



NATIONAL FORWARDING COMPANY, INC.

2800 ROOSEVELT ROAD – BROADVIEW, ILLINOIS 60155

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DATE: September 8, 2009
TO: All Origin Agents of National Forwarding & Affiliates
FROM: Kevin Spealman, Vice President, Claims & Customer Service
RE: **Completing High Value/High Risk Inventory at Delivery**

By now, all agents should be aware that National Forwarding Co. and all Affiliates require the use of the officially sanctioned high value/high risk inventory, which affords us protections that we didn't previously have before Full Replacement Valuation went into effect. It will do no good, however, for the origin agent/packers to fulfill the requirements if the HV/HR Form is not properly filled out at destination. Please make sure that your crews are fully briefed in the following:

- There is a mandatory unpack for all HV/HR items.
- The form should be signed by the customer at delivery.
- Each item must be initialed in the appropriate column to the right that all cartons were unpacked, and that the customer verifies that every item was received in good condition. Without these initials, the signature at the bottom will be insufficient, and the delivering agent may be subject to claims liability.
- If you are taking a shipment into SIT and there is no high value/high risk inventory, this should be noted on the exception sheet/rider.

Thank you for your cooperation, and if there are any questions, please contact me at 800-325-6889.

KS/Ig