

Transaction No.
NC _____

Claim No.
NC _____

NEW ZEALAND
COURIERS

Claim Form

This form acts as an official claimant's letter. Complete all sections, print, sign & return to your nearest branch.

To: New Zealand Couriers Ltd (Please address to your nearest branch) Address: Email:	From: Company Name: Address: Contact: Phone: Extension:
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I/We hereby lodge a claim for loss/damaged good(s) sent: (Please cross out non-applicable)	
Receiver/Consignee: Name: Address:	Sender/Consignor: Company Name: Address:

Particulars Of Claim
Ticket/Product Code: Ticket Number:
Date of Pickup: Time:
Date of Delivery: Date NZC First Notified:

Description of Goods
Packaging Details: Number of Packages:

Details of Damage/Loss (please cross out non-applicable)
Your action taken to date: _____
Damage Claims Only: – If Repairable - Cost to repair (\$) _____ (incl GST)
Value of Claim: (Cost in \$) _____ (incl GST) Please attach invoice
I/we hereby declare that the information detailed on this form is true and correct, and that i/we have not withheld any information likely to effect the acceptance of this claim.
Signature: _____ Date: _____