

# Transportation Service Damage Claim for Delayed Delivery

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Transportation Service Provider Name]

[Provider Address]

[City, State, Zip Code]

## **Subject: Claim for Damages Due to Delayed Delivery**

Dear [Transportation Service Provider],

I am writing to formally submit a claim regarding the delayed delivery of my shipment, which was scheduled for delivery on [original delivery date] but was not received until [actual delivery date]. As a result, I incurred several unexpected costs and inconveniences.

The details of the shipment are as follows:

- Tracking Number: [Insert Tracking Number]
- Shipper Name: [Insert Shipper Name]
- Recipient Name: [Insert Recipient Name]
- Delivery Address: [Insert Delivery Address]

Due to the delay, I have suffered the following damages:

- [List specific damages, costs, or losses incurred]
- [Provide any supporting documentation if applicable]

I kindly request reimbursement for the damages incurred as a result of this delay. I appreciate your prompt attention to this matter and look forward to resolving this claim amicably.

Thank you for your cooperation.

Sincerely,

[Your Name]