



TRAILWAYS

Transportation Group

CLAIM FORM

Ship Date:

Delivery Date:

Claim Date:

Claimant Information	
Company Name:	Trailways Load #:
Address:	
Address Line 2:	
Contact Name:	Contact Email:
Claim Information	
Claim is for:	Damaged Freight Lost Freight
Name of Shipper:	Name of Receiver:
Address:	Address:
Address Line 2:	Address Line 2:
Detailed Statement Showing How Amount of Claim Is Determined	
Number and description of freight, nature, and extent of lost or damaged freight.	
Lost Cargo Value or Damaged Repair Cost: \$	
Claimant Name:	Signature

Important! Do not repair or dispose of damaged cargo until your claim has been settled. Failure to comply will result in denial of your claim because a claims adjuster will need to inspect the damages.

1. All claims or intents to claim must be made in writing to Trailways Transportation Group Inc.

2. The following documents must accompany the claim:

- a) Original supplier's invoice showing the value of the shipment.
- b) Original bill of lading
- c) Final proof of delivery
- d) Itemized invoice outlining loss or damage to the shipment
- e) Copy of the original paid freight bill.

3. **Damages or Shortages** must be explicitly noted on the carrier's proof of delivery when such delivery is made.

The following notations are not acceptable and will not entitle you to file a claim.

- a) Subject to inspection
- b) Possible Shortage.
- c) Possible Damage

4. **Concealed Damage** claims must be reported without delay. When concealed damage is noted, stop unpacking, notify the driver immediately and request inspection. Continued unpacking of the shipment could disqualify your claim. Packaging must be retained for inspection by Trailways Transportation Group Inc.

5. Time limit for Filing claim

- a) Damage claims must be filed within 60 days for delivery
- b) Shortage claims must be filed as follows:
 - i. Part of shipment lost - within 60 days
 - ii. Complete shipment lost - 9 month

6. Valuation Clauses

- a) A carrier's liability is restricted to \$2.00/lb when no value is declared on the bill of lading at time of shipping.
- b) When a declared value is shown, we are liable for an amount up to the value declared, providing proper invoices are supplied to verify this value.

7. Trailways Transportation Group Inc is liable only for the value of the goods at time of shipping. We are not liable for overhead expenses, lost profits, administration fees etc.

8. Shipments must be checked according to the carrier's pro bill and not the packing slip.

9. Trailways is not liable for goods shipped at "Owner's Risk of Damages" or for goods not properly crated or packaged. This type of claim should be filed with your supplier.

10. The customer must retain damaged goods until such time as their claim settled. The goods will then be made available to carrier for salvage purposes.