



Waybill/address card number

<b>CONSIGNMENT INFORMATION</b>	Consignor's name and address		Business ID of the claimant		
	Consignee's name and address				
<b>GOODS</b>	Type of goods and number of packages			Weight of the damaged goods	
	Packaging <input type="checkbox"/> freight bag <input type="checkbox"/> document envelope <input type="checkbox"/> cardboard <input type="checkbox"/> shrinkwrap <input type="checkbox"/> New goods <input type="checkbox"/> plastic bag <input type="checkbox"/> paper bag <input type="checkbox"/> wooden box <input type="checkbox"/> no packaging <input type="checkbox"/> Used goods				
<b>INFORMATION ON DAMAGE</b>	Damage was detected <input type="checkbox"/> when unloading <input type="checkbox"/> when opening the package		Who detected the damage?		Date
	Notification of the damage was recd <input type="checkbox"/> by marking it on the waybill <input type="checkbox"/> in writing			Date	
	Description of the damage (use a separate sheet if necessary)				
<b>DAMAGE ASSESSMENT</b>	Goods damaged		Amount	Assessed value	Value of damaged goods
<b>AMOUNT AND RECIPIENT OF THE CLAIM</b>	Name			Damage, total (EUR)	
	Address				
	Bank account number				
<b>OTHER INSURANCE FOR THE GOODS</b>	Have the insured goods been insured elsewhere? <input type="checkbox"/> Yes <input type="checkbox"/> No		By whom? <input type="checkbox"/> Consignee <input type="checkbox"/> Consignor		
	With what company?				
<b>SIGNATURE</b>	Date and place		Signature		
	Telephone number		Fax	E-mail	
<b>ANNEXES</b>	<input type="checkbox"/> Commercial invoice <input type="checkbox"/> Complaint <input type="checkbox"/> Other, what?				

For more information, please call Fennia at 010 503 6331

MH 358/2004

Notifications concerning the condition of goods must be made to Matkahuolto when accepting the goods if the damage or reduction can be determined by an external visual inspection; otherwise a claim must be filed in writing within seven (7) days of accepting the goods. For used goods or other goods that are excluded from the insurance policy in accordance with section 24 of Matkahuolto's General Conditions of Carriage for Goods, Matkahuolto's liability for compensation will be determined in accordance with the Finnish Road Transport Agreements Act (23.3.1979/345).

If full compensation is paid for the damaged goods, title to said goods will be transferred to Matkahuolto

**FOLLOW THESE INSTRUCTIONS TO ENSURE FLEXIBLE PROCESSING OF YOUR CLAIM :**

- \* Fill in the claims form with care and return it to the dispatching or receiving Matkahuolto terminal.
- \* Enclose the following documents with the form: a copy of the invoice and/or any repair estimate and a copy of any separate claim to be filed.
- \* Do not dispose of the damaged goods as Matkahuolto reserves the right to verify the damage.