

**Claim Form for Non-Delivery of Pictures through the
United States Postal Service**

**408 E. 4th St., #306 • Bridgeport • 19405 Phone: (610) 279-1791 Fax: (610) 279-1849 email:
service@legacyphoto.com**

Thank you for filling out this form. Please mail claim form to address below. We will contact the United States Postal Service to track your first class mail. Once we have received confirmation that the package never reached your residence, we will send your pictures immediately. Please allow up to three (3) weeks.

School Name: _____

Student Name: _____

Student ID Number: _____

Your Name: _____

Date Ordered: _____ Package Ordered: _____

Total amount paid: \$ _____

Mailing Address (Street): _____

City: _____

State: _____

Zip: _____

Day Phone Number: (_____) _____ - _____ Evening Phone Number: (_____) _____ - _____

Email: _____

Type of Mail Service: Mailbox Mail Slot P.O. Box

Have you filed a claim at the United States Postal Service regarding your lost mail?

YES

NO

I confirm that I have not received the picture(s) I ordered and I have not filed a governmental claim through the United States Postal Service.

Signature

Date

Name (Please Print)

Mail Claim Form to:

Legacy Photographics, P.O. Box 524, Narberth, PA 19072

K:\aOffice forms\School Portraits\marketing\Claimform.doc