

aacargo.com Company Agreement

V. 8.1

Prepared by
American Airlines Inc.
American Airlines Cargo Division
Last revised, January 2017

This documentation is the confidential and proprietary intellectual property of American Airlines, Inc. Any unauthorized use, reproduction, preparation of derivative works, performance, or display of this document, or software represented by this document, without the express written permission of American Airlines, Inc. is strictly prohibited. American Airlines, the American Airlines Cargo logo design, Flight Symbol logo and Product Name are trademarks and/or service marks of American Airlines, Inc. All other trademarks, service marks, and trade names are owned by their respective companies.

Register for aacargo.com

By registering for the secured section of aacargo.com, you will gain access to information and features not available to the general public. These features include:

- **Booking**
24/7 access to online booking that provides instant space availability results and helps plan your shipment.
- **User Management**
Add a new member of the team to your console and enjoy greater control of your organization's shipping process by getting a bird's-eye view of your entire team.
- **Enhanced Tracking**
Get the status of your shipment from takeoff to landing and stay informed every step of the way.
- **Accounting**
View, approve and pay your invoices online.

Designate Your Super Administrator

The sensitive nature of information available on aacargo.com requires a certain level of security be maintained, even within your own company. Therefore, you must designate a person of authority to serve as "Super Administrator". This person will be responsible for creating and maintaining User IDs and access levels for your employees. They will also be responsible for determining which of your company's PAL numbers each User will have access to when making bookings or tracking shipments. Use the form on page 3 to identify this key person within your organization. Once we receive this form, your Super Administrator will be contacted and provided the information needed to assign secured access to your operation worldwide.

Terms and Conditions

By using the secured section of aacargo.com ("the Site"), you, and those you authorize to use the Site on your company's behalf, agree to be bound by the Terms and Conditions governing the use of the Site. American Airlines may revise the Terms and Conditions from time to time, and those revised Terms and Conditions will apply to your future use of the Site. Therefore, we suggest that you periodically visit the Terms and Conditions page of the Site to review the current provisions of the agreement. The Site Terms and Conditions are available for review at aacargo.com/site/terms.html.

Super Administrator User ID Request and Agreement

Please email or mail the completed signed agreement to one of the following:

Email

aacargo.helpdesk@aa.com

US Mail

aacargo.com Webmaster
 American Airlines Cargo
 P.O. Box 619616
 MD 4401
 DFW Airport, TX 75261-9616

Overnight Delivery

aacargo.com Webmaster
 American Airlines Cargo
 4255 Amon Carter Blvd
 MD 4401
 Ft. Worth, TX 76155

I _____, with _____
 (Company Authorized Representative) (Company Name)

holding the position of _____, authorize American Airlines, Inc. to allow
 (Company Name)
 the Super Administrator listed below to grant and revoke access to other employees within this company to the secured section of the aacargo.com web site.

By signing this document, I agree that the information for the Super Administrator as set forth below is correct and accurate.

Super Administrator Required Information

 Name (Please Print)

 Company Name

 Company Street Address

 Work Phone Number

 Address

 FAX Number

 City, State, Zip/Postal Code

 Email Address

 Country

 PAL Number (If known)

 Type of Business (i.e. Forwarder, Perishable, etc.)

 Closest Shipping Location (3-Digit Airport Code)

Select one:

- ☐ I am replacing the existing Super Administrator, _____.
☐ This is a new Company Agreement. (Name of Super Administrator to be replaced)

Select one:

- ☐ This Super Administrator is to be responsible for all of my company's locations.
☐ This Super Administrator is to be responsible for only for the above-listed country.

I have read and agree to the terms of this Agreement and the company and its employees agree to use the Site and related service in accordance with the posted Terms and Conditions. I agree that Super Administrators shall only be authorized to set up accounts for those users who have legitimate business needs to access the Site, and who are doing so consistent with the purposes for which the Site is made available by American Airlines, Inc.

 Company Authorized Representative Signature

 Title

 Email Address

 Date

aacargo.com

© 2001-2017, American Airlines, Inc. All rights reserved.

Page 3

v.8.1