



Statement of Claim

Submit claim to: claimsteam@jkmoving.com

Phone - 703-260-4282
 Phone – 1-800-673-8487
 Fax – 703-260-3311
www.jkmoving.com

Claim can also be mailed to:
 JK Moving Services
 Attn: Claims Department
 44112 Mercure Circle
 Sterling, Virginia 20166

CLAIMANT INFORMATION		For Adjustor's Use Only
CLAIMANT NAME (<i>Salutation, First Name, Last Name</i>)		HOME PHONE (<i>Include Area Code</i>)
Address		Work Phone (<i>Include Area Code</i>)
City		Mobile Phone (<i>Include Area Code</i>)
State	Zip Code	E-Mail Address
CLAIM #		
Carrier Reference #		
Adjustor Notes		

SHIPMENT INFORMATION	
Name of Customer if Different Than Claimant	Date of Load
Delivery Address if Different Than Above	Delivery Date

STATEMENT OF CLAIM
 • Do not repair or discard claimed items without authorization • Incomplete information may delay claim settlement • See reverse side for further instructions •

INVENTORY NUMBER	ARTICLE <i>(Describe in Detail)</i>	NATURE OF CLAIM <i>(If Damaged, Describe Extent)</i>	APPROX. WEIGHT	YEAR PURCHASED	COST	CLAIMED AMOUNT

ADDITIONAL INFORMATION REGARDING CLAIM

It is understood that losses from an interstate shipment may be reported to the FBI, which has investigative jurisdiction under federal laws regarding interstate commerce. I am the owner of the property described. I did not cause or contribute to the damage set forth herein. All statements made in the statement of claim and any attached document(s) are true and correct to the best of my knowledge and belief, and constitute my complete and entire claim. No material or relevant information has been withheld. **The actual cash value of my shipment was \$_____.**

Signature of Claimant X	Date Signed
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Claim Instructions

1. Please read the provisions of your insurance certificate (if any) and/or contract terms and conditions on the reverse side of the order for service, bill of lading, moving contract, and inventory.
2. JK Moving Services will not consider the claim registered until we receive a completed claim form, signed by the claimant.
3. JK Moving Services reserves the right to inspect any damaged items within a reasonable time. Do not proceed with repairs, replacements, or disposals until we review the completed claim form and determine the necessary course of action.
4. Do not dispose of any damaged item or its shipping carton until JK Moving Services inspects them both and authorizes their disposal.
5. Do not repair any damaged item without prior authorization from JK Moving Services. Any unauthorized inspections or repairs are at the risk and expense of the claimant and may void the claim.
6. JK Moving Services retains salvage rights to any damaged item that we replaced. Do not discard any damaged item without prior authorization from JK Moving Services.
7. Incomplete information may delay claim settlement. JK Moving Services may require you to provide additional information to process the claim.
8. JK Moving Services will deduct any applicable deductible from the claim settlement, which may result in no payment.

Specific Instructions for the Statement of Claim Section

- A) INVENTORY NUMBER – If an inventory was prepared, each item of the shipment carries a tag indicating the bill of lading number and the item number. If you cannot identify the item from the tag, do so from your copy of the inventory.
- B) ARTICLE – Describe each claimed item. If the item is missing, then identify by color, size, pattern, manufacturer and/or brand name, model number, etc. Identify contents of shipping cartons as accurately and completely as possible. Indicate whether JK Moving Services packed the shipping cartons.
- C) NATURE OF CLAIM – Specify the type, severity, and location of damage on each item.

TO THE BEST OF YOUR ABILITY, COMPLETE ENTRIES IN THESE COLUMNS.

- D) APPROX. WEIGHT – Specify the approximate weight of each individual item.
- E) YEAR PURCHASED – Specify the year in which you purchased the item.
- F) COST – Specify the price you paid for the item.
- G) AMOUNT CLAIMED – Considering the age, the actual cost, and any pre-existing damage, specify a reasonable cost to repair or replace the item.

ADDITIONAL INFORMATION REGARDING CLAIM – Any information or comments you may have as to how loss or damage occurred will expedite claim processing.

If additional space is required, use additional pages and please include the same information requested above.

Should any additional correspondence on the claim be necessary, please refer to the JK Moving Order Number.