

# DOD DP3 PROGRAM Carrier SCAC

## NOTIFICATION OF LOSS OR DAMAGE AT DELIVERY

(This is not a Claim)

NAME OF OWNER	RANK/GRADE	WT OF SHIPMENT
PPGBL/ORDER NO.	SCAC CODE	PICK UP DATE
		TP REFERENCE NO.
ORIGIN OF SHIPMENT (City, State & Country)		DESTINATION OF SHIPMENT (City, State & Country)

**GENERAL INSTRUCTIONS:** The customer (or their designated representative) and the Transportation Provider's (TP's) delivery representative must jointly complete this form. You should list on this form all new damage and any missing items that you notice before the TP's representative leaves your home. If you find loss or damage at delivery, you should list it on this form. **If no loss and/or damage is discovered at the time of delivery, write "NONE" in the space provided.** Please, **DO NOT** for any reason, leave this form blank. If required, use multiple copies of this form

### NOTED LOSS AND/OR DAMAGE:

INV. NO.	ITEM	DESCRIPTION OF DAMAGE (If missing, so specify. Electronic items, provide brand & model number)

The purpose of this form is to provide the TP notice of loss or damage discovered at the time of delivery. TP will give you a separate form to file a claim and instructions for submitting your claim on line. You must give the TP notice of all loss or damage by submitting this form and Notice of Loss or Damage After Delivery form within 75 days of delivery. You will not be paid by either the TP or the government for any item that is not listed on these forms. Furthermore, you will not be paid for items that are listed on the Notice of Loss or Damage After Delivery form unless it is dispatched to the TP within 75 calendar days of delivery.

**THIS IS NOTIFICATION OF LOSS OR DAMAGE AT DELIVERY:** By signing below, I acknowledge receipt of one (1) copy of the Notification of Loss or Damage **AT** Delivery document. I understand that I have 75 days from delivery to identify and list further loss or damage not discovered at delivery on the Notification of Loss or Damage **AFTER** Delivery document. I understand that I must mail, fax or dispatch electronically the Notice **AFTER** Delivery to the TP identified below within 75 days of delivery. I understand that I will not be paid by either the TP or the government for any item that is not listed on these forms.

#### ACKNOWLEDGEMENT BY CUSTOMER OR THEIR REPRESENTATIVE:

(complete as applicable and sign below.)

Unpacking, Partial Unpacking and removal of packing material, boxes, cartons and other debris was (check one)

performed not performed waived TP will return

Signature of the Service Member X \_\_\_\_\_

<p><b>Received for delivery at:</b></p> <p>_____</p> <p><b>Street Address</b></p> <p>_____</p> <p><b>City</b> _____ <b>State</b> _____ <b>Zip</b> _____</p> <p>_____</p> <p><b>Telephone Number</b></p> <p>_____</p> <p><b>Customer Signature</b> _____ <b>Date</b> _____</p>	<p><b>Name/Address of Transportation Provider</b></p> <p>_____</p> <p>_____</p> <p>_____</p> <p><b>Telephone Number</b> _____ <b>FAX Number</b> _____</p> <p>_____</p> <p><b>Service Provider Signature</b> _____ <b>Date</b> _____</p>
---	---