



PSA/DNA AUTHENTICATION SERVICES  
 P.O. Box 6180, Newport Beach, CA 92658  
 (800) 325-1121 • (949) 833-8824 • PSAcard.com

### AUTOGRAPHED FUNKO POP! ENCAPSULATION SUBMISSION #

Visit PSAcard.com for current information including turnaround times, pricing, etc.

Customer Name: \_\_\_\_\_  
 Customer #: \_\_\_\_\_

**PACKAGE INFORMATION: (Customer Must Provide)**

1. Total number of orders included in this package: \_\_\_\_\_

2. Total number of collectibles included in this package (all order): \_\_\_\_\_

<b>RETURN SHIPPING ADDRESS</b> (print clearly) <input type="checkbox"/> Check if permanent change of address <input type="checkbox"/> Residential <input type="checkbox"/> Business	<b>PSA USE ONLY</b>
NAME _____ PHONE (_____) _____ ADDRESS _____ EMAIL _____ CITY, STATE, ZIP _____	ORDER # _____ PKG # _____ Date Entered _____ Verified By _____

	QTY.	CATEGORY	PREMIER AUTOGRAPH	TOTAL NUMBER OF SIGNATURES	AUTHEN. PRICE	DECLARED VALUE	LABEL PLACEMENT ON ITEM	LETTER UPGRADE (Optional)	AUTOGRAH GRADING (See pg. 3 for details)	PREMIUM ITEM (See pg. 3 for details)
EX.	1	Baseball	Mike Trout	1	\$45	\$500	<input type="checkbox"/>	<input type="checkbox"/> \$15	<input checked="" type="checkbox"/> \$10	<input type="checkbox"/> \$
EX.	1	Entertainment	Harrison Ford	1	\$50	\$1,000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> \$15	<input type="checkbox"/> \$	<input checked="" type="checkbox"/> \$25
1							<input type="checkbox"/>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$	<input type="checkbox"/> \$
2							<input type="checkbox"/>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$	<input type="checkbox"/> \$
3							<input type="checkbox"/>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$	<input type="checkbox"/> \$
4							<input type="checkbox"/>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$	<input type="checkbox"/> \$
5							<input type="checkbox"/>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$	<input type="checkbox"/> \$
6							<input type="checkbox"/>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$	<input type="checkbox"/> \$
7							<input type="checkbox"/>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$	<input type="checkbox"/> \$
8							<input type="checkbox"/>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$	<input type="checkbox"/> \$
9							<input type="checkbox"/>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$	<input type="checkbox"/> \$
10							<input type="checkbox"/>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$	<input type="checkbox"/> \$
11							<input type="checkbox"/>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$	<input type="checkbox"/> \$
12							<input type="checkbox"/>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$	<input type="checkbox"/> \$
13							<input type="checkbox"/>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$	<input type="checkbox"/> \$
14							<input type="checkbox"/>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$	<input type="checkbox"/> \$
15							<input type="checkbox"/>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$	<input type="checkbox"/> \$
<b>TOTAL QTY:</b>					<b>SUBTOTALS:</b>	\$	\$	\$	\$	\$

PSA/DNA WILL NOT BE RESPONSIBLE FOR INCOMPLETE OR INACCURATE ORDERS.

**AUTOGRAPH ENCAPSULATION (Estimated Turnaround 20 Business Days)**

**METHOD OF PAYMENT**

**1. AUTOGRAPH AUTHENTICATION CHARGES** - Look up at: [PSAcard.com](http://PSAcard.com) or call (800) 325-1121

a. REQUIRED: Authentication Price from **A** above ..... \$ \_\_\_\_\_

b. OPTIONAL: Letter Upgrade from **B** above ..... \$ \_\_\_\_\_  
 (\$15 additional charge)

**2. ENCAPSULATION/REHOLDER-REQUIRED**

\_\_\_\_\_ x **\$25** = \$ \_\_\_\_\_  
# of items price

**3. PREMIUM ITEM CHARGE** from **D** above (See pg. 3 for details) ..... \$ \_\_\_\_\_

**4. GRADING - OPTIONAL** from **C** above (See pg. 3 for details) ..... \$ \_\_\_\_\_

**5. EXPEDITED PROCESSING - OPTIONAL** (Estimated Business Day turnaround)

\$50 (10-Days)  \$100 (5-Days)  \$150 (1-Day) ..... \$ \_\_\_\_\_  
1-5 items 1-5 items 1-5 items

**6. RETURN SHIPPING (per order) — Select One:**

Domestic Return Shipping (see chart on reverse) ..... \$ \_\_\_\_\_

International Return Shipping (see chart on reverse) ..... \$ \_\_\_\_\_

**Alternate Return Shipping** (Must provide your own FedEx or USPS Express Mail account and insurance coverage. If acct info & selections are on file with PSA, please write "On File".)

FedEx/USPS Express Mail Account # \_\_\_\_\_

Declared Value limit per package (Required): \_\_\_\_\_

Purchase FedEx Insurance?  Yes \$ \_\_\_\_\_  No      Signature Required?  Yes  No

Saturday Delivery  Pri-Overnight am  Std-Overnight pm  2-Day  3-Day  Ground

Pick Up (by approval only)

**7. VOUCHER/CREDIT ON ACCOUNT/QUICKOPINION™** ..... - \$ \_\_\_\_\_ **USD**

**8. TOTAL CHARGES** (Add lines 1-7) ..... = \$ \_\_\_\_\_

Cash  Credit Card  LOC  CCOF  Check/Money Order # \_\_\_\_\_

Cardholder's Name \_\_\_\_\_

Card Number \_\_\_\_\_

Exp. Date \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_

**All charges must be paid in advance before PSA can process your order. Incomplete or illegible submission forms will delay turnaround time. PSA reserves the right to correct your submission form to reflect its current authentication and shipping prices. All authentication charges are applicable regardless of outcome.**

**I HAVE READ AND AGREE TO THE PSA TERMS AND CONDITIONS SET FORTH ON THIS FORM. I ACCEPT FULL RESPONSIBILITY FOR COMPLETELY AND ACCURATELY FILLING OUT THE SUBMISSION FORM(S).**

Authorized Signature (required) \_\_\_\_\_ Date \_\_\_\_\_  
 (Order will not be processed without signature.)

**Turnaround time does not begin until order has been entered into the grading system. All terms and conditions are subject to change. For up-to-date information, visit [PSAcard.com](http://PSAcard.com).**

**SUBMISSION INSTRUCTIONS**

**Under this service, authentic signed boxes will be encapsulated using a PSA red label that provides a description of the item as "Vinyl Figure Box."**

**1. Print your name, customer number, return shipping address, email address and phone number in the space provided.** For changes in return shipping address, contact Customer Service before order completes the grading/authentication process.

**2. Package Information (Required)** – Be sure to fill out this section completely.

**3. List the description of each item with authentication price, verifiable at [PSAcard.com](http://PSAcard.com).** Enter declared value amount on each line. For multi-signed items, list the primary autograph and total number of signatures.

For items signed by a band, please search under the band's name in the Search by Name section online. On lines listing a quantity greater than one, enter the declared value for all items in the "Declared Value" column. The Declared Value is your estimate of the value of the item after it has been authenticated/graded by PSA. We understand you will not know the true value of the item until it has been graded, so we ask that you form a realistic, educated estimate based on your own research, keeping in mind that the Declared Value acts as a maximum value in the event of a claim related to the item while at PSA, for shipping insurance purposes, and to determine the appropriate Service Level and price. For more information regarding Declared Value, refer to the FAQ on PSA's website at [www.PSAcard.com/resources/faq#104](http://www.PSAcard.com/resources/faq#104).

Please note: PSA will not be responsible for returning additional paperwork submitted with autographed items. Please do not submit originals of non-PSA paperwork, as they may not be returned. This includes non-PSA LOAs and COAs. If you wish to include additional paperwork, please submit copies. Please remove any items from inside the box that you do not want encapsulated. PSA will not be responsible for COAs or any other items that are encapsulated as a result of being left in the box.

**4. Label Placement Option:** Only available for items with a \$15 Letter Upgrade. Check "On Item" box if you want the certification label placed on the item. The label will be placed on the LOA of items with unchecked boxes. Items without a Letter Upgrade will have the label placed on the item. The pressure-sensitive alphanumeric label will destruct upon removal. PSA reserves the right to place the label on the LOA at our discretion.

**4. Calculate the Subtotal:**

a. All items being encapsulated or re-holdered will require a \$25 holder charge.

b. **Autograph Grading (optional)** - See chart C. Grading Price on page 3 for pricing. Provided that the autograph is genuine, it can then be graded based on the condition of the autograph using a scale of 1-10 with 10 being the best. The grade reflects the condition of the autograph only. While each signature is assigned an individual grade for 1-3 autographs, one overall averaged grade is assigned for the item. Four or more autographs will not be graded individually and will only receive one overall grade for all signatures.

c. **Premium Item** - Any item with a declared value of \$1,000 or higher is subject to an additional charge (chart on page 3).

e. **Expedited Processing (optional)** - Add \$50 per order for every 1-5 items for an estimated 10 Business Day turnaround or \$100 per order for every 1-5 items for an estimated 5 Business Day turnaround. PSA will have your order completed in the approximate turnaround time following the day our receiving department processes your order. Shipment time is not included. The outside of the package must be marked "5-day" or "10-day" depending on the requested service. During the week of major conventions, turnaround times may vary. Check the show schedule for the specific dates.

Call to confirm the availability of one day service, \$150 per order (1-5 items).

**f. Return Shipping** - You must remit return postage for EACH order unless you have your own shipping account with Federal Express or USPS Express Service.

g. Please note: Any item submitted for reholder that you simply wish to have re-encapsulated will be automatically reholdered UNLESS (1) the PSA case shows signs of tampering or (2) the PSA case is fractured over the item itself. If the case is fractured over or near the item, the item will be examined raw to ensure it has not sustained damage and that the original grade and authenticity is still valid.

**5. Total charges** and mark **Method of Payment**. Include check, money order, or credit card info. **You must include payment or your order will not be processed. Remit payment in USD.**

**6. Read the terms and conditions on page 3.** Sign and date the front of the form. Keep a copy for your records. Your order will not be processed unless the submission form is signed.

**7. Package items and submission form carefully.** Plastic protectors that are submitted with the vinyl figures may be returned if requested on the submission form, however, they may require additional shipping fees.

**8. Packages to PSA/DNA:** United States Postal Service (USPS) and Federal Express (FEDEX) are the only carriers accepted. We do not accept items sent via UPS, DHL, or any other shipping company. No exceptions. **YOU ARE RESPONSIBLE FOR INSURING ALL PACKAGES TO US.**

a. USPS to: PSA/DNA, P.O. Box 6180, Newport Beach, CA 92658

b. FEDEX Express service to: PSA/DNA, 1610 E. St. Andrew Place, Suite 150, Santa Ana, CA 92705

c. FEDEX Ground Service to: PSA/DNA, 1610 E. St. Andrew Place, Suite 150, Santa Ana, California 92705

**9. Packages from PSA/DNA (Return Carrier):**

a. All orders are returned fully insured with signature required.

b. FEDEX/USPS Express Mail: if requested, you must have your own shipping account number and insurance coverage.

c. Do not send postage stamps, shipping materials or pre-paid postage labels for the return of your package.

d. International shipments requesting specific shipping carriers may be charged additional shipping fees.

e. For international shipments, the customer is liable for any duties and taxes assessed on the shipment to and from PSA/DNA.

f. Contact Customer Service if delivery of your returned package is not made in 14 days of the shipment date.

**10. TURNAROUND TIMES:** The turnaround times listed on the PSA submission form are estimates and only include Business Days. While our staff works extremely hard to process submissions within the time frame listed, the turnaround times are not guaranteed. During the week of the National Sports Collectors Convention, turnaround times will be impacted. Check the show schedule for specific dates.

**11. All terms and conditions are subject to change.** For a complete description of all PSA services and to view a list of the items PSA authenticates and grades, please visit [PSAcard.com](http://PSAcard.com).

## AUTHENTICATION SERVICE PRICING & SHIPPING CHARTS

**SINGLE-SIGNED ITEM** To determine the pricing of your single-signed item, look up the price for the autograph online. Visit [PSAcard.com](http://PSAcard.com) or call (800) 325-1121.

**MULTI-SIGNED ITEM** (All signatures will be authenticated) To determine the pricing of your multi-signed item, first, look up the price for the premier autograph online. Next, count the total number of signatures and refer to the chart below to determine the total charge.

A AUTHENTICATION PRICING					
# of Signatures:	Single-Signed	2 Signatures	3-4 Signatures	5-19 Signatures	20-49 Signatures
Premier Autograph The premier autograph is the signer that has the highest authentication price.	\$10	\$20	\$45	\$100	\$150
	\$20	\$35	\$45	\$100	\$150
	\$25	\$45	\$50	\$100	\$150
	\$30	\$45	\$75	\$100	\$150
	\$35	\$45	\$75	\$100	\$150
	\$45	\$65	\$75	\$100	\$150
	\$50	\$75	\$75	\$100	\$150
	\$75	\$100	\$100	\$125	\$150
	\$100	\$100	\$125	\$150	\$175
	\$150	\$150	\$175	\$200	\$225
	\$200	\$200	\$225	\$250	\$300
	\$250	\$250	\$275	\$300	\$325
\$300	\$300	\$325	\$350	\$350	
\$500	\$500	\$500	\$500	\$500	

For 50+ signatures, call for pricing.

**Example 1:** A single-signed Nolan Ryan photo would be \$20.

**Example 2:** If there are 22 autographs on the item with Nolan Ryan as the Premier (\$20), the price based on the chart above is \$150.

## DOMESTIC RETURN SHIPPING & INSURANCE RATE CHART

Number of Items	TOTAL DECLARED VALUE								
	\$1 - \$500	\$501 - \$1,000	\$1,001 - \$5,000	\$5,001 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$25,000	\$25,001 - \$50,000	\$50,001 - \$75,000	\$75,001 - \$100,000
1 - 3	\$20.00	\$35.00	\$43.00	\$47.00	\$63.00	\$78.00	\$93.00	\$130.00	\$151.00
4 - 5	\$29.00	\$44.00	\$52.00	\$56.00	\$72.00	\$87.00	\$102.00	\$139.00	\$160.00
<b>Add \$5 per each additional item over the amount of 5.</b>									
<b>Declared Value over \$200,000-Add \$20 for each \$50,000 over. *\$200k will be a two package shipment.</b>									
<b>*Packages over \$200,000 could be subject to additional Return fees.</b>									

## PSA TERMS & CONDITIONS

PSA is a division of Collectors Universe, Inc., a Delaware corporation. PSA/DNA Authentication Service is a service of PSA. By signing the front side of this form, Customer acknowledges that they have read the PSA Grading Terms and Conditions (the "Agreement") set forth below and agrees to abide by this Agreement, and further agrees that PSA is entitled to rely upon and benefit from this Agreement.

- PSA will endeavor to certify submissions within a reasonable time frame. However, PSA will have no liability whatsoever to the customer for damages (including incidental or consequential damages) allegedly due to PSA's failure to certify any submission within any time frame.
- PSA may not certify items consisting of A: autographs NOT listed on the PSA/DNA Autograph Pricing Schedule (For items not listed please call.) or, B: autographs that are damaged and/or illegible or, C: autographed items exceeding PSA's weight restrictions.
- Amount paid to PSA is NON-REFUNDABLE once the autographed item begins the authentication process.
- Certification and authentication involves an individual judgment that is subjective and requires the exercise of professional opinion, which can change from time to time. Therefore, PSA makes no warranty or representation and shall have no liability whatsoever to the customer for the opinion rendered by PSA to any submission.
- PSA will exercise reasonable care in handling submissions for authentication. However, if PSA determines the Customer's submission was lost or damaged while in PSA's possession, Customer will be compensated based upon the fair market value of the submission as determined by PSA standard procedures which may include filing a claim with our insurance carrier. The declared value you stated on the front of this form is for estimating the insurance coverage only, and the fair market value of the submission may be less than your declared value. IN NO EVENT SHALL THE TOTAL LIABILITY EXCEED THE DECLARED VALUE OF THE ITEM. Such compensation shall be the Customer's exclusive remedy for any loss or damage. PSA reserves the right to decline your Declared Value and to require you to pay for the accurate Service Level as a condition of completing the authentication and grading process. For more information regarding Declared Value, refer to the FAQ on PSA's website at [www.PSAcard.com/resources/faq#104](http://www.PSAcard.com/resources/faq#104). If Customer's submission is not in conformity with this Agreement or PSA's submission guidelines, PSA reserves the right to

process the submission and correct any non-conformity without notice to Customer. (See <https://www.psa.com/submissions/> for additional information).

- Customer must inspect all submitted items immediately upon receipt from PSA and report any damage or discrepancy to PSA within five (5) days of receipt. Customer must also inspect all submissions immediately upon receipt for mechanical errors pertaining to the description of the submission. Mechanical errors include, but are not limited to, such errors as incorrect date or designation. Customer agrees to return any incorrectly described item to PSA upon request at any time and agrees to indemnify and hold harmless PSA and its affiliates against all losses and/or claims (including attorney's fees) caused by the circulation or sale of a mislabeled or inappropriate item or any unauthorized use of a PSA/DNA certificate or label.
- PSA shall have no liability whatsoever to the customer for any loss or damage of any submitted item occurring while the item is not in the custody or control of PSA.
- Occasionally, our experts cannot express an opinion on an item. Such items will be designated as "Inconclusive" and a refund will be issued in the full amount of the authentication price.
- It is absolutely essential that submissions sent to PSA be packaged and shipped in strict accordance with the requirements. PSA shall have no liability whatsoever for any damage to any submission shipped or delivered to PSA in a manner that does not strictly conform to our written specifications, such as during transit to and from PSA.
- Except as expressly specified set forth herein, PSA disclaims any and all warranties, express or implied, (including the warranty of merchantability and the warranty of fitness for a particular purpose) regarding our service.
- Notwithstanding anything to the contrary contained herein, THE MAXIMUM AGGREGATE LIABILITY THAT PSA SHALL HAVE TO CUSTOMER, OR ANY THIRD PARTY FOR WHOM THE CUSTOMER MAY BE ACTING, ARISING FROM ANY CAUSE, ACT, OMISSION OR OTHER CIRCUMSTANCE, SHALL IN NO EVENT EXCEED AUTHENTICATION/GRADING CHARGES PAID BY CUSTOMER FOR THE AUTHENTICATION SERVICES RENDERED BY PSA WITH RESPECT TO THE ITEMS SUBMITTED FOR AUTHENTICATION HEREUNDER. IN NO EVENT SHALL PSA OR ANY OF ITS AFFILIATES, OR ANY OF ITS OR

## C AUTOGRAPH GRADING PRICE

Authentication price as illustrated on left plus grading price below.

1. For 1-3 autographs, all signatures are graded individually.* If Original Autograph Authentication Price =	Grading Price =
\$10-\$49	\$10
\$50-\$99	\$25
\$100 or higher	\$50
2. For 4+ autographs, grades are averaged.	\$75

\*While each signature is assigned an individual grade for 1-3 autographs, one overall averaged grade is assigned for the item. Four or more autographs will not be graded individually and will only receive one overall grade for all signatures.

## D PREMIUM ITEM CHARGE

Any item with a declared value of \$1,000 or higher is subject to an additional charge.

Declared Value	Premium Item
\$1,000 - \$2,499	\$25
\$2,500 - \$4,999	\$50
\$5,000 - \$9,999	\$100
\$10,000 - \$24,999	\$150
\$25,000+	Call

**PRE-CERTIFIED LOA UPGRADE** PSA is hired by many leading auction houses to authenticate autographs in their catalogs prior to sale. Please look for our Pre-Certified logo in participating auction catalogs or websites. Visit [PSAcard.com/services/precertified](http://PSAcard.com/services/precertified) for full details.

## PRE-CERTIFIED LOA UPGRADE

Item must be received within 60 days following the closing of the auction.

Original Authentication Price	Discount COA/LOA Upgrade
Under \$50	\$15 (COA Only)
\$50 - \$99	\$35
\$100+	\$25 off original authentication price

Cannot be combined with any other discounts.

## INTERNATIONAL RETURN SHIPPING

Insurance Included - \$100,000 Maximum

CANADA		ALL OTHER REGIONS/COUNTRIES	
1 - 10 items .....	\$46.00	1 - 10 items .....	\$55.00
11 - 20 items .....	\$50.00	11 - 20 items .....	\$60.00
21 - 30 items .....	\$54.00	21 - 30 items .....	\$65.00
31 - 50 items .....	\$59.00	31 - 40 items .....	\$70.00
51 - 60 items .....	\$69.00	41 - 60 items .....	\$80.00
Over 60 - \$1.25 per item		Over 60 - \$1.25 per item	
EUROPE		Specific carrier requests may result in additional charges.	
1 - 10 items .....	\$53.00		
11 - 20 items .....	\$58.00		
21 - 30 items .....	\$60.00		
31 - 40 items .....	\$70.00		
41 - 60 items .....	\$75.00		
Over 60 - \$1.25 per item			