

Damage protocol - date (day/month/year)

Date (day/month/year) and time of damage detection (eventually the way of damage detection):	
Who detected the damage (identification of individuals including their addresses, telephone numbers, jobs etc.):	
Witnesses of the event (identification of individuals including their addresses, telephone numbers, jobs etc.):	
Place of damage detection/damage origin:	
Reason of the damage origin:	
Description of damage:	
Who caused the damage/the exact name of the subject:	
Declaration of the person who caused the damage (e.g. employee – driver)	
Photo documentation of damage (including the contact information of the person who made the photo documentation):	
Process of solving the event of damage (dealing with the damaged goods):	
Enclosures:	
The exact date when this protocol was filled in:	
The person who filled in this protocol:	
Handwritten signatures and contact information of individuals including their relation to the event.:	