DYNAMIC CARD INNOVATION

Slab Submission Form

4645 Wyndham lane, Suite 110 , Frisco, Tx 75033
(469) 943-2357 | dcigrading.com

Your Name:_____ Account #: _____

First-time submitters: We will assign an account # upon receipt of your order

SHIP TO: (NO P.O. BOXES)
NAME:_____
ADDRESS:_____
_____
CITY:_____
STATE:_____ZIP:_____
PHONE:_____
EMAIL:_____

SHIP VIA:
(CHECK ONE)
☐ Priority Overnight
☐ 2 Day
☐ Express Saver
☐ Ground
☐ FedEx Account #
_____

DCI USE ONLY
INVOICE #_____
JOB #_____
DATE RECEIVED:
_____
REC'D BY:_____
SALES REP:_____

Types of Cards

#	SPORT	QTY	YEAR	SET NAME (TOPPS, UPPER DECK, ETC.)	CARD #	CARD/PLAYER	DECLARED VALUE
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
TOTAL							

Service and Payment

TYPE OF SERVICE	PAYMENT OPTIONS
SLAB	CHECK/MONEY ORDER (NO CASH)
	CARD #
	EXP. DATE: CVC CODE:
	NAME:
	SIGNATURE:
	All fees must be paid in advance before we can process your order.

Signature: _____
Date:_____
Promo Code: _____

Please refer to rules and instructions attached.

Give us your social if you'd like to be tagged!

_____

Submission Rules and Instructions

1. Fill in your name, account number, address, phone number and email in the space provided. Please note, we are unable to ship to P.O. Boxes and do not accept cash. If you do not have an account number, one will be assigned to you.

2. List a description for each card you are submitting with year of issue, set name, card number, card/player name and your declared value. For lines listing a quantity greater than one, enter the total declared value for all items in the "Declared Value" column.

3. Select whether you would like your cards for Grading – your cards will be given a numeric grade unless they are deemed to be altered (trimmed, recolored etc.), which would then be sealed and authenticated in a standard DCI Authentic/Altered case or for Authentic Only – your cards will not receive a numeric grade but will be placed into a DCI holder and labeled as "Authentic" if they are deemed to be authentic, standard grading fees apply, by checking the appropriate box on the front.

4. Select the Slab Grading Service level for your submission. Note, only one service level can be selected per submission. If you would like to submit under multiple service levels, each submission must be submitted as a separate order with its own return shipping and insurance fees.

Definition of without sub-grades: The without sub-grades option does not provide grades for centering, corners, edges or surface, if the card grades below a DCI 10. The card will receive one, overall grade, based on the condition. Cards graded a DCI 10 will automatically include sub-grades.

5. Calculate the subtotal of fees:
a. Grading fee calculation: Based on the service level selected, multiply the total number of cards by the appropriate fee.

b. Re-Encapsulation fee: Items that have already been graded by DCI and now require a new holder due to scratching and/or chipping can be submitted for re-encapsulation for a fee of $10 for an estimated 60 business days turnaround.

Note: if the sonic weld on the case has been broken, or shows signs of tampering, the item will not qualify for re-encapsulation and regular grading rates will apply.

c. Insurance: Insurance cost applies to all carriers and is based upon the declared value of the package.

Insurance Fees

DECLARED VALUE	FEE	INTERNATIONAL ORDERS
$1-$1000 $1,001-$2,000 $2,001-$3000	$14 $28 $42	INSURANCE: $1.25 for every $100 worth of insurance. All fees listed are in U.S. funds.
Add $14 for each additional $1000 declared value (or portion thereof)		

D. Shipping - Based on your shipping method choice, calculate the return shipping fee. You are responsible for return shipping on each order unless you have your own account with FedEx/UPS. If no shipping choice is selected, your order will be returned through FedEx Ground signature required. For international shipments, the customer is liable for any duties and taxes assessed on the shipment to and from DCI. We reserve the right to change carriers without notice unless a shipping account is being used.

NEXT DAY SERVICE		2-DAY SERVICE		EXPRESS SAVER		GROUND SERVICE		INTERNATIONAL ORDERS	
# of cards		# of cards		# of cards		# of cards		# of cards	
1-10	$60	1-10	$40	1-10	$30	1-10	$25	1-10	$55
11-20	$70	11-20	$45	11-20	$35	11-20	$27	11-20	$65
21-50	$80	21-50	$50	21-50	$40	21-50	$28	21-50	$90
51-75	$95	51-75	$60	51-75	$50	51-75	$32	51-75	$110
76-99	$100	76-99	$80	76-99	$55	76-99	$35	76-99	$150
Per 100	$125	Per 100	$100	Per 100	$65	Per 100	$50	Per 100	$175

6. Total charges and mark method of payment. All fees must be paid in advance before we can process your order. Your order will be charged upon receipt, returned checks will be assessed a $30 fee. All payments must be in U.S. funds.

7. Check your submission form for accuracy and sign the form agreeing to the terms and conditions. Keep a copy for your records.

8. Place each item in a semi-rigid holder such as a "Card Saver 1", we also recommend using "penny sleeves" in conjunction with the semi-rigid holders. Do not use screw down or hard acrylic holders. DCI will not be responsible for any damages incurred by the use of improper holders. Items not submitted in individual sleeves will be charged $0.50 per sleeve provided by DCI.

9. Items must be accompanied by a DCI Grading submission form. Failure to completely and accurately fill out the proper submission form may result in delayed turnaround times or additional charges.

10. Ship your items to: DCI Grading, 4645 Wyndham lane Suite 110 , Frisco, Tx 75033. All items must be sent insured with a tracking number, we will not be responsible for uninsured packages.

Terms and Conditions

1. All terms and conditions are subject to change.

2. All fees paid to DCI are NON-REFUNDABLE once the order begins the grading process. If a customer would like their cards returned, ungraded, prior to the grading process being started, there will be a charge of $2 per card plus return shipping and insurance. Please note, cards showing evidence of counterfeiting, tampering, or restoration will be charged the full amount according to the service option selected as the determination to reject an item requires review by DCI graders and authenticators.

3. DCI shall have no liability whatsoever to the customer for any damage to any items that DCI can reasonably demonstrate occurred while not in the custody or control of DCI. However, if DCI determines the customer's submission was lost or damaged while in DCI's possession, customer will be compensated based upon the fair market value of the submission as determined by DCI's standard procedures which may include filing a claim with our insurance carrier. The owner's declared value is used for determining insurance cost of the return shipment and the maximum amount that can be claimed for damage or loss in shipment for any items. IN NO EVENT SHALL THE TOTAL LIABILITY EXCEED THE DECLARED VALUE OF THE ITEM.

4. DCI will provide collectors with the finest, most thorough, consistent and accurate authentication efforts available in the industry. Occasionally an item may have a typographical error on the label. Upon receipt from DCI, customer must inspect all items and report any damage or discrepancy to DCI within five (5) days of receipt. Customer agrees to return any incorrectly described item to DCI upon request at any time, and agrees to indemnify and hold harmless DCI and its affiliates against all losses and/or claims (including attorney's fees) caused by the circulation or sale of a mismarked or inappropriate item or any unauthorized use of a DCI certificate or label.

5.DCI will not be responsible for returning items sent with insufficient payment or inadequate contact information, nor will DCI be required to contact you or retain your items in such circumstances for a period in excess of three (3) months from its initial receipt.

6. DCI will review any DCI-Graded item(s) that you feel warrants a different grade. Additionally, we accept crossover submissions on items that have previously been graded by another third-party grading service. State a minimum grade, the lowest grade that you are willing to accept from DCI, we will review the card in its existing holder and will only remove and encapsulate it in a DCI holder if it meets or exceeds the minimum grade. On occasion, a flaw may be completely hidden by the existing holder, and once cracked out, the card cannot be crossed, for which DCI will have no liability whatsoever. If the item doesn't meet the minimum grade, it is returned to you in the original holder. All service fees are charged regardless of your item being crossed-over or receiving a grade bump.

7. In the ordinary course of its operations, DCI (i) compiles data regarding each item submitted for authentication/grading, 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/grading services being provided by DCI, Customer, on behalf of itself and any third party for whom Customer may be acting, hereby authorizes DCI (i) to compile and maintain such Data with respect to each item submitted hereunder for authentication/grading; and (ii) to take, or cause to be taken, one or more Images of each such item, and further agrees that DCI will be the owner of such Data and all such Images and that DCI may use and exploit such Data and the Images for commercial and any other purposes, as DCI 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 DCI 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).

8. The rights and obligations of both you and DCI shall be governed by and construed in accordance with the laws of the United States and the State of Texas, excluding its choice of law rules. By your submission of items or memorabilia to DCI, you hereby (a) agree to all of the terms and conditions of these Submission Instructions, (b) submit yourself to the exclusive venue and jurisdiction of the United States District Court for the Northern District of Texas, Collin Division and/or the District Courts of Collin County, Texas, and (c) expressly waive any venue or jurisdiction to which you may otherwise be entitled by your present or future domicile.