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CLAIM FOR LOSS, DAMAGE, FREIGHT OVERCHARGE OR PASSENGER FARE REFUND

Coal Mines 19 49 Branch-Works-Dept.-Division To be sent to Traffic Department, General Office, In Triplicate with necessary papers to enable them to file claim. Claim No. Please file claim for Loss, damage, freight overcharge or passenger fare refund For freight overcharge-explain and give authority for rate used For passenger fare refund—state date, time, point and name of party with whom cancelled, traveler's name and points involved. For Loss or Damage Car Initial and No. Original Paid Freight Bill Check No. Voucher or Sett. No. A-31 Pro. No. Amount International Heater Co. a/c Kentucky Mine Supply Shipper Benham, Kentuck Destination pc. - Furnace Parts Contents Value of Loss or Damage Expense incurred in connection with above Loss or Damage Claim, per Invoice s 21.14 Total Amount Loss or Damage Consignee's opinion for cause of damage_Broken Cast Iron Base Ring Minimum Freight Charges Federal Tax For freight overcharge—Original Freight Bill. Attach the following documents in support of claim: For passenger fare refund—unused portion of airline, railroad, and/or Pullman fare ticket. For loss or damage—as follows: Original B/L, or copy of Works Bill of Lading, or advise Works making shipment______ Branch Order No._____ or Works Invoice No.___ Original Freight Bill, with carrier agent's notation of Loss or Damage, or Branch Working Fund Cash Voucher number and date, or settlement and check number reference. In absence of carrier agent's notation of loss or damage on E/B, furnish an Exception Report signed by the destination agent. Freight or express bills covering charges paid on shipments to repair or replace lost or damaged goods, or Working Fund Cash Voucher number and date, or settlement and check number reference. Invoices in triplicate for machines and parts and for labor or expenses incurred in connection with damage, showing for labor number of hours and rate per hour. Advise salvage allowance to be made the carriers for the damaged parts. If of no value, deliver damaged parts to the local carrier agent, securing his receipt which should be attached to the claim. All other documents or proof to substantiate any items in claim. Be sure the invoice describes nature of claim, whether loss, damage or shortage. INVOICE MUST SHOW CATALOG NUM-BERS AND DESCRIPTION OF PARTS. _Our Claim No.____ Necessary documents received and claim has been filed for_____