

Hillcrest Nursery Inc. Claim Letter

Claimant: Sunny Meadows Garden LLC

For: Damage

Shortage

Lost Items

Other

Description: Wk 34 Cellpack Herbs Prebook – 4 boxes

Date & Time of Delivery: Wednesday May 25th 2022, 4:45pm

Description of Loss: Some of the are herbs dead from heat damage, others with browning leaves

Invoice #: 105237

PO #: _____

Losses Incurred:

(Number and description of items lost/damaged, nature and extent of loss or damage, etc.)

Example: 52 plugs of Lavender Hidcote dead from cold damage / 100ct tray of Mint Mojito missing

8 one hundred flats of Basil Genovese completely dead from heat/lack of water	\$177
2 1/3 one hundred flats of Lavender Hidcote with browning leaves	\$140
	\$
	\$

Total Amount of Claim in USD \$317

In order to file a claim, the following is required:

- An estimate or exact count of how many plants were lost
- Photos and/or videos of any and all damage to plants/box
- Initial Claim must be within 24 hours of shipments arrival
- Must be emailed to orders@hillcrestnursery.com

Note: Final totals must be submitted within two weeks of shipments Date of Delivery

Company: Sunny Meadow Garden LLC

Today's Date: 5/24/2022

Contact: Susan Smith

Phone: 123-456-7980

Email: Sunnymeadow@gmail.com

Phone Alt: 987-654-3210

Comments: I would like replacements, if possible. If not, please credit my account to go towards my next order.