



# nmu

## cargo claim notification form

for business placed with our Leeds branch

### Policyholder

<p>Name</p>	<p>Policy number</p>
<p>Address</p>	<p>Contact person</p>
	<p>Telephone number</p>
	<p>Fax number</p>

### Goods

Voyage from \_\_\_\_\_ to \_\_\_\_\_

Description of goods

Certificate or declaration number (unless turnover-based policy)

### Where available/appropriate, please attach

- Bill of lading, or air waybill, or CMR note, or other consignment note
- Invoice  Packing list
- Original Certificate of Insurance (if applicable)
- Quantified statement of claim
- Claused delivery receipt  
A clean receipt must not be given where goods are received in damaged or doubtful condition
- Correspondence holding the carrier (or other bailee) responsible for the loss or damage.  
Carriers should be held liable in writing, within 3 days of delivery
- Any reply thereto

### Incident

Date of delivery/incident/loss/damage (delete as appropriate)  
 day                      month                      year

Estimated amount of loss or damage

Brief description of incident or loss/damage

Please continue on a separate sheet if necessary

Name and address of those whom you have held responsible

### Inspection

<p>Location of the goods now (if different from above)</p>	<p>Contact name</p>
	<p>Telephone number</p>
	<p>Fax number</p>

If the potential claim amount exceeds £2,500 (or equivalent in any other currency), please fax this form to us on 0113 246 7574, so that we may arrange prompt inspection.