

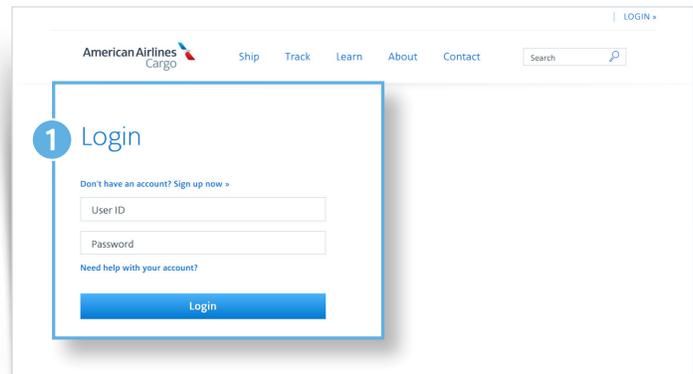
# Passive Temperature Controlled (TC) Booking Guide

We've made creating passive temperature controlled bookings (Passive TC) simple with our new online booking capability. Follow these simple steps to create your Passive TC booking on aacargo.com.

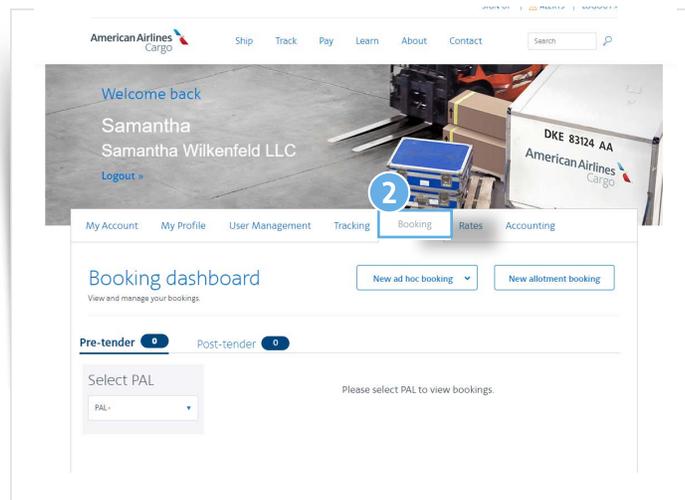
## Let's get started!

### Step 1

- 1 Log in to [aacargo.com](https://aacargo.com)



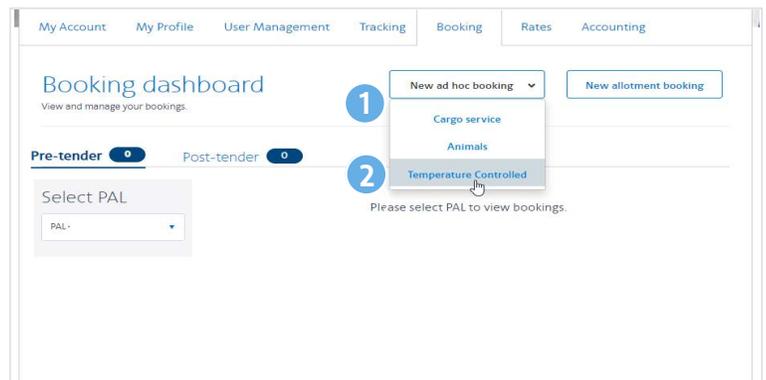
- 2 From the home page, select the Booking tab.



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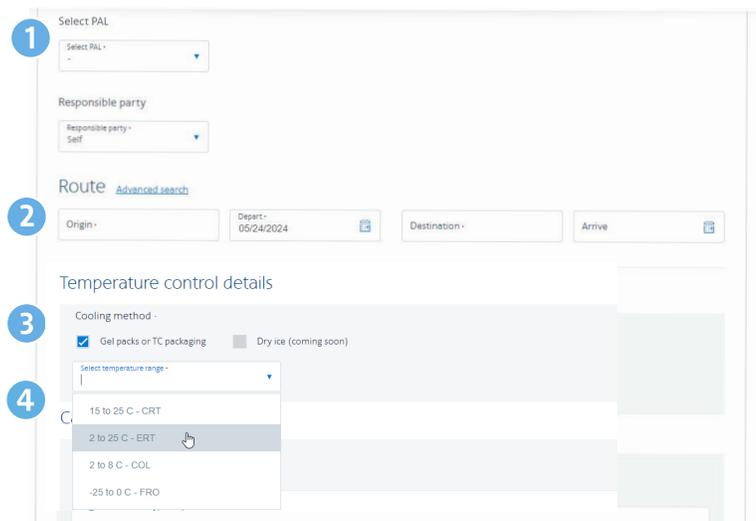
## Step 2

- 1 Click "New ad hoc booking" button.
- 2 Choose TemperatureControlled



## Step 3

- 1 Choose a PAL and responsible party from the drop-down menus.
- 2 Enter origin, departure date, and destination.
- 3 Choose your cooling method. Currently gel packs/ TC packaging are available. Dry ice will be available soon.
- 4 Choose the desired temperature range for your shipment from the dropdown.



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## Step 4

- 1 Be sure to choose Metric or US / Imperial dimensions before filling out TC shipment details.
- 2 Choose your Temperature Controlled commodity from the dropdown list.
- 3 Choose Bulk or Containerized, indicate if the shipment can be tilted.
- 4 Input the pieces, weight and dimensions of your bulk shipments, or the type, weight and number of containers.
- 5 When all required fields are complete, click the "Search for capacity" button.

The screenshot shows a web form titled "Cargo details" with the following elements:

- 1** A "Metric" dropdown menu set to "US".
- 2** A "Commodity 1" section with a dropdown menu showing "PASSIVE TEMPERATURE CONTROLLED SP" and a "handling code" dropdown set to "PIP".
- 3** An "Item 1 - Bulk" section with radio buttons for "Bulk" (selected), "Containerized", and "Tiltable".
- 4** Input fields for "# of Pieces" (3), "Total weight" (333 kg), "Length" (66 cm), "Width" (55 cm), and "Height" (44 cm).
- 5** A blue "Search for capacity" button at the bottom right.

Other visible elements include an "Add commodity" button, a "Promotion code" input field, and an "Add item" link.

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## Step 5

- 1 Available TC shipping options will be presented. Click to choose a routing.
- 2 After a routing has been chosen, input the Shipper and Consignee information.
- 3 Complete Emergency Contact information. An emergency contact is required for TC shipments.
- 4 Manually input an air waybill (AWB), or let the system assign you an AWB from your AWB stock.
- 5 Add any additional email addresses to receive shipment notifications.
- 6 Click "Reserve booking" button.

1

Route selection

Choose a flight and corresponding product from the list provided below

Sort by

Route options  Nonstop routes only  Exclude trucks  Show specified dates

DFW to ORD

ExpeditoTC Premium TC service

Jun 2, 2024 05:00 Jun 2, 2024 07:21

02h 21m Nonstop

\$84

2

Participant information

This information is required before tender:

Shipper

Full: 01347900 Name: MAX GLOBAL LOGISTICS 1 Address 1: 1234 LAKE DR Address 2: STE 503

City: COPPELL Country: US State: TX Zip/Postal Code: 75019

Phone: 800-938-1111 Email: maxglobal@max.com

Consignee

PAL Name: SAM WILKES Address 1: 154 MAIN Address 2:

City: CHICAGO Country: US State: IL Zip/Postal Code: 23432

Phone: 4959593939 Email: sam@wilkes.com

3

Emergency Contact Information

Name: Sam Wilkes Phone: 4959593939 Email: sam@wilkes.com

4

Air waybill number

Choose how to assign this number now. The number cannot be changed after reserving.

Manually assign a number.  Automatically assign next available number

DDI: AWB Number:

5

Notification emails

⚠ If you would like the Shipper and Consignee to receive email notifications about this shipment, please add the email addresses below, so they receive notifications of Booking and AWB status.

Email:

[Add another recipient](#)

Fair Booking Policy

Failure to show by shipment cut off time will result in a fee of \$200. Cancellations or changes prior to cut off time will not incur a fee. The policy will not apply to Live Animals, Human Remains and PPS shipments.

For more information, visit [aacargo.com/rates](https://aacargo.com/rates) Ⓢ If you have any questions, please contact your local sales representative.

By reserving this booking, I accept the terms and conditions of the fair booking policy stated above.

6 Reserve booking

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## Step 6

- 1 Your booking status will be displayed on the screen, along with all your booking details.

The screenshot shows a booking summary for a confirmed booking. The booking status is "Confirmed" and the PAL number is "DFW - 09876543". The air waybill number is "001 - 12345678". There are buttons for "Edit booking", "Create eAWB", and "Add document(s)".

**Route selection**

Flight	Segment	Depart	Aircraft
AA 0020	DFW to LHR	Jun 12, 2024 16:40	773W

**Estimated cost & fees**  
\$136752  
Estimated costs and fees are liable to change.

Code	Item	Est. Cost
VS	Airfreight fee	\$ 5722

**Shipment details**

Total pieces	Total weight	Chargeable weight	Total volume
4	444 kg	444 kg	0.799 m <sup>3</sup>

- 2 View and manage all your bookings on the Booking Dashboard.

The screenshot shows the "Booking dashboard" with options for "New ad hoc booking" and "New allotment booking". It displays a list of bookings with filters for "Pre-tender" (2) and "Post-tender" (0). The list includes two bookings:

- Missing eAWB**  
001-99999999 ExpediteFS  
AVOCADOS  
DFW to LHR  
Jun 4, 2024 16:55 | Jun 5, 2024 08:05  
Status: Confirmed (Departs: 1 day)
- Missing eAWB**  
001-12345678 ExpediteTC  
PASSIVE TEMPERATURE CONTROLLED SHIPMENTS - OTHER  
DFW to LHR  
Jun 12, 2024 16:40 | Jun 13, 2024 08:00  
Status: Confirmed (Departs: 9 days)