



P.O. Box 6000, Englewood, CO 80155  
800-888-1861 • customerservice@anacs.com • www.ANACS.com

### SUBMISSION FORM

### OFFICE USE ONLY

Box # \_\_\_\_\_ Order # \_\_\_\_\_

Name: \_\_\_\_\_ Cust #: \_\_\_\_\_  
Shipping Address: \_\_\_\_\_  New Customer  New Address  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone #1: \_\_\_\_\_ Phone #2: \_\_\_\_\_

RETURN SHIPPING	
<input type="checkbox"/> Fed Ex Acct. # _____	<input type="checkbox"/> AM <input type="checkbox"/> PM
<input type="checkbox"/> Exp. Mail Acct. # _____	
Insurance Limit \$ _____	

E-mail: \_\_\_\_\_

**\* NO STAPLES OR TAPE \* PLEASE BIND COINS WITH A RUBBER BAND**  
**Place Raw Coins In 2 1/2 x 2 1/2 Mylar Flips - Mark Flips With Matching Submission Form Line Numbers**

Office Use Only	Quantity	Coin Date	Mint Mark	Denomination	Owner's Value	Country	Variety	Coin Imaging \$3 per	Crossover Minimum Grade	Office Use Only
1								<input type="checkbox"/>		
2								<input type="checkbox"/>		
3								<input type="checkbox"/>		
4								<input type="checkbox"/>		
5								<input type="checkbox"/>		
6								<input type="checkbox"/>		
7								<input type="checkbox"/>		
8								<input type="checkbox"/>		
9								<input type="checkbox"/>		
10								<input type="checkbox"/>		
11								<input type="checkbox"/>		
12								<input type="checkbox"/>		
13								<input type="checkbox"/>		
14								<input type="checkbox"/>		
15								<input type="checkbox"/>		
16							Bill to Address (if different)	<input type="checkbox"/>		
17							Name:	<input type="checkbox"/>		
18							Address:	<input type="checkbox"/>		
19								<input type="checkbox"/>		
20								<input type="checkbox"/>		

Total Owner's Value for Entire Order (Required) \$ \_\_\_\_\_

This form expires on December 31, 2017

Choose One Tier of Service		Max Value Per Coin
<b>U.S. Mint Coins</b>		
<input type="checkbox"/> 1 Day	Grading Fee \$100	\$25,000
<input type="checkbox"/> 2 Day	\$49	\$10,000
<input type="checkbox"/> 5 Day (or ATB 5oz)	\$29	\$5,000
<input type="checkbox"/> 15 Day	\$19	\$2,000
<input type="checkbox"/> Economy (5 Coin Min., No Gold)	\$15	\$500
<input type="checkbox"/> Modern 1950-present (5 Coin Min.)	\$12	N/A
<b>Non U.S. Mint Coins</b>		
<input type="checkbox"/> Priority	\$49	\$10,000
<input type="checkbox"/> Standard or Ancients (pre 1600 A.D.)	\$29	\$5,000
<input type="checkbox"/> Economy (5 Coin Min.)	\$19	\$500
<input type="checkbox"/> Modern 1950-present (5 Coin Min.)	\$14	\$500
<input type="checkbox"/> Physical Cryptocurrency	\$19	\$100
<b>Other</b>		
<input type="checkbox"/> Special Offer	\$ _____	
<input type="checkbox"/> Reholder	\$10	
<input type="checkbox"/> Check# _____	<input type="checkbox"/> Money Order	<input type="checkbox"/> Other
<input type="checkbox"/> Visa	<input type="checkbox"/> MC	<input type="checkbox"/> Amex
		<input type="checkbox"/> Discover

Payment Calculations		Office Use Only
_____ X _____ = \$ _____	# of coins Grading Fee per Coin	
<b>Required - Please initial one conservation option.</b>		
<i>I authorize ANACS to professionally conserve all coins in this invoice at their discretion for a fee of \$29* per submission form, up to 20 coins. I have read and agree to the conservation terms on the reverse of this form.</i>		
<input type="checkbox"/> Yes, Please	\$29 Flat = \$ _____	
<input type="checkbox"/> No, Thanks	\$0 = \$ _____	
_____ X _____ = \$ _____	# of coins Verification Fee per Coin	
Variety Attribution Verification & Errors - An Additional 15 Day Turnaround		
_____ X _____ = \$ _____	# of coins Research Fee per Coin	
Variety Attribution Research - An Additional 15 Day Turnaround		
_____ X _____ = \$ _____	# of coins Imaging Fee per Coin	
Requested Imaging From Above - An Additional 2 Day Turnaround		
<b>Return Insurance + Shipping &amp; Handling</b>		\$ _____
(see chart on reverse for pricing & limitations on international shipping)		
<b>TOTAL</b>		\$ _____
(Grading + Conservation + Attribution + Imaging + Return Insurance S/H)		

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_  
I have read the instructions on the reverse and agree to all stated conditions.  
I take full responsibility for accurately completing this submission form.  
**ORDERS WILL NOT BE PROCESSED WITHOUT SIGNATURE**

Signature X \_\_\_\_\_ Date: \_\_\_\_\_

**Submitter Responsibilities:**

- 1) Fill out the submission form completely and legibly.
- 2) Sign and date form.
- 3) Include payment with your submission. Submission will not be processed with out payment.
- 4) Submit coins in clean, new 2.5 inch "safety" flips.
  - Do not staple or tape flips
  - One coin per flip
  - Number flips to corresponding line on submission form
  - Do not cut flips
- 5) Do not write in "Office Use Only" fields.
- 6) Store your ANACS certified coins in a cool dry place.

**Submitter Agrees to the Following:**

- 1) Payment in full is due upon receipt.
- 2) ANACS reserves the right to correct errors on the submission form. Including, but not limited to, errors in the description of the coins and payment errors.
- 3) Submitters who neglect to fill out the "Owner's Value" field will be limited to an insured value of \$10/coin.
- 4) ANACS is not responsible for returning any packaging or documentation to the submitter.
- 5) ANACS is not responsible for coins that are damaged due to improper preparation by the submitter.
- 6) Specialty coins, varieties, and "exotic" coins may be sent to an outside expert for authentication and/or variety attribution.
- 7) ANACS may photograph your coin for documentation and/or promotional purposes.
- 8) ANACS does not accept damaged packages.
- 9) Rules and fees can change without notice.
- 10) Certification fee for any coin valued over \$25K is 1% of the owner's listed value.

**Return Shipping**

To calculate your return shipping fees use the chart below.

If the submitter has a FedEx or USPS Express Mail account, complete the "Return Shipping" field at the top of the submission form and we will waive our return shipping and insurance fees. This is an optional service and does NOT apply to most submitters.

**Crossover Service**

Coins already certified by another third-party grading service must be submitted as crossovers. To do so list the coin as you normally would, but also include a minimum crossover grade (this is required) in the "Crossover Minimum Grade" field. The minimum grade is your lowest acceptable grade for that coin. If the ANACS opinion meets or exceeds your minimum grade, the coin will be removed from the original holder and encapsulated in an ANACS holder. If the ANACS opinion is lower than your minimum grade, the coin will remain in the original holder.

**ANACS Coin Imaging**

To request ANACS Coin Imaging simply check the box in the "Imaging" field on the line corresponding with the coin you want photographed. This service may extend the turnaround time of your submission by up to two business days. The \$3 per coin fee for this service is in the Payment Calculations area of the submission form. Imaging is only available for coins submitted for certification. To access images, go to [www.anacs.com](http://www.anacs.com).

**ANACS Conservation Service**

RECOMMENDED - Choose this service to allow ANACS to remove PVC, debris, glue, stains, hazing and other easily removed and distracting flaws from your submitted coins. \*The flat fee for this service is \$29 per submission form or up to 20 coins. ANACS reserves the right to add additional fees for coins that may benefit from the conservation service but that are more challenging to conserve. To select this service, initial the Conservation Service field in the Payment Calculations area. Not selecting this service may result in coins not being certified due to PVC and/or other corrosive material contamination. Uncertified coins

**GSA Dollars**

ANACS will certify GSA Dollars in the original government packaging.

The coin will be graded (and attributed, if requested) without being removed from GSA holder. Do not send blue GSA cardboard boxes with submission. The results of this service are not protected by any ANACS guarantee. There is no additional charge for this service.

**ANACS Certifies**

- Regular Issue, Commemorative, and Pattern U.S. Coinage
- A Wide Variety of World Coins from 1600 – Present
- A Wide Variety of Error and Variety Coins
- A Wide Variety of Tokens, Medals & So Called Dollars
- Problem Coins, Including "Cleaned", "Corroded", "Damaged", "Repaired", "Whizzed", "Scratched", etc. These Coins are Given a "Details" Grade (Not Guaranteed)
- Ancient Coins
- 5oz ATB 25C – Must be submitted on 5 Day Service
- GSA Dollars in Original Holder

**ANACS Does Not Certify**

- Paper Money
- Holed Coins
- Foreign Blank Planchets
- Casino Chips
- Coins Contaminated by PVC
- Coins Less than 11mm or Greater than 41mm in Diameter
- Coins Thicker than 3.8mm
- Counterfeit / Questionable Coins / Copies / Electrotypes
- Unidentifiable Coins
- Coins Actively Corroding
- ANACS Can Refuse to Certify any Coin for Any Reason

**Turnaround Times**

ANACS turnaround times are calculated as 24-hour business days. This means weekends, ANACS holidays, and USPS holidays do not count towards turnaround times. There is no turnaround time guarantee.

- 1 Day Service is scheduled for 24 hours
- 2 Day Service is scheduled for 48 hours
- 5 Day Service is scheduled for five business days (approximately one week)
- 15 Day Service is scheduled for 15 business days (approximately three weeks)
- Economy Service is scheduled for four to six weeks (varies based on volume)
- Modern Service is scheduled for 15 business days (approximately three weeks)
- Non-US tiers of service turnaround times vary greatly.

Attribution verification and research can slow the turnaround time of any tier of service.

**Variety and Error Attribution**

Variety Attribution Verification & Errors (\$7) – ANACS will confirm the variety or error of a coin. To use this service list the variety, error, or die pair in the "Variety" field. The charge for this service is \$7 per coin. Make sure you account for this fee in the "Payment Calculations" area. This service can add an additional 15 business days to the turnaround time of your submission.

Variety Attribution Research (\$12) - ANACS will research the variety or die pair of a coin. To use this service write, "RESEARCH" in the "Variety" field. The charge for this service is \$12 per coin. Make sure you account for this fee in the "Payment Calculations" area. This service can add an additional 15 business days to the turnaround time of your submission.

**Reholders**

All ANACS encapsulated coins can be submitted for Reholder Service. Coins certified before January 1, 2008 will be reholdered using a blue label. Coins certified after January 1, 2008 will be reholdered using a gold label. As a general rule, coins certified with custom labels will keep the original label.

**ANACS Guarantee**

ANACS guarantees the authenticity and grade of all original U.S. Mint, foreign, and ancient coins, and tokens and medals certified by ANACS.

The guarantee on grading is limited to gold, silver, and platinum coins only. ANACS does not guarantee the grade of coins that carry a "Details" and/or "Net" grade. Coins damaged by improper storage or removed from the ANACS holder are not covered by this guarantee. The ANACS guarantee does not cover clerical label errors. ANACS does not guarantee the authenticity or grade of any ANACS certified coins in damaged, unsealed, counterfeit or altered ANACS holders. Coins graded by ANACS in the GSA holder are not guaranteed. Variety and error attributions are not guaranteed.

Verbal opinions rendered by ANACS graders or representatives are intended to give the submitter an estimate of how a coin might grade if submitted and are not guaranteed.

If you question the authenticity or grade of an ANACS certified coin, it can be submitted to ANACS for review. If the results of the review show the coin is not genuine or the coin is over graded, you will be compensated for fair market value. Solely ANACS will determine the value and the way the customer is compensated. Coins lost or damaged while in ANACS possession will be resolved in the same manner. All claims must include a transaction history of the coin going back as far as possible.

returned to you for these reasons are not eligible for refunds if the Conservation Service is not selected.

Conservation Service can alter the look of the coin(s). Conservation Service may reveal otherwise hidden problems and result in a details grade voiding the ANACS guarantee. Submitter understands any conservation service may include the use of caustic materials on the coin's surface and neither ANACS, nor any ANACS employees, is/are responsible for any loss of value, damage, lower grade, or change caused to a coin resulting from any service performed. Submitter agrees to forever hold harmless ANACS and its employees for any loss. ANACS expert staff makes the determination whether conservation is beneficial for each coin and reserves the right not to conserve any coin for any reason. ANACS Conservation Service is not available for coins valued over \$2,000. Crossover service is not available in conjunction with Conservation Service. ANACS Conservation Service is not a restoration service. Conservation is only available for coins submitted for certification.

**To calculate return shipping, add postage and insurance coverage based on number of coins and owner's value.**

U.S. DOMESTIC POSTAGE, INSURANCE, PACKAGING, AND HANDLING RATE SCHEDULE						
Number of Coins	DECLARED VALUE (if over \$100,000 in value call for rates)					
	\$0-\$1000	\$1001-\$5,000	\$5,001-\$15,000	\$15,001-\$40,000	\$40,001-\$70,000	\$70,001-\$100,000
1-4	\$24.00	\$36.00	\$40.00	\$59.00	\$82.00	\$101.00
5-20	\$32.00	\$40.00	\$45.00	\$64.00	\$89.00	\$106.00
21-40	\$36.00	\$45.00	\$52.00	\$69.00	\$92.00	\$111.00
41-70	\$41.00	\$52.00	\$57.00	\$78.00	\$97.00	\$116.00
71-100	\$48.00	\$57.00	\$60.00	\$83.00	\$102.00	\$121.00
101-200	\$53.00	\$62.00	\$63.00	\$88.00	\$107.00	\$126.00
IF OVER 201 CALL FOR RATES						

**International Rates \$75.00 + \$1.25 per \$100 of Insurance • Not to Exceed \$5,000 Total Submission Value.**