

## NON DELIVERY FORM

We are sorry to hear from you that you have not received the goods we recently dispatched. We have retained proof of posting for this package and will ask the post office or courier company (as appropriate) to investigate its loss as soon as we receive a signed copy of this form from you.

A photocopy of this completed form will be forwarded to Royal Mail (or other carriers where appropriate) in order to substantiate the claim and assist them in their investigations.

Ebay item number(s)	
Purchase Date (dd/mm/yy)	
Buyer Name	
Delivery address	
City	
Post Code	
Country	

<p><b>Please Sign</b></p> <p>This document will be passed to the delivery organisation to substantiate our claim.</p> <p>By signing, you acknowledge that you have checked all the possibilities in the box to the right and that in your opinion the package been lost in transit:</p>	<p>Please tick each box sign below to confirm:</p> <p><input type="checkbox"/> I have not received the package.</p> <p><input type="checkbox"/> I have checked with immediate neighbours in case the package has been left for safe keeping whilst I was out – neighbours response negative.</p> <p><input type="checkbox"/> I have asked my postman (RM deliveries) if he/she remembers the package and he/she does not.</p> <p><input type="checkbox"/> I have contacted and checked with the local Royal Mail Sorting Office or Courier Depot as applicable (N.B. NOT your local sub post office) to see if they were holding the package and the response was negative.</p> <p>Your Signature: _____ Dated: _____</p>
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As soon as we receive this form back from you (by email or post) we will duplicate your order (where possible). Only in the event that we are unable to supply will a refund be issued.

Sincerely

**DARIUSZ DUBIS**  
General Manager