

Cargo Claim Form

The Insurers do not admit liability by the issue of this form.

Bill of Lading no.:

Open cover no.:

Insurance Certificate/Declration no.:

Name of the insured:

Contact name:

Email:

Tel:

Fax:

Description of goods:

Location of goods:

Describe damage:

Estimated loss amount:

Apparent cause of loss

Describe packaging/stowage condition

Packing Done by: Consignor

Freight Forwarder

Professional Packers

Others (Please specify)

Dates

Unloaded from vessel/aircraft on:

Received by consignee on:

Damage/Loss discovered on:

Transit Details

From: _____ To: _____ Transshipped at: _____

Shipping method used: _____ Container(s) no(s).: _____

Name of Ocean Vessel _____ Voyage _____

Airline _____ Flight no. _____

Trucker _____

Rail/Other _____

Freight forwarder _____

Customs/Clearing agent _____

De-vanning station _____

General

Was the damage/loss noted (on delivery documentation) at the time of delivery? yes no

If no, why not? _____

Has a claim been lodged against the shipping company/carrier? yes no

Has the shipping company/carrier surveyed the damage? yes no

Documentation

So that a surveyor might expedite the claims process, it is important that you provide us with the following documentation as is available to you

- *Original documents are required.*
- *Please check the name of each document attached to this form.*

- Original certificate / policy of insurance / declaration of insurance
- Original bill of lading (Master / House) / air waybill
- Supplier's invoice for full shipment
- Original or copy of freight/shipping invoices, together with shipping specification and/or weight notes
- Packing lists, if applicable
- Copy of delivery receipt & tally notes

(When goods are received, a delivery receipt is usually signed. If these goods are damaged, or partially missing, the receipt given to the carrier should note that the goods are damaged or partially missing. If the exterior packing is damaged, then the delivery receipt can be noted "packaging damaged")

Copy of the initial notice of claim on carriers.

(This is a written notice of loss or damage to goods given to transport operators or freight

Copy of Offloading Receipt

Copy of all correspondence entered into with carriers and other parties regarding their liability for loss or damage.

All container temperature charts, if applicable.

Interchange Receipts

Statement of Claim

Declaration

I/We declare that the answers given above and overleaf are true and correct and I/we have not withheld any material information which will directly or indirectly affect acceptance of this claim.

Signature of Claimant _____ Date _____

Print Name _____ Position _____