



Please see instructions on reverse OR you may file Domestic Insurance Claims online at www.usps.com/insuranceclaims/online

Domestic or International Claim

(Includes Inquiry for Domestic Registered Mail with No Declared Value)

What is the problem? My item is: Lost All Contents Damaged or Missing Some Contents Damaged or Missing
 No COD remittance received - amount to be remitted to mailer \$ _____ Delayed Express Mail
(non-negotiable documents - domestic only)

Mailing Receipt Number (Number from mailing receipt -- include all letters and numbers) _____

Case Number (International only) _____

COD # _____ Date of Mailing (MM/DD/YYYY) _____

Mail Category
 Insured Registered Mail™ Ordinary Parcels (International items only)
 Express Mail® Collect on Delivery (COD)

Mailer name and address				Addressee name and address			
First Name	MI	Last Name		First Name	MI	Last Name	
Business Name (Use only if the mailer is a company)				Business Name (Use only if the addressee is a company)			
Address 1 (No., st., suite/apt. no.)				Address 1 (No., st., suite/apt. no.)			
Address 2 (No., st., suite/apt. no.)				Address 2 (No., st., suite/apt. no.)			
City		State	ZIP+4® or Postal Code	City		State	ZIP+4 or Postal Code
Urbanization (Puerto Rico only) or Country		Telephone Number (Include Area Code)		Urbanization (Puerto Rico only) or Country		Telephone Number (Include Area Code)	
Email Address (Optional)				Email Address (Optional)			

Description of Lost, Damaged or Missing Contents	Item Codes	01	03	05	07	10	13	15	
		Cash, Gift Cards/Certificates	Clothing/Home Products	Media, Music/Video	Computers	Liquor/Wine	Firearms	Other	
		02 Jewelry	04 Arts/Crafts	06 Electronics	08 Collectibles	11 Animals	12 Document Reconstruction	14 Hazardous Material	16 Event Tickets
		List Description of Contents and Select the Lost (L) or Damaged (D) box for each item listed. (List one item per line)					Item Code (See list above)	Purchase Date (DD/MM/YYYY)	Value or Repair Cost \$
List one item per line.	1					L <input type="checkbox"/> D <input type="checkbox"/>			
Add extra pages as needed.	2					L <input type="checkbox"/> D <input type="checkbox"/>			
	3					L <input type="checkbox"/> D <input type="checkbox"/>			
Total Amount Claimed for Items Listed Above (Do not include postage or fees)								\$	

Fees Paid Postage \$ _____ Insurance \$ _____ Registered \$ _____ COD \$ _____ Other \$ _____

Weight Total weight of shipment _____ lb. _____ oz. (International items only)

Payment Pay the Mailer Pay the Addressee (In some cases, payment may be limited to the mailer or to the addressee)

Alternate Payment Address Complete only if payment is to be sent to an address not listed above.	Address 1 (No., st., suite/apt. no.)		Telephone Number (Include Area Code)
	Address 2 (No., st., suite/apt. no.)		Urbanization (Puerto Rico only) or Country
	City	State	ZIP+4 or Postal Code

Supporting Documents
 Read "WHAT YOU NEED" on page 2 for required attachments.
 Did you attach a copy of your evidence of value and/or estimate of repair for the items listed above? Yes No
 Did you attach your original mailing receipt? (Optional) Yes No

Certification
 Please sign, date, and enter your telephone number (include Area Code or Country Code as appropriate).
 I certify that all information furnished on this form is accurate, truthful, and complete, and that I understand that anyone who furnishes false or misleading information on this form or who omits information requested on this form may be subject to criminal and/or civil penalties, including fines and imprisonment.

Customer Submitting Claim: Mailer Addressee

Signature of U.S. Customer Filing the Claim	Date Signed (MM/DD/YYYY)	Telephone Number (Include Area Code)
Signature of Foreign Customer	Date Signed (MM/DD/YYYY)	Telephone Number (Include Country Code)

Instructions - How to File a Domestic or International Claim or Inquiry for Domestic Registered Mail with No Declared Value

Domestic Claims:

- a) If you purchased domestic insurance, you may complete this form and mail it to USPS Domestic Claims, PO Box 80143, St Louis, MO 63180-0143, OR submit your claim online at www.usps.com/onlineclaims.
- b) Claims for Registered Mail or Collect On Delivery (COD) items can not be submitted online. Submit by mail to the address above.
- c) Damage/Missing Contents: Retain the mailing container, including wrapping, packaging, and any contents that were received, and upon written request, you must make them available to the local Post Office for inspection, retention, and disposition in accordance with the claims decision.
- d) For more information about domestic claims, go to our Web site at www.usps.com/insuranceclaims. Please retain copies of all documents mailed to St. Louis.

International Claims:

- a) You must initiate an inquiry before filing a claim unless you are in the possession of a damaged or rifled (missing contents) item. You may initiate an inquiry by calling our International Inquiry Center at 1-800-222-1811.
- b) If you are in possession of a damaged or rifled item (except an item from Canada), complete this form and present it and the damaged item, container, wrapping, packaging and any other contents received to a Post Office immediately. They will assist you in completing the claim.
- c) If you are in possession of a damaged or rifled item mailed in Canada, contact the Canadian sender and instruct them to file the claim.
- d) International claims may be payable to the mailer only or only to the addressee (varies by country). For more information about international inquiries and claims, see the Mailing Standards of the United States Postal Service, *International Mail Manual* at <http://pe.usps.com> or go to our website at www.usps.com/insuranceclaims.

Domestic Registered Mail™ with No Declared Value Inquiry: Please complete this form and take it to your local Post Office™ for processing.

WHAT YOU NEED:

- 1. Your original mailing receipt for Insured, COD, Registered Mail, Priority Mail® International, or Express Mail® service must be retained until the claim is resolved. Please retain a copy for your records.
 - 2. Evidence of value, such as a sales receipt (if applicable), invoice or bill of sale, or statement of costs for reconstruction of Express Mail service documents. For online transactions, a copy of the canceled check, money order, credit card billing statement and the itemized email receipt or a final and itemized transaction receipt. If paid through an Internet account, an itemized transaction sheet indicating the amount deducted and the details of the transaction, including names, date, item(s) description, etc. Evidence of value may be provided by either the mailer or addressee. Please retain a copy for your records.
 - 3. Claims for damaged or missing contents:
 - a. See respective Domestic Claims and International Claim sections above.
 - b. Attach an estimate of repair costs from a reputable dealer for items to be repaired.
- NOTE:** If you are the addressee, do not return or re-mail any damaged items.

TIME LIMITS FOR FILING CLAIMS

Important: Read this information *before* filing a claim. It will help you to determine the time limit for filing your claim.
Damaged or Missing Contents is when a mailing has been received but some or all of the contents are damaged or missing.
A Lost Article is any mailing that has not been received or has not been returned to the sender.

Damaged or Missing Contents	Domestic Services	International Services	
	You should file all claims for damaged or missing contents immediately , but you must file no later than 60 days from the date of mailing.	You must file all claims for damaged or missing contents immediately .	
Lost Articles	Types of Service	When to File (from mailing date)	
		No Sooner Than	No Later Than
	DOMESTIC SERVICES		
	Insured	21 Days	180 Days
	COD	45 Days	180 Days
	Registered Mail™	15 Days	180 Days
	Registered Mail COD	45 Days	180 Days
	Express Mail Service	7 Days	90 Days
	Express Mail COD Service	45 Days	90 Days
	APO/FPO Insured First-Class Mail®, space available (SAM), or parcel airlift (PAL)	45 Days	1 Year
	APO/FPO Insured (Surface Mail)	75 Days	1 Year
	INTERNATIONAL SERVICES		
	Global Express Guaranteed®	3 Days ¹	30 Days
Express Mail International®	3 Days ²	90 Days	
Express Mail International with guarantee (for postage refunds)	3 Days ¹	30 Days ³	
Registered Mail and Priority Mail® International parcels	7 Days	6 Months	

¹No sooner than 3 days or the guaranteed date of delivery ²No sooner than 3 days or the estimated delivery day ³90 days to file for loss, damage or rifling

If you need more information, go to our website at www.usps.com. To check the status of your claim, call toll free 1-866-974-2733.

Privacy Act Statement: Your information will be used to respond to inquiries related to domestic or international claims or Registered Mail inquiries. Collection is authorized by 39 U.S.C. 401, 403, 404, 407, 411; and 31 U.S.C. 7701. Providing the information is voluntary, but if not provided, we may not process your request. We do not disclose your information to third parties without your consent, except to facilitate the transaction, to act on your behalf or request, or as legally required. This includes the following limited circumstances: to a congressional office on your behalf; to financial entities regarding financial transaction issues; to a U.S. Postal Service auditor; to entities, including law enforcement, as required by law or in legal proceedings; and to contractors and other entities aiding us to fulfill the service (service providers). For more information regarding our privacy policies visit www.usps.com.