



e-AWB for Forwarding Agents

The Multilateral e-AWB Agreement provides the legal framework for parties to conclude cargo contracts by electronic means. This way, airlines will have a single agreement with IATA, enabling them to accept e-AWB from all participating freight forwarders.

How to join

The Multilateral e-AWB Agreement provides the legal framework for parties to conclude cargo contracts by electronic means. This way, freight forwarders will have a one-stop shop agreement that will allow them to tender e-AWB shipments to multiple airlines in numerous airports around the globe.

Joining the Multilateral e-AWB Agreement is free of charge. To join you only need to follow the steps below:

1. Complete and submit the [Online Joining Form](#) (appx.10-15 minutes)
2. Receive your agreement for e-signature
3. Review and e-sign the agreement

After you e-sign, the agreement will be automatically routed to IATA for counter-signature. Once completed, the Final signed PDF Agreement will be sent to all signatories by e-mail. Thereafter, your company will be [listed](#) as party to the multilateral e-AWB agreement.

e-Signing is easy!	Paper-based process
<i>The e-signature is done using the Adobe Echosign service, which is secure, efficient and environment friendly. With a few clicks, you can open, review, and e-sign the agreement on a web browser or mobile device. For more information check the following documentation:</i>	<i>If you wish to print and sign the agreement on paper, use the following steps:</i>
About e-signatures (including demo on how to e-sign)	Submit the Online Request Form - Paper Agreement
1-pager on new paperless process (pdf)	Receive the PDF agreement by e-mail
Introductory presentation to the new paperless process (pdf)	Print and sign 2 copies of the agreement.
Frequently Asked Questions	Mail the signed Originals to IATA, as per instructions provided

Activation

After joining the multilateral e-AWB agreement, the next step is to "activate" the agreement with your airline partners.

- [Check](#) which of your airline partners have joined the agreement and select your partners to roll out e-AWB
- Activate the agreement with your airline partner(s). See [Guidelines for activating the multilateral e-AWB agreement](#) (pdf)
- Start doing e-AWB at the activated locations

IMPORTANT: ACTIVATION NOTICE

In accordance with Article 3.1 of the multilateral e-AWB agreement (Resolution 672), freight forwarder shall only commence tendering cargo shipments to a participating airline after receiving an Activation Notice from the airline.



Affiliates

For purposes of the multilateral e-AWB agreement (IATA Resolution 672), an affiliate is defined as any company whom the freight forwarder is authorized to enter into the agreement on their behalf, and to bind them to the obligations set forth therein. It could be branch offices located in the same country, and also associated companies in other countries.

To add affiliate offices:

1. Download and complete this form: [Freight Forwarder Submission Form - Affiliates](#) (xls)
2. E-mail the completed form to e-freight@iata.org
3. Receive the form for e-signature
4. Review and e-sign the form

Next steps: Once you have e-signed, the form will be automatically routed to IATA. The information will be processed and registered accordingly under the multilateral e-AWB agreement, and you will receive a confirmation from IATA once completed.

Note: To remove affiliate offices, please contact e-freight@iata.org

Designated contact

The designated contact is your company's representative(s) to be contacted by airlines and IATA for matters related to multilateral e-AWB agreement (Resolution 672), including receipt of Notices pursuant to Article 3.1 of the agreement.

Follow the process below to add your company's designated contact:

1. Download and complete this form: [Freight Forwarder Submission Form - Designated Contact](#) (xls)
2. E-mail the completed form to e-freight@iata.org
3. Receive the form for e-signature from IATA Cargo
4. Review and e-sign the form

Next steps

Once you have e-signed, the form will be automatically routed to IATA. The information will be processed and registered accordingly under the multilateral e-AWB agreement, and you will receive a confirmation from IATA once completed.

Note: To remove designated contacts, please contact e-freight@iata.org