

# ICCS SERVICE REQUEST

International Coin Certification Service ; 2010 Yonge St., Suite 202, Toronto, Ontario, M4S 1Z9  
Tel. # (416) 488-8620; Fax # (416) 488-6371

Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/ Town: \_\_\_\_\_ Prov./ State: \_\_\_\_\_ Postal/ Zip Code: \_\_\_\_\_

Telephone (Area Code): \_\_\_\_\_ (Home) \_\_\_\_\_ (Office) \_\_\_\_\_ (Fax) \_\_\_\_\_

Item No.	Country	Denomination	Date & Variety	Owner's Value	SHADED AREA FOR ICCS USE ONLY		
					ICCS #	Grade	Shipping Data
1							Date Received:
2							Method & No.:
3							
4							
5							Date Sent:
6							
7							
8							Method & No.
9							
10							
11							
12							
13							
14							
15							

### INFORMATION

- Please list coins in order of denomination and date (including varieties). One coin per line and please double check your listing. Misattributed coins will be returned ungraded. ICCS is not responsible for missing coins upon arrival at ICCS offices.
- Bulk submissions received without an ICCS form, or its equivalent facsimile, is subject to an administration surcharge of \$25.00. Submit all coins in vinyl flips, U-Do-It holders or envelopes. Original holders will not be returned. Coins submitted in non-standard holders will be levied an additional handling fee.
- Coins will be returned only to the above address. (Note: ICCS does not guarantee the delivery times of third party couriers).
- Same Day Express grading by appointment only before 11:00 a.m.
- No bulk discounts on foreign\* coins, gold coins or tokens. Please note ICCS does not certify error coins. (Foreign coins are identified as decimal coins other than coins catalogued from Canada, Great Britain or United States of America.)
- Registered Mail return postage limits: \$4,000./package or 500 grams/package.
- Return shipping insurance is automatically \$100. per package. If you require additional insurance, state the total value as \$ \_\_\_\_\_. If blank or zero value, then the coins will be returned with a maximum insured value of \$100.
- Payment by personal cheque or money order is acceptable. Payment must accompany Service Request Form at the time coins are submitted.
- NOTE: Coins that have been removed or are removable from previously ICCS sealed holders are subject to a full re-grade. In such cases any previously assigned grade is no longer valid. This service request will not be processed until this form has been signed by the submitter.
- Standard turnaround is 10 to 12 business days upon arrival at ICCS. Turnaround for bulk discount rate services are 7 to 9 weeks (longer for lots greater than 200 coins).
- GST(5%) applies to residents of Quebec, Manitoba, Saskatchewan, Alberta, British Columbia, the Territories and International submissions. HST(13%) applies to residents of Ontario. HST(14%) applies to residents of Prince Edward Island. HST(15%) applies to residents of Nova Scotia, Newfoundland and New Brunswick.
- This form is effective March 1, 2019 and supersedes all previous ICCS forms.

### GRADING FEE SCHEDULE

<b>REGULAR SERVICE (10-12 Business Days)</b>	
All GOLD, TOKENS & FOREIGN* at \$15.00 / coin	\$ _____
All DECIMAL coins at \$12.00 / coin	\$ _____
<b>BULK SERVICE (7-9 Week Turnaround)</b>	
100 or more coins at \$7.00 / coin	\$ _____
(Bulk submissions received w/o ICCS Serv. Req. at \$25.00)	\$ _____
<b>EXPRESS SERVICE</b>	
Same Day at \$75.00 / coin	
Next Day at \$50.00 / coin	
One Week at \$25.00 / coin	\$ _____
<b>OTHER SERVICES</b>	
Crack-outs of cross-graded items at \$7.50 / coin	\$ _____
Non Standard Variety Recognition at \$4.00 / coin	\$ _____
Scanning Rejects & Repackaging at \$3.00 / coin	\$ _____
<b>SHIPPING &amp; HANDLING *</b>	
Return by Registered Mail (Canada only) (at \$16.00 / package)	\$ _____
Return by Priority Courier or FedEx (Price To Be Determined)	\$ _____
<b>RETURN SHIPPING INSURANCE</b>	
\$6.00 per \$1,000.	\$ _____
<b>SUBTOTAL</b>	\$ _____
GST/HST # 120626205RT0001 _____%	\$ _____
(See information for applicable rates)	\$ _____
<b>TOTAL DUE</b>	\$ _____
<b>MAKE CHEQUE PAYABLE TO ICCS.</b>	\$ _____

Date: \_\_\_\_\_; Signature: \_\_\_\_\_

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Item No.	Country	Denomination	Date & Variety	Owner's Value	SHADED AREA FOR ICCS USE ONLY	
					ICCS #	Grade
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17						
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