type="checkbox"/> REJECTED
<u>Other Regulations and Policies</u>			
a. Have the requirements in the current Live Animal Regulations (LAR) have been verified for age and container requirements?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
b. Is the animal in good physical condition to travel? <i>(If the animal appears distressed or aggressive, do not accept the animal)</i>	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
c. If the animal is pregnant, is there a veterinary certificate showing it is fit to travel without risk of giving birth while travelling?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
<u>Container Check</u>			
a. Does the container allow the animal to stand, turn and lie down in a natural manner?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
b. Are absorbent materials such as newspaper or blanket on the container floor?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
c. Is the container secured in-line with company policy (Reference SOP 3305)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
d. Ensure all leads and harnesses have been removed from the animal?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
e. Ensure the inside of the container is free from any foreign objects such as leads, toys, etc.	<input type="checkbox"/> REJECTED	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
f. Is it a wire container that is being presented?	<input type="checkbox"/> REJECTED	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
g. Are any and all wheels removed from the bottom of the container?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
h. For wooden containers, are all door mechanisms twisted to secured position?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
i. Is there a water dish attached and accessible without opening the container?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
j. Is water or ice present in water tray?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
k. Is only minimal bedding present in container?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
l. Is the container secured by metal bolts or screws on each side of the container?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
<u>Labelling</u>			
a. Are Virgin Australia Domestic Destination labels affixed to the container as required? (<i>Only applicable to Domestic</i>)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
b. Are Virgin Australia 'PAX On Board' label been affixed? (<i>Only applicable to Domestic</i>)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
<u>iCargo (Domestic Only)</u>			
a. Has the AWB been executed?	<input type="checkbox"/> YES		
b. Has the AWB been accepted?	<input type="checkbox"/> YES		
c. Has the AWB been manifested?	<input type="checkbox"/> YES		

Port/Location of Acceptance:

VA Acceptance by (print name):

Signature:

Date:

Time: