



Inconvenience Claim Form

Shipping order #:	Date:
Vehicle Owner:	VIN:
RDD (required delivery date):	Phone #:
Email:	Vehicle Year/Make/Model:

Inconvenience claims are handled on a case by case basis and are reimbursed based on receipts for out of pocket expenses associated with a missed required delivery date (RDD). Receipts must be legible and from a legitimate business. Receipts must include proof of payment and be itemized to include dates and charges. If a receipt is in a foreign language, it must be translated to English prior to submission.

In order to file an inconvenience claim, please fill out this form in its entirety and retain copies of all receipts. Please explain your inconvenience claim below. The vehicle inspection form given to you at the VPC includes your shipping order number at the top left corner and the RDD at the top right corner. Please submit your inconvenience claim to the VPC upon delivery of your vehicle or you can scan and email the form and receipts to CLAIMS@ialpov.us. For more information regarding inconvenience claims please refer to the JTR.

Your submitted claim will be acknowledged within 48 hours, reviewed, processed, and returned no later than ninety (90) days from the date of receipt.

Please explain your inconvenience:

Signature: _____

Please submit your inconvenience claim to the delivering VPC or scan and email to CLAIMS@ialpov.us.