

Name & Last Name _____ Phone _____

Home Address _____ Country of Residence _____

File Reference _____ Bag Tag _____

LUGGAGE DESCRIPTION

TYPE	BRAND	COLOUR	MATERIAL	POCKETS	ZIPPER	WHEELS	STRAPS	COMB.LOCK

DESCRIPTION OF CONTENTS

Please fill in one form for the contents of each piece of baggage, in order to help us do a more exhaustive search.

Example

	Items	Quantity	Description (material, colour, brand, books title, gender, size, ect...)
1	Trousers	2	cotton "Lewis": 1 blue man size L; 1 beige woman size S
3	Uniform (man/woman)		
3	Art		
3	Mechanic		
3	Optics (spectacles, sunglasses)		
3	Currency		
3	Religious		
3	Music		
3	Tools		
2	Books		
2	Computer		
2	Tobacco, smoking accessories		
2	Alcohol		
2	Toys		
2	Electric		
2	Timepiece		
2	Headwear		
2	Nature		
2	Hair		
1	Medicines		
1	Papers		
1	Photographic equipment		
1	Topcoat, overcoat etc		
1	Dresses, skirts		
1	Suits (man/woman)		
1	Newspapers, magazines		
1	Footwear		
1	Shirts, blouses, T-shirt		
1	Cosmetics, perfumes		
1	Audio		
1	Razor (electric/battery-operated)		
1	Gift		
1	Sweaters, Cardigans		
1	Food		
1	Trousers (man/woman)		
1	Sportswear		
1	Infant clothing and accessories		
1	Sport		
1	Hairdryer, electric curler		
1	Linen		
1	Jewellery		
1	Household		
1	Nightwear, dressing-gowns		
1	Video		
1	Other items		

With the exception of flights to/from USA, Alitalia is not liable for loss of goods that are not allowed to be included into passenger baggage as, merely for example and not exhaustively: valuable, fragile, perishable goods and items, money, jewellery, precious metal, silverware, medicines in excess with regard to personal needs, computers and their equipment, electronic/video devices for personal purpose, cameras and their accessories, VCRs, negotiable papers, securities or other valuables (such as stocks and shares), business documents, passports and other identification documents or set of samples, relics, antiques, according to the General Conditions of Carriage Passenger and Baggage.

1 NOTICE AND CONSENT FOR THE PROCESSING OF PERSONAL/SENSITIVE DATA

Leg. Dec. N. 196 of 30.06.2003

Dear Sir/Madam,

We take this opportunity to inform you that the carrier Alitalia, Air One, as Data Controller under the provisions set forth by law, for the purpose of processing personal data, shall collect and process your personal and/or sensitive data in full compliance with the principles of fairness, lawfulness, transparency and protection of your privacy and rights.

We therefore ask for your acceptance to process your personal data, including any sensitive data, in order to process all the requests reported in this complaint form.

Your data shall be kept at the offices of Alitalia Compagnia Aerea Italiana S.p.A. or Air One S.p.A. and only for the period of time strictly necessary to perform the requested service. Moreover, we remind you that it is not mandatory to provide your personal data to Alitalia or Air One S.p.A. for the purposes set forth herein. However, **your refusal to provide your personal data or approval for the processing shall preclude Alitalia Compagnia Aerea Italiana S.p.A. or Air One S.p.A. from providing the requested service.** Finally, you may contact the Data Controller and/or the Data Processor for the activities described in this Notice, at the registered office: Alitalia - Air One in in Fiumicino (RM) Piazzale Amerigo da Schio Palazzina RPU at your convenience to exercise any of the rights afforded to you under Article 7 of Legislative Decree 196/2003, n. 196.

Date _____

Signature _____