



LOGISTICS

FMC License No. 020987NF

MIQ Logistics

Standard Form For Presentation of Loss & Damage Claims

We are filing a claim with MIQ Logistics on a shipment identified as follows:

HBL No.: _____ Dated: _____

Claimant, Please Complete the Following:

Firm Name: _____
Attention: _____
Address: _____
City/ST/Zip: _____
Customer Claim No.: _____

Our Claim is filed for the following reason:

Shortage: _____
Visible Damage: _____
Concealed Damage: _____
Other: _____

Detailed statement explaining how claim amount is determined, please include number and description of articles, including nature and extent of loss or damage, invoice cost of articles, amount of claim, etc.

Required: Total Amount of Claim \$ _____

Orig City/ST/Country: _____ Shipper: _____

Dest City/ST/Country: _____ Consignee: _____

All claims must be supported by at least one document from each of the following categories (if applicable). Failure to include the necessary documents will delay the settlement of your claim.

Documentation of Transportation Contract:

- ___ Copy of Ocean Bill of Lading
- ___ Copy of Paid Freight Bill

Documentation of Cost of Goods:

- ___ Original Vendor Invoice **(Required)**
(Establishes price/charge for goods)

Documentation Supporting Shortage or Damage:

- ___ Inspection Report
- ___ Consignee Copy of Delivery Receipt with Shortage or Damage Noted
- ___ Description of Shortage or Damage
(Including Brochures, Drawings, Photographs, etc.)

Other Supporting Documents:

- ___ Original Repair Invoice
- ___ Record of Discounted Sale
- ___ Other (Describe)

Comments: _____

Preparer's Name: _____
(Please Type or Print)

Phone: _____
Fax: _____

Signature: _____

Date: _____

Please mail or fax this document to the MIQ Logistics Branch Office in your region, ATTN: CARGO CLAIMS. Call **1-800-551-7600** to locate an office in your region, or log on to <http://www.miq.com>