

# Claim Notification



CN1

To: APC Liability Claim Processor – facsimile number 01922 702599

Please be advised of an intended claim on the following consignment:.....

<b>Part A to be completed by Depot</b>	
Despatch date .....	Consignment No .....
Claiming Depot No .....	Claiming Depot Name .....
Sending Depot No .....	Delivery Depot No .....
Service .....	Items ..... Weight .....Kgs
Intended claim value £.....	Increased Liability Cover Y / N
Nature of goods:.....	
Reason for intended claim: .....	
Signed:	Print Name: Date:

### Time Limits for Claims

**Damage to or part delivery of consignments – three days from delivery date.  
Loss of consignment – 28 days after commencement of transit.**

**Unless the consignment is declared and has Increased Liability Cover the financial liability shall not exceed £13.00 per kg of the lost or damaged goods and nothing shall make the carrier responsible for the first £50 of any loss damage.**

Please refer to APC Operations Manual, Section 6 Conditions of Carriage for full details prior to submission of this form.

<b>Part B to be completed by APC Liability Claim Processor</b>		
Claim Number: GIT.....	Above details correct: Y/N (record any variance below)	
Increased Liability Cover: Y / N	Declared value: £ .....	
Sent by Security: Y / N	Consignment scanned: Y / N	
Discrepancy reported: Y / N	Discrepancy code: .....	
Comments/Variance: .....		
Signed:	Print Name:	Date: