

## PART 298 – Form 298C Certification

OMB NO: 2138-0009

EXPIRATION DATE: 2/28/2025

### **REQUIREMENTS**

#### **RECORD DESCRIPTION/INSTRUCTIONS: Form 298C Certification**

A certification statement for the Mishandled Baggage Report is required identifying an appropriate official of the reporting carrier. The certification statement will read:

**I certify that this RITA Form 298-C report and the corresponding monthly T-100 Traffic reports, for (*air carrier name*), for reporting year and quarter: (yyyy-mm), have been prepared by me or under my supervision.**

**I certify that I have carefully examined the reports and to the best of my knowledge and belief, have found them to be complete and accurate for the period stated.**

**Certifying Official** (*Please Print or Type*):

**Signature:**

**Certifying Official's Email:**

**Date:**

**Title:**

#### **RECORD FORMAT:**

Once signed, the **Form 298C Certification** must be published as an electronic "portable document format" file format, for uploading to the eSubmit application.

The portable document format file MUST BE indicated when naming the file, by using the letters [PDF] or [pdf] following the file name, as the file name extension. You must have Adobe software downloaded on your computer in order to "save as/print" your document as a 'pdf' file.

While the file name is flexible and may be determined by the individual air carrier, the portable document format (pdf) file format is required, as outlined in the rule entitled, *Submitting Airline Data via the Internet*.

Suggested file name: XX201003- **Form298C-Cert.pdf**

