

HOOVER & STRONG REFINING CHAIN OF CUSTODY FORM

Please complete all sections of this form and include a physical copy with your scrap shipment. Orders may be delayed without all sections completed. **Markets are set on day your refining is received. We purchase metal scrap from USA, Canada and Mexico customers only.**

Company Name _____
 Customer Name _____
 Address _____
 City _____ State _____ Zip _____
 Phone _____ Fax _____
 Email _____

- I am a new customer. The above is an address change.
 I live in the USA. I am a registered USA business.

I am shipping the following:

- Karat Gold Sterling Silver Platinum
 Palladium Gold Filled Dental Scrap
 Filings, Grindings, Polishings Bench Sweeps Floor Sweeps
 Other Material: _____

DESCRIPTION OF MATERIAL

Unit of Measure (please check one) grams dwts ozs lbs

Description of Items	Customer Weight	Weight Rec'd <small>(for H&S use only)</small>

CLEAN SCRAP (HARD SCRAP) - ASSAY

- Gold & Silver (Free) Platinum & Palladium (\$50) All four metals (\$50)

SWEEPS - ASSAY FOR:

- Gold & Silver (\$75) Platinum & Palladium (\$125) All four metals (\$125)

STONE REMOVAL

- Request Stone Removal (\$75) Yes No
 Return My Stones (\$15 FedEx fee) Yes No
 Do you want Lab Grown Screening? (\$49-\$79) Yes No
 Do you want a stone purchase quote? (free) Yes No
 Do you want CZ Frosting? (\$50) Yes No

All charges will be deducted from lot value upon settlement

PLEASE SELECT YOUR PREFERRED PAYMENT METHOD BELOW:

- Send me a check.**
Make check payable to: _____
 (Specify your delivery preference below.)
 First Class Mail (No Charge) International FedEx (cost subject to zip codes)
 FedEx AM - Next Day (\$25) Express Mail (\$25)
 FedEx PM - Next Day (\$20)
 FedEx 2 Day (\$15)

***** PRICES ABOVE ARE SUBJECT TO CHANGE BASED ON ZIP CODE *****

Regular Mail – This option is subject to USPS Service. There is a \$30 stop-payment fee to re-issue a check prior to 10 business days from date issued. If time is of the essence, FedEx or wire transfer is strongly suggested.

- Send me a Wire Transfer** (\$500 minimum, \$10.00 charge)
For wire transfers, fill out the form below or attach a voided check.

Name of Bank _____
 Location of Bank (City) _____ (State) _____
 Account Name _____
 Account # _____ ABA Routing # _____

- Credit my account.**
 I would like to use my settlement to purchase these products now:

SPECIAL INSTRUCTIONS: _____

MAIL YOUR REFINING TO: **Attn: JAY**
 Hoover & Strong, Inc.
 10700 Trade Road
 N. Chesterfield, VA 23236

ANTI MONEY LAUNDERING REQUIREMENT

In order to comply with our legal obligations under the USA Patriot Act and Anti Money Laundering laws, we ask that you provide the following information. We encourage all of our customers and suppliers to adopt and implement anti corruption measures. **All information you provide below will be kept confidential and is not reported.**

If you have already submitted this form and there have been no changes to your information, you do not need to fill this out again.

Company Name _____
 President, CEO or Partners: _____
 Business Structure: Corporation Partnership Sole Proprietorship

Federal Tax ID or Social Security #.* _____
 *In lieu of your social security number, you may provide a photocopy of your current driver's license.

Do you maintain an AML program? Yes No
 AML Compliance Officer: _____
 Bank Name: _____
 Account Number: _____

The material we supply for refining is free of conflict materials. It is not sourced from entities that engage in unfair or deceptive purchasing practices or sourced from e-waste recycling facilities that do not have an environmental policy. By signing below, I certify that I do not engage in deceptive or unfair purchasing practices.

Signature _____
 Printed Name _____
 Title _____

You can download a FREE, insured FedEx shipping label at www.hooverandstrong.com/free-shipping
 For your records, make a copy of this completed form and record the FedEx tracking number from your shipping label.
 (THE FREE SHIPPING LABEL IS NOT APPLICABLE FOR ALL REFINING SHIPMENTS)