

## Take Advantage of our FREE Sweeps Boxes!

The majority of our shipments are received through FedEx, UPS and USPS. UPS Ground is used to ship larger refining shipments such as floorsweeps and polishing dust. We encourage you to recycle our product boxes when you send us your scrap.

We also have FREE trash can size boxes available for your polishings and sweeps. Just call 800-759-9997 and ask for a small or large size sweeps box shown in photo at right.

## **Box Dimensions in Inches:**

**Large Box:**  $31'' \times 16'' \times 16''$  (holds up to 60 lbs of sweeps) **Small Box:**  $18'' \times 10'' \times 10''$  (holds up to 15 lbs of sweeps)

These heavy-duty boxes come with plastic liners, a Chain of Custody Form and include FREE and insured shipping labels for your convenience. **Please include the REFINING CHAIN OF CUSTODY FORM with your shipment.** Including this completed form will expedite the processing of your refining shipment.





## **SHIPPING NOTES:**

- Free FedEx 2Day® Shipping is limited to \$25 per package.
- The customer will incur charges for shipping charges over \$25 per package and/or karat scrap sent that yields less than 1 oz of Fine Gold, Platinum or Palladium.
- We DO NOT offer free shipping on silver scrap.
- Free FedEx 2Day® Shipping is insured for \$25,000 per package.
- In the event of loss, claims compensation is limited to 75% of customer estimated value.
- For high value packages (\$25,000+), please contact customer service for an insured overnight label.
- Make a copy of the shipping label to keep for your records. This contains important tracking information.

## PLEASE FOLLOW THESE PACKAGING GUIDELINES:

- Double plastic bag and seal your material securely.
- Place into a secure box with a completed REFINING CHAIN OF CUSTODY FORM, including AML info, or include a letter with all pertinent information (Make a copy for your records).
- Label the outside of your box clearly with your name and address or use the FREE downloadable shipping label from our website.
- Address your shipment to: Hoover & Strong, Attn: Jay, 10700 Trade Rd., North Chesterfield, VA 23236.
- Drop into the mail or take to FedEx/UPS dropoff location.
- If you use our FREE SHIPPING LABEL, tape the shipping label on the outside of your package and leave it with your FedEx driver or drop-off point. Make sure to notate the tracking # or make a copy of the label for your records.