



**INTERNATIONAL CARGO LOSS & DAMAGE CLAIM NOTIFICATION FORM**

**1. Insurance Information**

- a. Company name: Groupama Biztosító Zrt.
- b. Department: Corporate Insurance Service
- c. Address: 1146 Budapest, Erzsébet királyné útja 1/C
- d. Mailing address: 1380 Budapest, Pf. 1049
- e. Phone: +36 1 467 3500
- f. E-mail: szallitmanykar@groupama.hu

**2. Contractor, Insured Information**

- a. Name of the insured: \_\_\_\_\_
- b. Number of insurance contract/policy: \_\_\_\_\_
- c. Transport vehicle: \_\_\_\_\_
- d. Address: \_\_\_\_\_  
\_\_\_\_\_ road, street, square \_\_\_\_\_ number \_\_\_\_\_ floor \_\_\_\_\_ door
- e. Place of loading, name of sender: \_\_\_\_\_
- f. Address: \_\_\_\_\_  
\_\_\_\_\_ road, street, square \_\_\_\_\_ number \_\_\_\_\_ floor \_\_\_\_\_ door
- g. Place of deposit, name of recipient: \_\_\_\_\_
- h. Address: \_\_\_\_\_  
\_\_\_\_\_ road, street, square \_\_\_\_\_ number \_\_\_\_\_ floor \_\_\_\_\_ door
- i. Site of damage: \_\_\_\_\_  
\_\_\_\_\_ road, street, square \_\_\_\_\_ number \_\_\_\_\_ floor \_\_\_\_\_ door  
(outside a residential area): \_\_\_\_\_ road \_\_\_\_\_ km
- j. Date: \_\_\_\_\_. \_\_\_\_\_. \_\_\_\_\_. \_\_\_\_\_. \_\_\_\_\_.
- k. Estimated claim amount: \_\_\_\_\_ HUF
- l. E-mail: \_\_\_\_\_
- m. Phone: \_\_\_\_\_ - \_\_\_\_\_

**3. Short description of the damage event (where, when, what happened)**

#### 4. Attachements

- shipping order
- freight order
- shipping bill (freight bill)
- report completed with the driver
- photos of the damaged product / transport vehicle
- report about the damage of the product (lack of goods)
- departure and transhipment receipts
- document confirming the prosecution of the harmful person
- answer of the harmful person (admits its liability, does it provide (partial) compensation?)
- delivery notes for the full route
- goods bill for the full quantity of goods sent (marking missing/damaged items)
- packing list for the full quantity of goods sent (marking missing/damaged items)
- detailed driver interview report (it is necessary in case of shipping damage, accident, crime and theft, we don't need it in case of damage to goods)
- police report, decision (in case of crime, theft)
- any other document certifying the fact and extent of the damage
- VAT declaration, Bank account number declaration
- fire investigation report (in case of fire damage)
- thermoscript (in case of refrigerated delivery)
- damage site GPS data (in case of theft)
- customs documents (in case of deliveries outside of the European Union)
- an itemized claim that can be compared with the goods of invoice and the packing list

Please forward any documents not attached to the claim to the insurance company after receipt.

**Please mark the documents attached to the claim in the list above!**

Date: \_\_\_\_\_, | | | . | | | . | | | | | | .

\_\_\_\_\_  
signature of the insured