**Record of Complaint**

We hereby declare that in the delivery according to the

international bill of lading number …………………………………………………………..

delivery note number………………….… charge number ………………………………..

We found these following defects *(Buyer shall describe the found defects)*:

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………….

Method of finding the defect:

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………..

Volume/amount of Merchandise, netto:………………………………………………

Volume/amount of Merchandise to be returned based on a weight bill:………………….

What is it the Buyer requests:

……………………………………………………………………………………………………………………………………………………………………………………………………..

Place, date, exact time………………………………………………………………………..

On behalf of the Buyer:

Name, position…………………………………………………………………………………

email, telephone……………………………………………………………………………….

stamp or seal, signature

Enclosures:

international bill of lading,

two photographs of visibly labelled Merchandise and of the defect(s),

receipts regarding extra costs