

**IMPORTANT INFORMATION REGARDING PREFERRING CLAIM FOR REFUND OF FREIGHT
OVERCHARGE OF GOODS OR PARCELS CARRIED BY RAILWAY**

In terms of section 106(3) of the Railway Act, 1989, a person shall not be entitled to a refund of an overcharge in respect of goods carried by railway unless a notice therefore has been served by him or on his behalf to the Railway Administration to which the overcharge has been paid within 6 (Six) months from the date of such payment or the date of delivery of such goods at the destination station, whichever is later.

**APPLICATION FOR PREFERRING CLAIMS FOR REFUND OF FREIGHT OVERCHARGE GOODS OR
PARCELS CARRIED BY RAILWAY.**

Letter No.-----

Date-----

To,
the Chief Commercial Manager, (Claims)
Headquarter Office
North Western Railway
Near Jawahar Circle
Jaipur , 302017

Dear sir,

Sub: Claims for refund of freight overcharge or Goods of Parcel Invoice/Railway Receipt/
Parcel Way Bill No.-----From-----to-----

Under section 106(3) of The Railways Act, 1989, I prefer claim for refund of freight overcharge. Particulars of which are detailed below:-

- 1 Station from-----station to-----station via-----
2. Invoice and Railway Receipt/ Parcel Way Bill/ Luggage Ticket No.-----Date-----
3. Description of consignment booked as shown in the Railway Receipt/Parcel way Bill/ LT-----
4. Name of the Consignor-----
5. Name of the Consignee-----
6. Name of the endorsed consignee(if any)-----
7. Delivery station-----Delivery date-----
8. Undercharge amount-----Undercharge paid date-----
9. undercharge paid at station with cause-----Freight Amount-----
10. Freight collected at station-----Freight payment date-----
11. Penal charged at station-----Penal charged date-----
- 12 .Penal charged at Station-----Reweighment at station-----
13. Money receipt No.-----
14. Mode of payment-----
15. Bank details-----
16. Letter of authority if the freight/ U/C has not been paid by the claimant -----

Yours faithfully

(Full Name and address of the consignor/
Recorded Consignee/endorsed Consignee)

- Encl:- 1) Copy of RR/PW Bill/LT
2) Valid Power of Attorney on stamped paper of the appropriate value (if claim preferred by authorized persons/claim agent)
3) Disclaimer certificate from the Consignor/Consignee/ Endorsed Consignee as the case may be in the form of Affidavit.
4) Valid Power of attorney and Letters of Subrogation, if claims are preferred by the Insurance Company.
5) Original money Receipt.
6) Other relevant documents, if any.

NB: 1) If the above documents are not submitted, it will not be possible to process the /claims for refund of freight overcharge.