



PSA/DNA AUTHENTICATION SERVICES  
 10 Woodbridge Center Dr., Suite 701  
 Woodbridge, NJ 07095  
 (800) 325-1121 • (949) 833-8824 • PSAcard.com

**ORIGINAL PHOTOGRAPH SUBMISSION #**

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

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

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

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

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

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

**Type of Service**  Letter Only or  Encapsulation/Reholder

QTY.	CATEGORY	APPROXIMATE ERA	PRIMARY SUBJECT	LETTER UPGRADE (Optional)	AUTHENTICATION PRICE	DECLARED VALUE
EX. 1	Baseball	1927	Babe Ruth	<input type="checkbox"/> \$15	\$100	\$1,000
EX. 1	Entertainment	1970s	Elvis Presley	<input type="checkbox"/> \$15	\$50	\$500
EX. 1	Politics	1960s	John F. Kennedy	<input type="checkbox"/> \$15	\$50	\$500
1				<input type="checkbox"/> \$15		
2				<input type="checkbox"/> \$15		
3				<input type="checkbox"/> \$15		
4				<input type="checkbox"/> \$15		
5				<input type="checkbox"/> \$15		
6				<input type="checkbox"/> \$15		
7				<input type="checkbox"/> \$15		
8				<input type="checkbox"/> \$15		
9				<input type="checkbox"/> \$15		
10				<input type="checkbox"/> \$15		
<b>TOTAL QTY:</b>			<b>SUBTOTALS:</b>	\$	\$	\$

**1. ORIGINAL PHOTO AUTHENTICATION CHARGES** (Estimated Turnaround 30 Business Days)

SERVICE LEVEL (Includes Panoramic Photos)	DECLARED VALUE	AUTHENTICATION PRICE	QUANTITY	SUBTOTAL
Tier 1	\$999 or less	\$50	x _____ = \$ _____	
Tier 2	\$1,000 - \$2,499	\$100	x _____ = \$ _____	
Tier 3	\$2,500 - \$4,999	\$250	x _____ = \$ _____	
Tier 4	\$5,000 - \$9,999	\$375	x _____ = \$ _____	
Tier 5	\$10,000 - \$19,999	\$850	x _____ = \$ _____	
Tier 6	\$20,000 - \$49,999	\$1,750	x _____ = \$ _____	
Tier 7	\$50,000 or higher	Call for pricing	x _____ = \$ _____	

**METHOD OF PAYMENT**

VISA     MC     AMEX     DISC

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.)

Encapsulation submissions cannot be mixed with non-encapsulation items.  
 Autographed photos must be submitted under the Photo and Autograph Submission form.

Special Bulk pricing available for large volume orders. Contact Customer Service for details.

2. ENCAPSULATION/REHOLDER PRICE . . . . . Calculation: \_\_\_\_\_ x \$30 = \$ \_\_\_\_\_  
 (See reverse) # of items price

3. LETTER UPGRADE (Optional for Encapsulation) . . . . . = \$ \_\_\_\_\_

4. RETURN SHIPPING (per order) — Select One:

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

International Return Shipping (Add \$30 to Domestic total) . . . . . = \$ \_\_\_\_\_

Alternate Return Shipping (Must provide your own FedEx or USPS Express Mail account and insurance coverage)

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)

5. HANDLING (per order) . . . . . = \$ 5

6. VOUCHER/CREDIT ON ACCOUNT . . . . . - \$ \_\_\_\_\_

7. TOTAL CHARGES (Add lines 1-6) . . . . . = \$ \_\_\_\_\_ USD

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

## SUBMISSION INSTRUCTIONS

1. Print your name, customer number, return shipping address, email address and phone number in the space provided. For changes to the return shipping address, please contact Customer Service at (800) 325-1121 before the order completes the authentication/grading process.
2. **Package Information (Required)** — Be sure to fill out this section completely.
3. **Type of Service** — All photos in the submission must have the same service preference. By choosing Letter, this will provide the certification label and full Letter of Authenticity only, items will not be encapsulated. By choosing Encapsulation, PSA will encapsulate the photo into a tamper-evident, sonically sealed case. Please add \$30/photo being encapsulated. For Encapsulation and a Letter of Authenticity, please add Letter Upgrade to your Encapsulation submission, for an additional (\$15/photo). By choosing Reholder, the item will be reencapsulated using our most current holder and label style. Please note: All items will be automatically reholdered UNLESS (1) the sonic weld on 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, it will be examined raw to ensure it has not sustained damage and that the original grade and authentication is still valid. For current PSA holder sizes, please visit PSAcard.com.
4. **Label Placement** — For Letter Type of Service only, not applicable for any Encapsulation option. The Certification Sticker will be placed on the Letter of Authenticity. The pressure-sensitive alphanumeric label will destruct upon removal.
5. **LETTER UPGRADE (Optional)** — In addition to encapsulation, customers may request a premium letter upgrade or a letter replacement for an additional \$15/item.
6. **Declared Value** — Enter declared value amount for each line. 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).
7. Calculate the **Subtotal**, including **Return Shipping** (see rate chart). You must remit return postage for EACH order unless you have your own shipping account with the Federal Express or USPS Express Service. **There is \$5 handling per order. Any item submitted for Encapsulation will add \$30/item Encapsulation to the Total Charges (not including Reholder). Reholder pricing is \$30/reholder item.** Please visit PSAcard.com for current PSA holder sizes.
8. **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.**
9. **Read terms and conditions below.** Sign and date front of the form. Keep a copy for your records. Your order will not be processed unless the submission form is signed.
10. **Package photos and submission form carefully.** Photographs should be placed in a flexible plastic pouch, such as a top loader.
11. **Packages to PSA/DNA:** United States Postal Service (USPS) and Federal Express (FEDEX) are the only carriers accepted. We do not accept items sent UPS, DHL, or any other shipping company. No exceptions. **YOU ARE RESPONSIBLE FOR INSURING ALL PACKAGES TO US.**
  - a. PSA/DNA, 10 Woodbridge Center Drive, Suite 701, Woodbridge, NJ 07095
12. **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. All Panoramic photos will be returned via FedEx 3-Day service. (Rate chart below.)
  - d. Do not send postage stamps, shipping materials, or pre-paid postage labels for the return of your package.
  - e. For international shipments, the customer is liable for any duties and taxes assessed on the shipment to and from PSA.
13. **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.
14. **AUTOGRAPHED PHOTOS:** For photos that have live signatures, please use the Original Photo and Autograph Submission form. Pricing is available online at PSAcard.com.
15. **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.

## DOMESTIC RETURN SHIPPING & INSURANCE RATE CHART

Declared Value	Photographs Up to 25 items Add \$1.25 per item over 25	Declared Value	Photographs Up to 25 items Add \$1.25 per item over 25
\$1-\$500	\$19.00	\$15,001-\$25,000	\$56.00
\$501-\$1,000	\$26.00	\$25,001-\$50,000	\$80.00
\$1,001-\$5,000	\$29.00	\$50,001-\$75,000	\$90.00
\$5,001-\$10,000	\$36.00	\$75,001-\$100,000	\$100.00
\$10,001-\$15,000	\$41.00	Over \$100,000	\$130.00

### FEDEX 3-DAY SERVICE

**PANORAMIC PHOTOGRAPHS** \$50.00

### INTERNATIONAL ORDERS

**ADD \$30.00 TO DOMESTIC FEE TOTAL**

## 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 agree to abide by this Agreement, and further agrees that PSA is entitled to rely upon and benefit from this Agreement.

1. 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.
2. PSA will not certify photographs that are damaged beyond recognition or in frames. Photographs must be removed from frames before submitting for authentication.
3. Amount paid to PSA is NON-REFUNDABLE once the item begins the authentication process.
4. 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.
5. 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 SUBMISSION. 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).

6. 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.
7. 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.
8. It is absolutely essential that submissions sent to PSA be packaged and shipped strictly in accordance with the requirements. PSA shall have no liability whatsoever for any damage to return 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.
9. Occasionally, our experts cannot express an opinion on a photograph. These will be designated as "Inconclusive" and a refund will be issued in the full amount of the authentication price.
10. Except as expressly 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.
11. 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 THEIR RESPECTIVE EMPLOYEES, OFFICERS, DIRECTORS OR AGENTS, BE LIABLE TO CUSTOMER OR ANY

OTHER PARTY FOR ANY INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL OR EXEMPLARY DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

12. In the ordinary course of its authentication operations, PSA (i) compiles data regarding each item submitted for authentication, including, but not limited to, data relating to the identity, production, condition and grade of the item (the "Data"); and (ii) may take, or have taken, one or more digital or other types of photographs, images or reproductions of each such item (collectively, the "Images"). In consideration for the authentication services being provided by PSA, Customer, on behalf of itself and any third party for whom Customer may be acting, hereby authorizes PSA (i) to compile and maintain such Data with respect to each item submitted hereunder for authentication; and (ii) to take, or cause to be taken, one or more Images of each such item, and further agrees that PSA will be the owner of such Data and all such Images and that PSA may use and exploit such Data and the Images for commercial and any other purposes, as PSA in its sole discretion deems appropriate, including, but not limited to, the publication and republication or reproduction in or on any media, of such Data and Images. Without limiting the generality of the foregoing, Customer, on behalf of itself and any third party for whom Customer may be acting with respect to this agreement, unconditionally and irrevocably transfers, conveys and assigns to PSA any and all current and any hereafter acquired rights, title and interests (including, without limitation, rights in copyright, patent, trade secret and trademark) that Customer or any such third party may have in or to the Data and the Images (on whatever media or in whatever form such Images may be reproduced or published).
13. Payment for all PSA services is due upon submission except as otherwise expressly agreed by PSA in writing. Customer agrees that PSA may charge Customer interest at the highest rate permitted by law on any unpaid balance, and that PSA shall have a security interest on any property of Customer's in the possession of PSA or any affiliate thereof to secure Customer's payment obligation hereunder.
14. It is our firm policy for customers not to contact our office for results. Please await your return shipment which will include our written results regardless of outcome — ABSOLUTELY no authentication result

information will be given over the phone, fax or by email.

15. If any items are being submitted for a third party, Customer represents and warrants that such third party has agreed and accepted this Agreement and has signed a duplicate copy hereof where indicated. Customer agrees to provide that third party-signed copy to PSA at any time upon its request.
16. This Agreement is delivered and accepted in the State of California and it is the intention of the parties that it be governed by and construed in accordance with the substantive laws of that State, without regard to conflicts of laws principles. The parties hereby consent to personal jurisdiction of the courts of the State of California with respect to any legal action to enforce the terms and conditions of this Agreement or otherwise arising under or with respect to this Agreement, and agree that the Superior Court of California, County of Orange, or, if applicable, federal District Court sitting in the County of Orange, State of California, shall be the sole venue, and the State of California shall be the sole forum, for the bringing of such action. Each of Customer and PSA agrees that the prevailing party shall be entitled to an award of its reasonable attorney's fees, costs and expenses.
17. The terms and provisions in this Agreement and the Customer Agreement, if applicable, constitute the entire agreement of PSA and Customer (and any third party for whom Customer may be acting) regarding, and supersede all prior agreements and understandings (written or oral) between or among such parties relating to, the subject matter hereof. If it is determined that there are any inconsistencies between this Agreement and the Customer Agreement, then this Agreement shall control. If any term or provision of this Agreement is determined, by a final and non-appealable ruling or order of a court of competent jurisdiction, to be invalid or unenforceable under applicable law, such invalidity or unenforceability shall not affect the validity or enforceability of any of the other of the terms or provisions of this agreement. Each party shall execute and deliver such additional documents and instruments as any other party may request to better evidence or effectuate the agreements contained herein and further agree that PSA is entitled to rely upon and benefit from those terms and procedures.