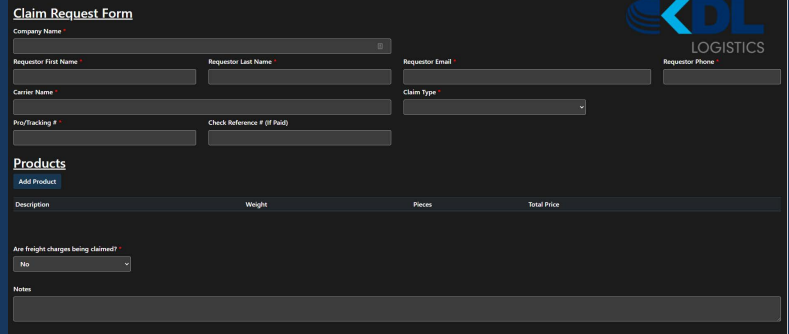


1.) General Info

- ✓ Company Name
- ✓ Requestor Name (First, Last)
- ✓ Requestor Email
- ✓ Requestor Phone Number
- ✓ Carrier Name
- ✓ Claim Type (Damage, Shortage, Combo)
- ✓ Pro/Tracking Number
- ✓ Check Reference if paid.



Claim Request Form

Company Name: [Text Field]

Requestor First Name: [Text Field] Requestor Last Name: [Text Field] Requestor Email: [Text Field] Requestor Phone: [Text Field]

Carrier Name: [Text Field] Claim Type: [Dropdown]

Pro/Tracking #: [Text Field] Check Reference # (if Paid): [Text Field]

Products

Add Product

Description	Weight	Pieces	Total Price

Are freight charges being claimed?: [Dropdown: No]

Notes: [Text Area]

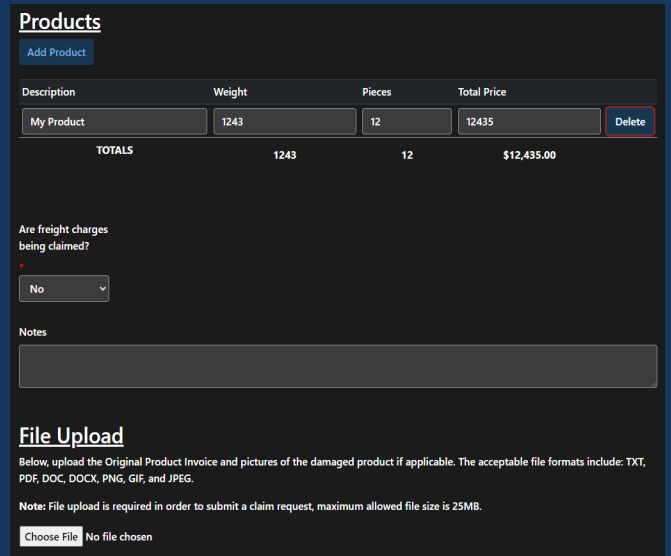
2.) Adding Products and Freight Charges

- ✓ Click "Add Products"
 - Description
 - Weight
 - Pieces
 - Price Per piece
- Please note, it generates a sum automatically

- ✓ Freight Charges being Claimed (YES or NO)
IF YES, Replacement or original Freight?
IF Replacement, add the replacement tracking #
- ✓ Reason for claim (any additional notes)

3.) Uploading Documents/Pictures

- ✓ File upload
 - Choose File (max 50 MB)
 - Documents to Include
 - Original Invoice (required)
 - Bill of Lading (If applicable)
 - Delivery Receipt (If applicable)
 - Pictures (If Applicable)



Products

Add Product

Description	Weight	Pieces	Total Price
My Product	1243	12	12435
TOTALS			
	1243	12	\$12,435.00

Are freight charges being claimed?: [Dropdown: No]

Notes: [Text Area]

File Upload

Below, upload the Original Product Invoice and pictures of the damaged product if applicable. The acceptable file formats include: TXT, PDF, DOC, DOCK, PNG, GIF, and JPEG.

Note: File upload is required in order to submit a claim request, maximum allowed file size is 25MB.

Choose File No file chosen