

Marine Claim Form

As soon as loss or damage has become known, the company must be notified without delay. If any detail or information is not readily available, please do not delay dispatch of this form and such particulars may be sent later .

Policy No	:		:	Certificate No	
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Insured :

Name	:	
Address	:	
City	:	
P.O. Box	:	
Telephone No	:	

Details Of The Affected Item:

Name Of The Consignor	:	
Address	:	
City	:	
P.O. Box	:	
Nature of the Goods	:	
Total number of packages and/or cases dispatched with marks if any	:	
Bill of lading No./Air way bill No./ Truck - Trial No. & Date (IF multiple modes are involved, specify the details of all)	:	
Place of Dispatch	:	
Place of Destination	:	
If by Steamer /Air	:	
Date of Landing at Final Port	:	
Date of Clearance	:	
Date of dispatch to Final Destination, if any	:	
Reasons for delay in clearance, if any	:	
Date of receipt at Final Destination	:	
Reasons for delay in taking delivery at	:	

Final Destination, if any	:	
Date when loss or damage noted	:	
Number of Packages and/or cases, delivery takes of	:	
Number of Packages and/or cases not delivered by the carriers(Steamer Agents/Airport Authorities or Land Carriers)	:	
Details of the Condition of the cases and/or packages taken delivery of	:	
State whether Steamer Survey held or Open delivery taken? If so, attach Certificates from the Carriers	:	
Has Claim been made against the carrier? (Note: The Claim has to be lodged within the stipulated timeframe)	:	
If Claim has not been lodged, state reasons for the same	:	
If damages are noticed before Clearance for Home Consumption is issued, State details of Examination carried out by Customs and the claim made on them (Remission / Abatement)	:	
Sound market value of the goods at the final Port of Discharge	:	
Any other information that may be relevant	:	
Give details of other Insurance, if any, covering the affected property	:	

The following documents are also to be enclosed in case not forwarded earlier:

- 1- Original insurance policy and/or certificate .
- 2- Complete invoices together with supplementary, if any and packing list.
- 3-

For consignments by Sea/Air (Where damages Have been noticed prior to removal to interior Destination)	For consignments by Rail/Road and for consignments by Sea/Air(Where damage have occurred during removal to interior destination)
Original Bill Of Lading	Original lorry Receipt/Rail receipt

Third copy of bill entry	Open delivery certificate if it has been arranged
Landing remarks certificate	
Steamer survey report, if it has been arranged	

- 4- Copies of correspondence exchanged with the carriers/port trust authorities together with their replies in original
- 5- Carriers certificate (Rail, Lorry, Post, Ship, Air) in original.

I/we hereby declare that the above question have been conscientiously and faithfully answered and would be liable for the correctness and completeness of the statement.

Date : _____ .

Place : _____ .

Signature of the Insured