



**ZAMBIA POSTAL  
SERVICES CORPORATION**

**REFUND CLAIM FORM**

STATION: .....

1. VEHICLE RECEIPT NUMBER .....
  2. INVOICE NUMBER .....
  3. STOCK NUMBER .....
  4. CAR EXPORTER NAME .....
  5. NAME OF CLAIMANT .....
  6. PROFORMA INVOICE VALUE (\$/GBP) .....
  7. KWACHA VALUE .....
  8. REASON FOR CLAIM .....
- .....

Requesting Officer ..... PSC NO. .... SIGN .....

Head Car Sales ..... PSC NO. ....SIGN.....

SANCTIONED BY DIRECTOR OPERATIONS .....

APPROVED BY POSTMASTER GENERAL .....

OFFICIAL DATE STAMP
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**Note: REFUND CLAIMS WILL BE WITHIN TEN (10) WORKING DAYS UPON APPROVAL**

*Kindly submit a completed form to: [musondad@zampost.com.zm](mailto:musondad@zampost.com.zm) copying in [zimbaj@zampost.com.zm](mailto:zimbaj@zampost.com.zm)*