

# Claim Letter For Lost Goods

Subject: Claim for Lost Goods

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to inform you about the unfortunate incident of the loss of my goods while in the possession of your company. I am filing this claim in accordance with the terms and conditions outlined in our agreement and to seek appropriate compensation for the lost items.

On [Date], I shipped a consignment of goods via [Shipping Company] with the tracking number [Tracking Number] to be delivered to [Destination Address]. The items included [Description of Lost Goods]. However, to my disappointment, the consignment never reached its destination, and its current whereabouts remain unknown.

I have already contacted the shipping company regarding this matter, and they have conducted an investigation into the incident. According to their investigation report, it was determined that the loss occurred while the goods were in the possession of your company. As a result, I hold your company responsible for the loss of my goods and expect appropriate compensation.

The value of the lost goods amounts to \$[Amount]. Attached to this letter, you will find supporting documents such as the original purchase invoices, packaging receipts, and the shipping company's investigation report for your reference. I believe these documents provide sufficient evidence to support my claim.

I kindly request that you initiate an investigation from your end to determine the cause of the loss and take the necessary steps to resolve this matter promptly. I expect a thorough examination of the circumstances leading to the loss, as well as a fair resolution regarding compensation for the lost goods.

I would appreciate your prompt attention to this matter. Please acknowledge receipt of this claim letter within [Number of Days] days from the date of this letter and provide me with a timeline for the resolution process. Failure to respond or initiate appropriate actions within a reasonable time frame

will leave me with no choice but to seek legal recourse to protect my rights and interests.

I trust that your company takes customer satisfaction seriously and will handle this matter in a professional manner. I look forward to a swift resolution and an amicable outcome.

Thank you for your immediate attention to this claim. I anticipate your prompt response.

Yours sincerely,

[Your Name]