

# Warranty Claim Form

Name: \_\_\_\_\_

Submittal Date: \_\_\_\_\_

Invoice/Order #: \_\_\_\_\_

Product(s) in Shipment: \_\_\_\_\_

Date/Time of Delivery: \_\_\_\_\_

Shipping Carrier: \_\_\_\_\_

Yes

No

Did you accept or reject the shipment?

Were you able to inspect the shipment at the time of delivery?

Was there evidence of damage to the outer packaging?

If so, please describe:

Were you able to open the shipment and inspect the products with the delivery driver present?

Were you able to note damage on a form with the delivery driver?

■ BOL (Bill of Lading), if shipped LTL

■ Note added to delivery receipt, if shipped FedEx/UPS

Please catalog all damages here:

Product	Size	Qty	Description of Damage

The following photos should be included with this Warranty Claim Form:

- View of entire package
- View of damaged packaging area(s)
- Photos during unpackaging (in stages)
- Close-up view of damages with item for scale (ruler or tape measure, quarter, etc.).

Do you have any preferences or requests in regard to the damages to this purchase?

Do you have additional information that may aid us in reviewing your claim?