

# Damage/Missing Property Claim Form

4067 Rev 8.11



### IMPORTANT

All claims should be submitted within 21 days of travel. Delay in submitting could preclude consideration of your claim. Please allow 4-6 weeks processing time from the date claim is received. Mail this form and all supporting documentation to:  
**Delta Air Lines, Customer Care Baggage, P.O. Box 20598 Atlanta, GA 30320-2598**  
**Fax Number: (888) 880-3412**

FOR OFFICIAL USE ONLY

PIR# \_\_\_\_\_

Mailing Date \_\_\_\_\_

Name (Mr/Ms)	Last	First	Middle	Employed By
Home Address (Include Street Address, City and State)				Business Address (Include Street Address, City and State)
Zip and Postal Code		Country	Zip and Postal Code	
Your Email Address		Home Phone	Business Phone	

### YOUR COMPLETE ITINERARY

From	To	Airline	Flight Number	Date
Claim Check Number	Passenger Ticket Number	SkyMiles Number	SkyMiles Status	Baggage File Ref.# (ex. ATLDL12345)

**NOTE: Please attach the originals, or copies of your baggage claim checks, passenger ticket receipts and receipts for any excess weight and/or valuation charges. Receipts for claimed items may be required.**

1. Please specify if your item(s) is damaged or missing.  Damaged  Missing
2. Was airline notified immediately of damage/missing property?  Yes  No If yes, at what office? \_\_\_\_\_ If no, why?
3. When was the last time you saw your property?
4. Was your luggage locked or any sign of forced entry?
5. Estimated weight of each bag in which damaged or missing property was packed?
6. Was a limited release form signed?

### LIST MISSING OR DAMAGED PROPERTY

Qty	Article	Color	Gender* M-F-MC-FC	Label/Brand	Size	Material	Purchased Where	Date of Purchase	Original Cost

\* M=Male, F=Female, MC=Male Child, FC=Female Child

Total Value Claimed **▶**

It is expressly understood and agreed that the furnishing of this proof of loss form by Delta Air Lines, or assistance in making of the proof of loss is not a waiver of any rights or admission of liability by said Company and any other information and other documents required by said Company shall be furnished on request, and considered a part of these proofs. The acceptance of this document shall not be deemed to be a waiver of any defenses of the Company.

The Claimant expressly understands and agrees that he/she is required to immediately inform Delta Air Lines in writing, in the event all or part of the property which is subject matter of this claim is delivered to Claimant from a source other than Delta, its agents, or employees.

Losses of luggage or of articles from luggage are customarily reported to the FBI who has investigative jurisdiction under the federal laws relating to thefts of property and valuables involved in interstate shipments. The United States Post Office Department has investigative jurisdiction under federal laws relating to sending false or fraudulent claims through United States mails, any such claims received by Delta Air Lines are reported to the United States postal authorities. Any misrepresentation on this questionnaire shall be grounds for denial of your claim.

Have you or a member of your family or household ever had a previous baggage property loss or claim with Delta or any other airline? Yes  No

If yes, please indicate carrier involved and the approximate date. \_\_\_\_\_

I do hereby warrant the statements contained herein, including the values placed upon the articles enumerated above, to be full, complete and true.

Witness \_\_\_\_\_ Passenger \_\_\_\_\_ Date \_\_\_\_\_