

COOKE MASON PLC
GIT/WAREHOUSE LOSS - NOTIFICATION FORM

Please complete this form as fully as possible immediately upon the occurrence of an incident where goods are damaged/lost in the warehouse or on the road

Name of insured	EFS LOGISTICS LTD	Contact Name	
Depot		Contact Tel No.	
Description of incident/loss			
Date of loss		Time	
Location			
Vehicle registration		Driver	
GVW		Employee/Agency driver	
Type of goods affected			
No of pallets lost/damaged		Value	
Weight of lost/damaged goods		Total weight of load	
Name and address of customer			
Consignor			
Is copy POD / CMR attached?	Yes/No	If no Why?	
Where was delivery made?			
Consignee			
Where are the goods now ?			
Was a sub-contractor used ?	Yes / No (If Yes, give details below)		
Name and address of subcontractor			
Contact Details			
Have you advised the sub contractor of the loss or damage?	No/Yes- Letter (attach copy) /Yes - phone call		
If phone call/verbal give : Date	Name of person advised		
Notes/additional information			
	Signed		Dated