



333 Pierce Road
Suite 250
Itasca, IL 60143

t: 630-735-0150 f: 630-735-0225
customerservice@junologistics.com

Claim Submission Form

Submission Date: _____

General Information:

Company Name: _____
Address: _____

Telephone: (_____) _____
Fax: (_____) _____
Email: _____

Name of Person to Contact: _____

Shipment Information:

Shipment BL: _____
Commercial Invoice Number: _____
Packing List Number: _____

Damage Itemization:

Estimated Amount of Damage: \$ _____

Required Documentation Checklist:

In order to help expedite your claim, the following documentation is required. We will be unable to process your claim until all documentation has been submitted. If you would like to submit comments on any of the pictures, please notate them here or you may include additional descriptions in your email.

- Pictures of Damages: Pictures of exterior and/or interior damage to support your claim.

Comments: _____

- Formal Statement of Claim: This letter should describe the circumstances of the claim, an itemized description of the lost or damaged goods.
- Replacement Invoice: Copies of any invoices billed to you for repair or replacement of the damaged item(s).
- *If Repairable, Provide Estimate If repairable, repair estimate or if beyond repair, provide written statement from a certified technician, if available.

Please submit this completed form to customerservice@junologistics.com within five (5) business days from the date of delivery along with the documentation outlined above, and a claims specialist will contact you within 1 business day of receiving this request.

Questions on this form? Contact us at 630-735-0150 or at the customerservice@junologistics.com.

Junologistics Use ONLY:

Junologistics Reference Number: _____ Claim #: _____