



Atlantic Pack & Parcel
phone: (321) 952-2060 - fax: (321) 952-2408

We are sorry that your shipment was damaged or lost, we, as the shippers are responsible for submitting a claim. Please complete this form and submit to us as soon as possible.

DATE OF SHIPMENT :

YOUR NAME :

YOUR EMAIL:

**YOUR PHONE
NUMBER:**

NAME AND ADDRESS SHIPMENT SENT TO :



Atlantic Pack & Parcel
phone: (321) 952-2060 - fax: (321) 952-2408

TRACKING # :

Please which is applicable for the damaged or lost shipment

- FEDERAL EXPRESS GROUND
- FEDERAL EXPRESS (list service) _____
- UPS GROUND
- UPS (list service) _____
- DHL

WAS THE PACKAGE SIGNED FOR AT TIME OF DELIVERY: YES NO

DECLARED VALUE AT TIME OF SHIPPING:

**WHAT TYPE OF PROOF OF DECLARED VALUE DO YOU? PLEASE DETAIL. A
SCANNED COPY OF PROOF WILL BE REQUIRED FOR CLAIM SUBMISSION.**

DATE DAMAGE OR LOSS DISCOVERED: _____

DATE YOU ARE COMPLETING THIS CLAIM FOR FOR DAMAGE/LOSS:



Atlantic Pack & Parcel
phone: (321) 952-2060 - fax: (321) 952-2408

STATEMENT: Please make a statement about damage or loss of package including details of the photos that will also be submitted (photographs of damage are REQUIRED as well as photographs of the box both interior and exterior are REQUIRED. The box and packing materials must be retained in the event an inspection is required.

HOW MANY PHOTOGRAPHS ARE YOU SUBMITTING WITH THE CLAIM? _____

SIGNATURE : _____

After you have completed this form, please email this form, photographs and proof of declared value to: atlanticpacknparcel@yourgotoplace.

We will be contact you upon receipt. Thank you.