



nmu

cargo claim notification form

for business placed with our Leeds branch

Policyholder

Name	Policy number
Address	Contact person
	Telephone number
	Fax number

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)

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

- 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

Inspection

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

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.