

## Cargo Loss & Damage Claim

Date Prepared: \_\_\_\_\_

### Claimant Information

Claimant Name (payable to): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Remit to address (if different from above): \_\_\_\_\_

Contact Name: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Email: \_\_\_\_\_ Fax No: \_\_\_\_\_

Claimant Reference No.: \_\_\_\_\_

Gardewine Pro No. \_\_\_\_\_

Type of Claim:  Shortage  Damage  Other (specify) \_\_\_\_\_

### Detailed Statement Showing how Amount of Claim is Determined

Quantity	Description	Item/Part #	Price Per Item	Extended Total
Total Claimed Amount				

### Please attach copies of:

- SUPPLIER'S ORIGINAL INVOICE showing ALL COST PRICES and discounts
- ITEMIZED REPAIR INVOICE showing hours of labour, rate per hour, and cost of materials
- Additional Documents – inspection report, photos, statements, etc.

**Please allow a minimum of 45 days to process after receipt.**

**SALVAGE** must be retained until claim is finalized. Failure to do so could result in a reduction of your claim if Gardewine is found liable.

Address where Salvage is available: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_