



MAJESTIC
IMPORTS

Section 8
Claims

**CLAIM PROCESS / INSTRUCTIONS
FOR
DIRECT IMPORT ORDERS
(CIF ORDERS ONLY)**

- ✚ NOTIFICATION OF DAMAGE MUST BE MADE **WITHIN 3 DAYS** FROM THE PICK-UP DATE AT THE TERMINAL YARD.

- ✚ CONTACT OUR DIRECT IMPORT CUSTOMER SERVICE REPRESENTATIVE MARNIE WILSON • EMAIL marnie.wilson@majesticimports.com • T: 707-651-7423

- ✚ EMAIL THE FOLLOWING DOCUMENTS TO importservices@majesticimports.com :
 1. LETTER OF PROTEST TO THE SHIPPING LINE
(INFORM THEM ABOUT THE CLAIM AND REQUEST TO SURVEY THE GOODS)
 2. MARINE INSURANCE CERTIFICATE (COPY)
 3. OCEAN BILL OF LADING (COPY)
 4. CARGO INVOICE
 5. CARGO PACKING LIST
 6. PICTURES OF OCEAN CONTAINER & CLAIMED CARGO
(INDICATE IF THE CONTAINER SEAL HAS BEEN INTACT OR NOT)
 7. ESTIMATE OF CLAIM

- ✚ FOR MISSING/STOLEN CARGO, PLEASE OBTAIN A POLICE REPORT.

- ✚ UPON RECEIPT OF ALL DOCUMENTS, THE UNDERWRITER'S OFFICE WILL OPEN THE CLAIM.

- ✚ FOR CLAIMS EXCEEDING 2,000 EUROS, THE UNDERWRITER COMPANY WILL SEND A SURVEYOR.

- ✚ **PLEASE NOTE THAT WITHOUT ALL OF THE DOCUMENTS REQUIRED THE CLAIM CANNOT BE PROCESSED.**

**MAJESTIC
IMPORTS**

MAJESTIC IMPORTS, SANTA ROSA, CA



www.majesticimports.com



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Section 9
Depletion Reporting



**MAJESTIC
IMPORTS**

July 1, 2010

*(DISTRIBUTOR PRINCIPAL)
(DISTRIBUTOR NAME)
(STREET ADDRESS)
(CITY, STATE, ZIP)*

Dear *(Distributor Principal)*:

A long-standing objective of Majestic Imports has been to develop more efficient methods to collect and analyze the depletion and sales data we receive from you. To accomplish this, we have enlisted the services of Beverage Data Network (BDN).

BDN's approach assures you of total data confidentiality. You control the transfer of depletion and sales information to BDN. BDN, in turn, compiles and transmits the data to us. At no time are we directly linked to your computer nor do we have any direct access. Most major suppliers are presently using BDN's network for this purpose.

As a valued customer of Majestic Imports, we are requesting your participation in this program. Our objective is to receive your depletion and sales data through the BDN network as soon as possible. Therefore, we are authorizing you to immediately begin sending your current depletion and retail account sales data for all of our products directly to BDN, as well as historical back retail account sales data starting with July 1, 2009 up to the first month that you send production data.

Communications with BDN should be addressed to:

**Depletions Coordinator
Beverage Data Network
100 Passaic Avenue
Fairfield, NJ 07004
Fax: (920) 929 - 7788**

If you are currently providing data to BDN, please add our product line using the code: **KEN**. A representative from Beverage Data Network will be contacting you to confirm your compliance with this request. If you are not currently providing data to BDN, a representative will contact you to review the details.

If you have any questions of a general nature, please call Patty Wallace at Majestic Imports at 707-525-6501. Questions of a technical nature should be addressed to Frank Attamante at BDN at (973) 461-7403.

Thank you for your cooperation.

Sincerely,

Donald J Kowalski
Vice President

cc: Beverage Data Network

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Section 10
Contact Information

Majestic Imports Contact List

Sales Team

	Office	Cell Phone	Email
Vice President	707-535-8434	925-586-5721	donald.kowalski@MajesticImports.com
Sales Coordinator	707-525-6501	707-322-1661	patty.wallace@Majesticfinewines.com
Eastern Division Manager		315-415-3513	jamil.antoine@MajesticImports.com
Southeast Division Manager		407-923-2754	kevin.callanan@MajesticImports.com
Vice President, National Accounts		949-436-0232	greg.dotts@MajesticImports.com
Central Division Manager		312-286-2164	brian.thomas@MajesticImports.com
Western Division & Marketing Manager		415-497-6234	vincent.valverde@MajesticImports.com

Customer Service

Director of Distribution	707-651-7420	707-799-1732	kathy.zepaltas@kjmail.com
Customer Service Representative	707-651-7423	n/a	marnie.wilson@MajesticImports.com

Import Compliance & Logistics

Director, Import/Export Compliance	707-522-6457	707-293-6638	sonja.shevchuk@kjmail.com
Import/Export Compliance Specialist	707-547-4730	707-328-1500	cyndy.dorn@MajesticImports.com

Customer Financial Services Manager	707-547-4708	707-849-9917	tim.cratty@kjmail.com
Customer Financial Service Analyst	707-525-6232	n/a	ann.skripek@kjmail.com

To Place Orders

importservices@majesticimports.com

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