

# UNIVERSITY MOVERS

P.O BOX 943 SANTA BARBARA, CA 93102  
[claims@university-movers.com](mailto:claims@university-movers.com)

## Damage Claim Instructions

You are a valued client. Our company continues to provide the highest standards in the moving industry by honoring the priceless value of your property. Unfortunately an occasional incident of damage occurs while in transit. As a community focused organization, we express our deepest apologies that you have experienced anything less than perfect satisfaction. We consistently strive to exceed the industry standards for safe and efficient delivery.

Upon receipt, your claim will be promptly reviewed by an insurance specialist.

We welcome any comments that you feel would assist in our never-ending obsession with the ideal move!

- Complete the Claim Form with regard for the specific details of damages.
- If necessary, include additional pages to inventory your claim.
- Make notations of observed negligence by company representatives.
- Include pertinent photographs showing damage to items.
- For Full-Value Damage Protection claims, include copies of original receipts.
- Contact our claims division via written correspondence through post or email.
- Please allow insurance associates up to (15) fifteen business days for response.

Thank You for Choosing University Movers!

# UNIVERSITY MOVERS

## CLAIMS DIVISION

**Claim Date** \_\_\_\_\_

**Name** \_\_\_\_\_

**Move Date** \_\_\_\_\_ **Delivery Date** \_\_\_\_\_

**Delivery Address** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

<b>Inventory Number</b>	<b>Item Description</b>	<b>Age</b>	<b>Claimed Value</b>	<b>Weight</b>
1.	_____			
2.	_____			
3.	_____			
4.	_____			
5.	_____			
6.	_____			
7.	_____			
8.	_____			

**Remarks**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I am the owner of the property described. I did not cause or contribute to the damage set forth herein. All statements made in this claim and any attached documents are true and correct to the best of my knowledge. Any items in respect of which cash settlement is made as compensation for loss or irreparable damage shall become the property of University Movers LLC. I understand the carrier reserves the right to request a notarized statement or affidavit. All transportation and related charges must be paid in full prior to final settlement of my claim.

***The terms and conditions governing this move require this written claim be received by the carrier within 30 days from date of delivery.***

\_\_\_\_\_  
Shipper Signature

\_\_\_\_\_  
Date