

CLASSY ART WHOLESALERS DAMAGE CLAIM FORM

ACCOUNT MANAGER:		DATE:	
Company Name:			
Company Contact:			
Phone Number:			
Customer Reference No:		Received on PO:	
		Classy Art Shipment / Order No.:	
ITEM / DAMAGE			
Item No / Qty:		Description of Item:	
Problem:			
Proposed Resolution:			
Item No / Qty:		Description of Item:	
Problem:			
Proposed Resolution:			
Item No / Qty:		Description of Item:	
Problem:			
Proposed Resolution:			
CLAIM CANNOT BE PROCESSED WITHOUT PICTURES OF THE DAMAGED ITEMS			
The following pictures are required to process claim:			
1 st PICTURE: A photo of the overall piece			
2 nd PICTURE: A close up photo of the damage(s)			
**All three photos must be included in order for claim to be processed.			
DAMAGE CLAIM POLICY			
-CLAIMS (INCLUDING PICTURES) MUST BE SUBMITTED WITHIN 10 DAYS OF RECEIPT OF ORDER TO CLASSY ART.			
-PLEASE EMAIL ALL OF THE REQUIRED INFORMATION TO CLAIMS@CLASSYART.NET			
-PLEASE VISIT WWW.CLASSYART.NET OR CALL US AT 1-800-372-8007 FOR MORE INFORMATION.			