

## PWCC Auctions, LLC Consignment Form & Packing List

We are pleased to assist you in the brokering of your collection. This form describes the auction process and serves to provide the consignor/auction-house all the information required for properly placing your consignment into one of our monthly auctions. Please print this form and include it with your consignment.

**Past PWCC Consignor** *(only need your name)*

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

**New PWCC Consignor** *(or change of contact info)*

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

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

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Which auction are you consigning to?**

\_\_\_\_\_ *Premiere Auction #1 (Jan)*

\_\_\_\_\_ *July (National Convention, no auction held)*

\_\_\_\_\_ *Premiere Auction #2 (Feb)*

\_\_\_\_\_ *Premiere Auction #7 (Aug)*

\_\_\_\_\_ *Premiere Auction #3 (Mar)*

\_\_\_\_\_ *Premiere Auction #8 (Sep)*

\_\_\_\_\_ *Premiere Auction #4 (Apr)*

\_\_\_\_\_ *Premiere Auction #9 (Oct)*

\_\_\_\_\_ *Premiere Auction #5 (May)*

\_\_\_\_\_ *Premiere Auction #10 (Nov)*

\_\_\_\_\_ *Premiere Auction #6 (June)*

\_\_\_\_\_ *December (no auction held)*

## PWCC Consignment Rates as of 8/1/2013

All consigned items are charged an individual consignment rate consistent with that single item's category and value.

The rates outlined below include all fees associated with the auction process (e.g. eBay, PayPal, etc.). In other words, the consignor will be paid exactly the closing price less the fees outlined below.

Single Graded Cards (PSA, SGC, BVG, BGS)		Single Ungraded cards*, Small Group Lots**, Memorabilia***	
Auction Sale Price	Rate	Auction Sale Price	Rate
\$0 - \$100*	\$6 + 10%*	<b>Minimum \$50 Auction Value</b>	
\$100 - \$200*	15.0%*	\$50 - \$100	\$10 + 10%
\$200 - \$1,000	13.5%	\$100 - \$200	20.0%
\$1,000 - \$2,000	12.0%	\$200 - \$500	17.5%
\$2,000 - \$3,000	11.0%	\$500 - \$2,000	15%
\$3,000 - \$4,000	10.0%	\$2,000 - \$5,000	12.5%
\$4,000 - \$5,000	9.0%	\$5,000 - up	10%
\$5,000 - up	8.0%		

  

Complete Sets & Large Group Lots	
Auction Sale Price	Rate
<b>Minimum \$250 Auction Value</b>	
\$250 - \$500	\$50 + 10%
\$500 - \$1,000	20.0%
\$1,000 - \$2,000	15.0%
\$2,000 - \$5,000	12.5%
\$5,000 - up	10%

\*Ask about special PSA Set Break and volume discounts for these categories

\*Cards graded by companies other than PSA, SGC, BVG, or BGS are considered ungraded singles

\*\*Small group lots can contain up to 50 graded/ungraded cards

\*\*\*All memorabilia must be authenticated by either PSA/DNA, JSA, UDA, or Steiner Sports

- i) Consignment rates reflect the difference in time/effort required to properly list items from the various categories.
- ii) Please note that all large group lots & sets must be received in an organized fashion, ready for the auction process. This means that sets are received in-order (any missing cards clearly stated), and group lots are received bundled as they are to be auctioned. Any sets/group lots which require basic organization prior to embarking on the auction process will incur a \$50/hr handling fee.
- iii) We require consignors to notify PWCC of any group lots prior to shipment to ensure the items are of adequate value and are organized suitably for the auction process (and to avoid any additional handling fees). Please send an email regarding the consignment of group lots to [brent@pwccauctions.com](mailto:brent@pwccauctions.com)

**Packing List:** *List the contents of the consignment (feel free to staple a separate packing list to this form):*

Note: All group lots must be cleared with the auction house before shipping. Please send an email to [brent@pwccauctions.com](mailto:brent@pwccauctions.com) to get approval and to obtain preparation instructions to ensure items are received in a condition suitable for auctioning. Any group lots which are received in a disorganized fashion will be subjected to a \$50/hr fee as we work to organize the item(s).

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### **Packing & Shipping**

Place consigned items into an appropriate box and be sure to keep items away from box corners; 2” of padding between your collectible and the box corner is ideal. Double boxing is never a bad idea (though a larger box will often increase shipping costs). If you’re shipping graded cards, be sure to stack graded cards tightly and secure them with rubber bands or a padded envelope. Make sure ungraded (raw) cards are properly protected; ensure cards in binder pages are secured tightly to prevent shifting in transit.

We can accept consignments shipped via any standard courier or through in-person drop-off. We especially like USPS Express, USPS Priority w/ Certified, USPS Registered mail, UPS Ground, and FedEx. Determining the best courier depends on the size and value of the consignment. Timeline may also influence the shipping selection if the consignment deadline is quickly approaching. Regardless of which courier you choose, NEVER send a package without a tracking number and required signature (i.e. do not send USPS Priority mail unless Certified tracking is added). Do not hesitate to contact us to request our opinion.

Shipping Address

**PWCC, LLC**  
**248 3<sup>rd</sup> Street, Box #747**  
**Oakland, CA 94607**

### Consignment Procedure Checklist

- \_\_\_\_\_ Assemble items for consignment, prepare a packing list
- \_\_\_\_\_ Approval received from PWCC regarding all group lots?
- \_\_\_\_\_ Print and fill out this form
- \_\_\_\_\_ Place this form in box with consignment and ship via preferred courier
- \_\_\_\_\_ Send an email with courier tracking to [brent@pwccauctions.com](mailto:brent@pwccauctions.com).

We'll confirm via email when the package arrives at our address. This email serves as a digital record of your consignment, which is needed for insurance purposes. If you're a new client, the contact information at the top of this form will be used to establish your account. Check the Client Portal on our website to view your listings a few days before the auction begins. The Client Portal will also be updated after the auction closes with the consignment results. Payment is issued via personal business check approximately 2 weeks after the auction's close. PayPal personal payments (no fees) can also be issued upon request.

We look forward to working with you! Contact us with any questions:

[brent@pwccauctions.com](mailto:brent@pwccauctions.com)  
510-725-7853