FEDEX AIRLINE EMPLOYEE PERSONAL SHIPPING POLICY
Effective Date: May 8, 2012

Shipments must be tendered at a FedEx manned location to a FedEx employee, during working hours and confirm to the requirements listed below.

WHO IS ELIGIBLE:

- All part- and full-time employees with at least six months of service.
- Spouses of employees are eligible to ship at a discount. Spouses must present a valid picture ID along with a photocopy of the spouse’s airline ID to the FedEx employee accepting the package.
- Dependents and other family members of airline employees may not send discounted shipments.

DISCOUNTS:

- 75% reduction, subject to a minimum charge of $6.00 per package*, on following services:
  - Canadian domestic shipping: IC Priority Overnight, IC 2Day
  - International Shipments: FedEx International Priority
- All other FedEx services are available at list rates.
- Packages with an actual or dimensional weight greater than 150 lbs. may not be shipped at a discounted rate.
- Only shipping charges are discounted; declared value charges and additional service or handling fees are not discounted.

PAYMENTS:

All payments must be paid for at the origin FedEx staffed facility by cash, check, or credit card. No FedEx account numbers may be assigned.

*Based on per package list rates as periodically published in the FedEx Service Guide.
RESTRICTIONS:

- Discount shipping is for personal use only. It must not be used to conduct any type of private business.
- Shipments must not exceed an aggregate weight of 150 lbs. And/or must not exceed 10 individual pieces tendered in a 24-hour period.
- Shipping privileges of abusive employees will be suspended.
- FedEx may limit package acceptance 90 minutes prior to station closing. Additional acceptance time frames may also be limited during Peak Season, which is approximately November 1 through December 25.

AIRBILL INFORMATION:

- Our three-digit airline code (518), your employee number and date of hire must be entered in the reference section of the domestic airbill and international air waybill.
- To receive the airline employee-shipping rate, the signature release portion of the airbill must be signed.

DELIVERY ATTEMPT:

- In the unlikely event the shipment cannot be released on the first attempt, a delivery notice is left and the shipment is held at the station for pickup.

CLAIMS:

- Employees may file a claim if their shipments are lost or damaged and do have the option to purchase declared value, which is not discounted.
- Employees may not request refunds under FedEx’s money back guarantees.

INQUIRIES AND TRACING:

Employees may call FedEx Customer Service at 1-800-GO-FEDEX between the following hours if they have questions or want to open a trace about their discount shipments:

- 6:00 p.m. to 8:00 a.m. Monday through Friday
- After 1:00 p.m. on Saturday
- All day Sunday