



INSURANCE BROKERS

GOODS IN TRANSIT CLAIM PROCEDURE

Incident Report Form to be completed and sent to RMS immediately when the claim occurs

All claim forms and documents to be sent to RMS as soon as practicable

DOCUMENTATION REQUIRED:

1. Fully completed claim form
2. Copy of the original suppliers/sales invoice (in terms of which the load was sold reflecting the cost price of goods)
3. Drivers statement describing circumstances leading up to and including the loss (that made to the S.A.P./Case no.)
4. Delivery Note and/or Waybill
5. Vehicle and Trailer(s) roadworthy and license certificates, and permits
6. Driver's current PrDP (license) including any endorsements
7. Full priced claim identifying items lost/damaged
8. Load confirmation and/or transport costs charged to deliver the load
9. Third Party details (if any)