



Postal Loss Claim Form

When to Claim:

We are unable to process a claim for goods that have been lost in post unless 14 working days has elapsed since we dispatched the items. All claims must be made within 28 working days of dispatch date (for your dispatch date please check your emails). Upon receipt of claim form to Kate Hamilton-Hunter Studio it may take up to 7 working days to process your claim.

The following information is required to process your claim.

Please return the form by post or email to:

Kate Hamilton-Hunter Studio, Unit 7 Station Business Park, Pensarn, Abergele, Conwy, LL22 7PX
sian@katehstudio.co.uk

You must complete this form in full, failure to complete may result in your claim being delayed / rejected.

CONTACT DETAILS	
Title	
First Name	
Surname	
Billing Address	
Post code	
Shipping address	
Post code	
Daytime telephone	
Mobile	
Email	
ITEM DESCRIPTION	
Order No.	
Item(s) ordered	
Order value	

Declaration

I understand that a false claim could result in criminal prosecution. I declare to the best of my knowledge, the information I have supplied on this form is correct and truthful. I also undertake to advise Kate Hamilton-Hunter Studio immediately if any lost items are subsequently traced, and to refund Kate Hamilton-Hunter Studio any monies paid in compensation for these items or return the items in original saleable state.

Signature:

Date:

Please note that by making a claim you are consenting to your name and address being passed to Royal Mail to process your claim.

Kate Hamilton-Hunter Studio
Unit 7 Station Business Park, Pensarn, Abergele, Conwy, LL22 7PX
Company Registration No. 6374772

Tel: 01745 826500
Email: info@katehstudio.co.uk
Web: www.katehstudio.co.uk