Shipping damage claim form

FORM TEMPLATE

Name _____ Role _____ Date _____

* Required

Order number *

Carrier *

Tracking number *

The damage *

Photos of the packaging and the item *

Attach: Photos of the packaging and the item (JPEG or PNG)

Value claimed *

Date lodged with the carrier

For the reviewer

Reviewed by _____ Decision _____ Date _____ Notes _____