

**APPLICATION FOR PREFERRING COMPENSATION CLAIMS FOR THE LOSS, DESTRUCTION DAMAGE,
DETERIORATION OR NON DELIVERY OF GOODS OR PARCELS CARRIED BY RAILWAY**

Letter No.

Dated : _____

To,
Chief Claims Officer (CCO),
North Western Railway,
Jaipur

Dear Sir,

Sub :- Claims for compensation : Invoice/Railway Receipt/Parcel Way Bill/Luggage
Ticket No. _____ from _____ to _____

Under Section 106 and 192 of the Railway Act, 1989, I prefer claim to North Western Railway, particulars of which are detailed below :-

1. From _____ (Station) to _____ (Station) via _____
2. Invoice and Railway Receipt/Parcel Way bill/Luggage Ticket No. _____ dated _____
3. No. of packages and description of consignment booked as shown in the Railway Receipt/Parcel Way Bill/Luggage Ticket _____
4. Name of consignor _____
5. Name of consignee _____
6. Date of delivery _____
7. Details of shortage, damage or loss _____
8. Full particulars of the contents of the missing or damaged package/packages showing the value of each article packed therein (short or open delivery certificate, if any, should be enclosed). _____
9. The amount claimed and how it is arrived at (The original beejuck or other proof of the value of the goods together with a copy should be enclosed) _____
10. Power of Attorney/Letter of Subrogation, if claims are preferred by the authorized person or agent on behalf of the Claimant should be enclosed.
11. In the case of complete non-delivery, the relevant original RR & Partial delivery certificate in the case of part/non-delivery should be enclosed.
12. Bank details.
13. Other remarks, if any

Yours faithfully

(Full Name and address of the Consignor/
recorded Consignee/endorsed Consignee)

Encl. :

1. Original Beejuck together with a copy
2. Valid Power of Attorney on stamped paper of the appropriate value (if claim preferred by authorized person/claim agent.
3. Valid Power of Attorney and Letters of Subrogation if claims are preferred by the Insurance company.
4. Original Railway Receipt or Partial Delivery certificate in case of non-delivery/partial delivery or certified copy thereof in case original Railway Receipt is lost from the custody of the party.
5. Short or open delivery certificate.
6. Other relevant documents, if any.
7. Bank details.

N.B: 1. If the above documents are not submitted, it will not be possible to process the Claims and hence it will not be entertained.

2. This notification is also available in railway website.