



# **NATIONAL FORWARDING COMPANY, INC.**

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DATE: September 9, 2009  
TO: All Agents and Haulers of National Forwarding and Affiliates  
FROM: Kevin Spealman, Vice President, Claims and Customer Service  
SUBJECT: **Using the Correct Loss and Damage Form**

We have been stressing lately the importance of using the new Loss and Damage at Delivery Forms for DP3 shipments, when the shipment is in fact a DP3.

It is equally important, however, to make sure to use the standard DD Form 1840/1840R (pink form) when the shipment is NOT a DP3 shipment. DOD regulations do call for the correct forms to be used on each type, and in order to avoid problems later, we ask that all origin agents double-check which type of shipment it is before completing the Loss and Damage Form that will accompany the paperwork. If you are a hauler, please ensure that drivers have a supply of both types on hand.

Thank you for assistance, and please direct any questions to either myself or Tim Helenthal.

KS/lg