

**TO:**

Name of the carrier		Contact person	
Address			Postal address
Phone	Fax	Email	
Type of goods		Value	Number of container/ package
Means of transport		Date of departure	
Route		Date of arrival	
Transport document			
The following damages/inadequacies have been observed at arrival in regard to the cargo described above:			
<p><b>We hold you responsible for the damage and reserve a right for ourselves, our principals and insurance company, to claim compensation for his damage at a later time.</b></p>			
Place and date			
Name of company		Signature and name in block letters	

**IMPORTANT INFORMATION**

If the cargo is damaged or lost, do not sign the freight document without remarks. Regardless of if the damage or loss is noted at the time of delivery from the carrier or at a later stage, please make a written notification of loss immediately to the carrier and hold him responsible for the damage.

**In case of visible damage, a notice of loss shall be made to the carrier immediately.**

**In case of hidden damage:**

Transport by sea, within 3 days after receipt

Transport by road, within 7 days after receipt

Transport by air, within 14 days after receipt

Transport by railway, within 7 days after receipt (domestic 10 days)