

NOTICE OF CLAIM

Date:

Messrs. _____ (Name of Shipping Co. / Forwarder)

Dear Sirs,

Subject: Bill of Lading No.:

Name of Consignee:

Name of Vessel:

Date of Arrival:

Description and Amount of Loss / Damage:

Please be advised that loss have been found in connection with the captioned shipment, for which we reserve the right to file claim against your company when details are ascertained.

For your reference, we enclosed herewith copy of the following: -

- Invoice
- Packing List
- Bill of Lading
- Survey Report
- Claim Demand Note

Should you have any queries, please do not hesitate to contact _____
at telephone no. _____.

Yours faithfully,

Signature with company chop

c.c. Concord Insurance Company Limited