



Dayton Freight Lines, Inc. Presentation of LOSS and DAMAGE

TO: Dayton Freight Lines, Inc.
Attn: Freight Claims Department
6450 Poe Ave STE 311
Dayton, OH 45414
claims@daytonfreight.com

Date: _____

Your Reference/Claimant #: _____

This is my claim for \$ _____

Dayton Freight PRO #: _____

- Claim is filed for:
- _____ Visual Damage (Noted on Delivery Receipt)
 - _____ Shortage (Noted on Delivery Receipt)
 - _____ Concealed Damage (Discovered after Delivery)
 - _____ Concealed Loss (Discovered after Delivery)
 - _____ Shipment Lost
 - _____ Wreck
 - _____ Delay
 - _____ Theft

Detailed statement showing how amount of claim is determined

(Number and description of articles, nature and extent of loss or damage, invoice price of articles, amount of claim, etc)

<i>Example: 4 cases of item 1234 @ \$2.95 each</i>	<i>\$11.80</i>
Total Amount of Claim	\$ _____

SEND WITH THIS CLAIM FORM

- **Original Commercial Invoice** (certified copy acceptable). A commercial invoice is the actual invoice indicating the cost of all of the items contained in this shipment.
- **Copy of the Bill of Lading**
- **Copy of the Delivery Receipt** with exception notation
- **Detailed Repair Invoice.** Only send if claim is for repair of damage. Invoice must show cost of material, labor, etc.

-- CLAIM CANNOT BE PROCESSED WITHOUT INVOICE--

SALVAGE RETENTION

Any and all merchandise, to and including damaged parts, must be held for carrier disposition. Failure to do so could result in declination of your claim.

C Company: _____
L Address: _____
A _____
I _____
M Phone: _____
A Fax: _____
N Email _____
T Signature: _____

Every effort will be made to settle your claim as soon as possible. Please sign this form and indicate your phone number, fax number, and an email address in the event we find it necessary to contact you regarding this claim.