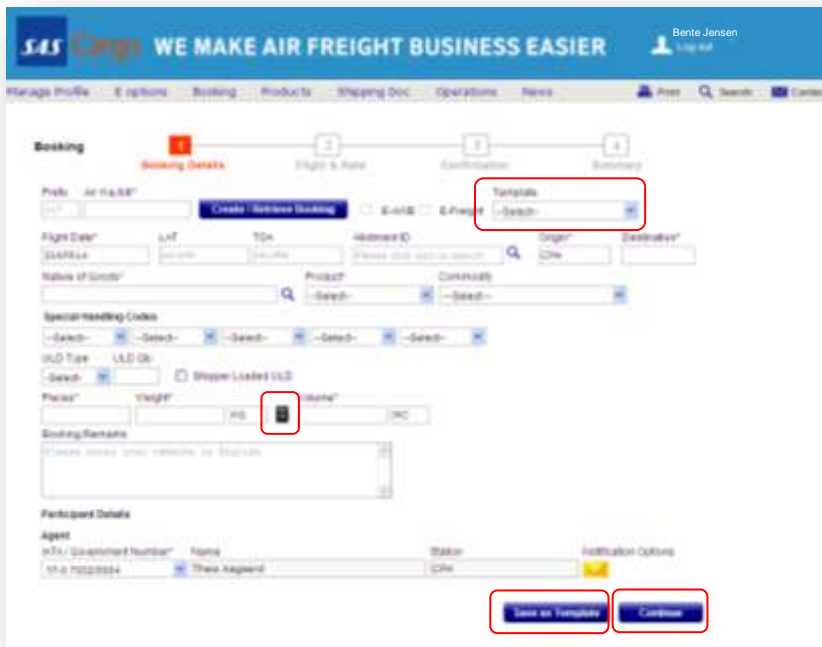


Login to sascargo.com, go to **Booking** in the navigation bar, and select **Create/Retrieve Booking**.

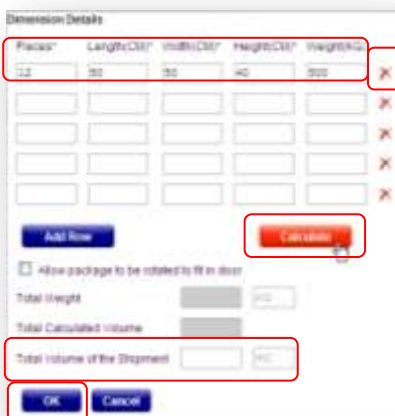


Step 1 – Booking Details

Insert all the booking details relating to your shipment. For recurrent shipments, you can save your booking information as a **Template** and use it later to save time. Click on **Save As Template**.



When you enter the **Volume** field, or click on the **Calculator** symbol, follow the instructions below regarding **Dimension Details**. You can also view the tips regarding the **Total Volume of the Shipment**.



All **Pieces, Length, Width and Height** have to be filled out before clicking **Calculate**.

Click on the red cross to delete a row.

If you do not have this information, you can insert the **Total Volume of the Shipment** directly and click **OK**.

When you are done filling in the booking information, click **Continue**.

Tips

- ✓ * - Asterisk means mandatory fields.
- ✓ **Go back** - If you need to make any changes during your booking, you can use the **Top navigation bar** to go back to Step 1 or Step 2.
- ✓ **Air Waybill** - You can always leave this field blank and we will issue a neutral Air Waybill from our stock, when you click **Continue**. The Air Waybill number will appear in **Step 4-Confirmation**.
- ✓ **Flight Date** - Book up to 30 days ahead.
- ✓ **Allotments** - For quick allotment booking, click on the **magnifying glass**.
- ✓ **E-AWB/E-Freight** - Only applicable if you have received an Activation Notice from SAS Cargo.
- ✓ **Nature of goods** - Click on the **magnifying glass** to choose from a list.
- ✓ **Commodity** - Only available for SAS General Cargo.
- ✓ **Special Handling Codes** - Before you can choose a special handling code, you have to select the product first.
- ✓ **ULD Type & ULD Qty** - If you select a ULD for your shipment, the **Pieces, Weight and Volume** fields below will be pre-filled according to the ULD Type & ULD Qty.
- ✓ **Pieces, Weight and Volume** - The prefixes, e.g. KG or MC, are pre-filled according to your registration selection. You can change it by going to **Manage Profile – My Profile**.
- ✓ **Dimension Details – Total Volume of the shipment**: If you change your dimensions and the volume is lower than your first entered volume, it will not change automatically when clicking **Calculate**. You have to change it manually.
- ✓ **Notification Options** - Receive specific notifications regarding this booking, and overrule your default setting.

Step 2 – Flight & Rate

Select the day, product, rate and route that suits your needs the best and when you have made your selection, click **Continue**.

Booking

1 Booking Details | 2 **Flight & Rate** | 3 Confirmation | 4 Summary

AWB: NEW | Origin: CPH | Dest: ORD | LAT: | TDA:

DATE	Tue 06 Jan	Wed 07 Jan	Thu 08 Jan	Fri 09 Jan	Sat 10 Jan	Sun 11 Jan	Mon 12 Jan
SAS Priority Cargo	25,20 *	25,20 *	25,20 *	25,20 *	25,20 *	25,20 *	25,20 *
SAS General Cargo	16,70 *	16,70 *	16,70 *	16,70 *	1,85 *	1,85 *	1,85 *
SAS Bulkair Cargo	15,80 *	15,80 *	15,80 *	15,80 *	15,80 *	15,80 *	15,80 *
SAS Allotment							

Blue color indicates a Special Rate or an Allotment is available.
SAS Cargo cannot confirm space on Other Airlines, even if booked (OD flights are excepted).
* Indicates All in Price

Rate	Origin	Dest	LAT	TDA	No. of Flights	Special Restrictions
DKK 16,70	CPH	ORD	WLMAN 13:05	07 JAN 16:30	1	No

Flight	From	To	Departure	Arrival	Duration	Aircraft
SAS316	CPH	ARN	06 JAN 18:35	07 JAN 06:30	11 hours 55 min	BFS
SAS443	ARN	ORD	07 JAN 10:13	07 JAN 12:30	2 hours 15 min	333

Price Details: SAS General Cargo
Rate: 16,70 DKK *
Tuesday, JAN 06, 2015
Weight Charges: 1.678,89 DKK
All in Price: 1.678,89 DKK
Total: 1.678,89 DKK

[Back](#) [Continue](#)

Tips

- ✓ **Best prices** - The best prices will always show. The blue color indicates if a special rate or allotment is available.
- ✓ **Alternative routes** - The cheapest alternative is always listed first. If the **Special Restrictions** box says, **Yes**, simply mouse over to view the details.
- ✓ **Price Details** - The prices are updated instantly according to your selection.

Step 3 – Confirmation

Check that your **Booking Information** is correct, accept the [SAS Cargo General Conditions for Carriage for Cargo](#) and click **Submit Booking**.

Use the **Back** button or use the **Top navigation bar** if you need to make any changes.

Booking

1 Booking Details | 2 Flight & Rate | 3 **Confirmation** | 4 Summary

AWB: NEW

Booking Information

Product: SAS General Cargo | Contract ID: UCFHC0310V LAT | 25 JAN 12:10 | TDA: 20 JAN 00:10

Origin: CPH | Destination: ORD | Allotment ID: | Allotment Name: | Allotment Type: |

E-ATL | E-Freight | SPL

Nature of Goods: Spare parts | Weight: 312.00KG | Volume: 0.19CBM

Pieces: 1E | ULD Type: | Shipper Loaded ULD: No

Flight: 90043 | Date: 25 JAN 15 | From: CPH | To: ORD

Notification Options: BHD | E-mail: kn.zetberg@sas.se

Participant Details

Agent: | Name: | Station: CPH

Shipper: | Name: | Station: | Street Address: | Country: | State: | City: | Zip Code / Postal Code: | Phone: | Fax: | E-mail: |

Price Details: SAS General Cargo
Rate: 16,89 DKK *
Wednesday, JAN 20, 2015
Weight Charges: 3.298,89 DKK
All in Price: 3.298,89 DKK
Total: 3.298,89 DKK

Booking Remarks: SAS Cargo General Conditions of Carriage for Cargo. I have read and accept the SAS Cargo General Conditions of Carriage for Cargo.

[Back](#) [Submit Booking](#)

Step 4 – Summary

You have now successfully booked a shipment with SAS Cargo.

Once your booking has been **Confirmed** or **Queued**, you can:

- E-mail the Summary
- Create/Modify AWB
- Send FWB
- Print the Summary

Click on **New Booking** to book your next shipment. Click on **Change Booking** if you need to make changes.

Booking 1 2 3 4
Booking Details Flight & Rate Confirmation Summary

AWB: 117-00197041 Overall Status: Confirmed - All agreed

Booking Information		Contract ID		16JAN 12:10		TDA		17JAN 06:10	
Product	SAS Cargo	Contract ID	ICCPHCHQ14WYLAT	16JAN 12:10	TDA	17JAN 06:10			
Origin	ORL	Destination	COG	Altitude ID		Altitude Name			
E-AWB	EA	SPL				Altitude Type			
Nature of Goods		SFWR/S	Commodity						
Pieces	10	Weight	012.000KG	Volume	0.188CB				
ULD City		ULD Type		Shipper Loaded ULD	No				
Flight	16JAN	Date	16JAN10	From	CHH	To	ORL		
Govt Number	N/A AD	Name	JOBSTZJ	Station	WAG				
Shipper									
UFI Number / Govt Number		Name		Station					
Street address		Country		State					
City		Zip Code / Postal Code		Phone					
Fax		Email							

Price Details SAS General Cargo
Rate: 16,40 DKK
Weight Charges: 0,296,00 DKK
Total: 0,306,00 DKK

Booking Remarks
Note
SAS Cargo General Conditions of Carriage for Cargo
I have read and accept SAS Cargo General Conditions of Carriage for Cargo.

Print Create/Mod Send FWB Print New Booking Change Booking

Tips

- ✓ **Automatic email** - A booking summary will be sent automatically to your email.
- ✓ **Queued shipments** - Your booking is being handled by SAS Cargo, and will be **Confirmed** as soon as possible. A new email will be sent when the status changes from **Queued** to **Confirmed**.