Consignment matches documentation	→ Sign waybill/delivery note, return to transporter		
Number of boxes matches but some boxes are damaged	→ Record the number of damaged boxes on the waybill/delivery note, sign	→ Raise a claim using the claim form, have it signed by the transporter.	→ Include reference to the claim form on the waybill
Missing/extra boxes, no damages	→ Record the number of missing/extra boxes on the waybill/delivery note, sign	→ Raise a claim using the claim form, have it signed by the transporter.	→ Include reference to the claim form on the waybill
Missing/extra boxes, AND damages	→ Record all issues on the waybill/delivery note, sign	→ Raise a claim using the claim form, have it signed by the transporter.	→ Include reference to the claim form on the waybill