



**Claim Form**  
For Lost or Damaged Orders

Instructions:

- a. In order to file a claim with the **United States Postal Service** or with **Federal Express** we will need the following information completed in full.
- b. Please sign the form and mail it back to the address at the bottom of the form.
- c. Once we receive the form we will either replace your item or issue a store credit depending on the circumstance.

A final decision on your claim will be made within 14 business days of receiving this affidavit. Once our investigation is completed and our Shipper is satisfied with our claim, assuming all issues are resolved in your favor, we will be in a position to either issue store credit or to re-send a new item. Please indicate your preference here.

Store Credit     Ship Replacement Item

**Customer Information**

Customer's Name/Contact .....

Company .....

Address .....

City ..... State/Province .....

Country ..... ZIP/Postal Code .....

Phone ..... Fax .....

E-mail .....

**Tracking Information**

Shipper:  Federal Express     United States Postal Service

Tracking Number .....

**Shipment Information**

Was this package Lost or Damaged? Please Explain

.....

.....

.....

.....

.....

**Required Signature**

The foregoing statement of facts is hereby certified as correct.

Signature..... Date .....

Claimant's Name ..... Phone .....

Claimant's Address.....

.....

**Print and Mail To**

LittleSmarties.com  
 Attention: Lost Order  
 2526 Mt. Vernon Road  
 Suite B150  
 Dunwoody, GA 30338