

Leaf Trading Cards, LLC

Submission Form

Executive Collection Cut Signature Custom Card

3330 Earhart Drive Suite# 204
 Carrollton, TX 75006
 Phone (800) 854-1732 Fax (214) 349-5083
 www.leaftradingcards.com

DATE _____

OFFICE USE ONLY _____

CUSTOMER INFORMATION

Name: _____

Company Name: _____

Street Address: _____

City, State, ZIP Code: _____

Phone: _____

Email: _____

Comments or Special Instructions: _____

Qty	Name of Personality/Type of Celebrity <i>(example: Hank Aaron / Baseball Player, Madonna / Musician)</i>	Authenticated By (Circle One)	Authentication Needed? (Circle)	Declared Value (Required - For Return Shipment)
		PSA or JSA	PSA	
		PSA or JSA	PSA	
		PSA or JSA	PSA	
		PSA or JSA	PSA	
		PSA or JSA	PSA	
	<i>Please use a second sheet if more room is needed</i>			

All submissions must be paid for in advance and must be complete before the custom order can begin
 Incomplete or illegible submission forms can delay your order.

Method of Payment

- Personal or Business Check (Checks are held until cleared)
- Money Order or Cashier's Check (Please DO NOT send Cash*)
- Credit Card (MasterCard, Visa, American Express or Discover)

Card Number: _____

Exp. Date / Sec. Code: _____

Name as it appears on the card: _____

Address if different from above: _____

Cardholder Signature: _____

**Cash payments accepted in person and/or at Trade Shows ONLY!*

Return Shipping Options (pricing on opposite page)

Turn around time will be approximately 3-4 weeks on regular items & an additional 4 weeks on items that need authentication.

UPS Priority Overnight

UPS 2nd Day Air

UPS 3-Day Air

UPS Ground

Global Express Mail (International Orders Only)

Calculating Your Total

Total number of Cards:	_____
Fee per card (see back)	_____
Multiply line 1 & 2	_____
Authentication fees (see back)	_____
Return shipping (see back)	_____
Insurance Fees (see back)	_____
Subtotal	_____
TX residents add 8.25% sales tax	_____
Total	_____

Authentication fees in calculation above are only necessary if LEAF is used for authentication submission to PSA/DNA, the only services accepted in this program. If using LEAF as the authentication submission agent, you **must** fill out the appropriate submission form for PSA/DNA and include it with your **submission to us.**

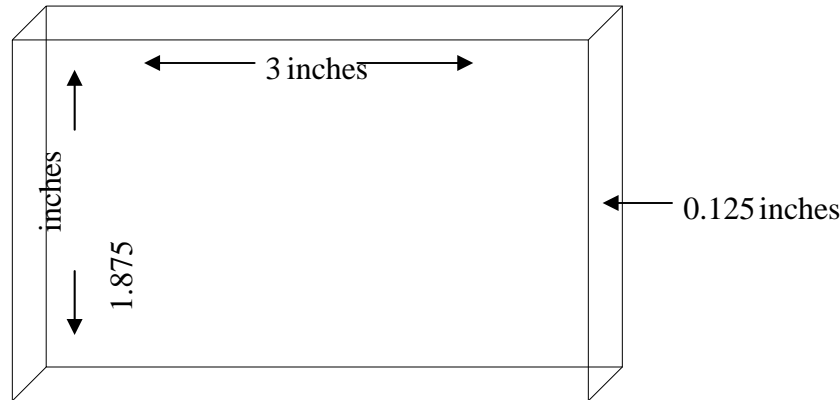
Signature: _____

Date: _____

I have read and agree to the terms and conditions on the reverse side

Leaf Trading Cards, LLC (LEAF) Submission Form Terms & Conditions

Items for submission must be (a) no more than 3" in length, (b) no more than 1.875" (1 7/8) in width and no more than 0.125" (1/8) in depth (see diagram below).



Window placement of your submission will be at Leaf's sole discretion. If signature does not fit the above specifications, Leaf reserves the right to return the item at the cost of the submitter. LEAF reserves the right to refuse any signature we feel is not appropriate. LEAF will NOT cut any media that is already in Trading Card Form. LEAF reserves the right to charge an additional fee for hard to cut media. In that event, Leaf will contact the customer with additional charges prior to processing the order.

In order to qualify to be custom made into a Leaf Cut Signature Executive Collection Cut Signature Card, your item must be authenticated by PSA/DNA or James Spence Authentication (JSA) and individually certified with the certification sticker still intact. Auction letters will NOT be accepted as proof of authenticity. JSA Stamp of Approval will Not be accepted as proof of authenticity. If your item is not previously authenticated, LEAF can process the authentication for you by PSA/DNA. Pricing for authentication is determined by PSA/DNA fee structures. To determine those fees, please go to http://www.psacard.com/fees/autograph_fees.html (PSA). If you are unable to access the Internet or to inquire about *quantity* authentication discounts, please contact a LEAF representative.

By signing the front of this form, the customer agrees that LEAF 1) is not responsible for any issues that arise from the third party authentication process and 2) is not responsible for possible damages (smears, bubbling, tears, etc.) with regards to difficult media or otherwise and the customer agrees to hold harmless and indemnify Leaf Trading Cards, LLC from any claims.

The first **authenticated** signature submitted for a personality during a calendar year will automatically be upgraded to a Masterpiece One-of-One custom card. When determining the Masterpiece One-of-One designation, an item will not be considered until it has been fully authenticated (by the customer or LEAF). A full population report will be available on our website at www.leaftradingcards.com. The population report will be updated weekly and only include cards that have finished the entire submission process and shipped to customers.

All submissions must be packed securely and shipped to: Leaf Trading Cards, LLC - 3330 Earhart Drive Suite# 204 Carrollton, TX 75006. LEAF is not responsible for mislabeled or undelivered items. LEAF is not responsible for un-insured packages. We highly recommend sending your submission via an insured and trackable service such as UPS or FedEx.

You must include a copy of this submission form with your item. Failure to do so will render your item unsubmitable and you will be charged for any return shipping incurred.

To determine amount owed, use the 'Calculating Your Total' area on the front of this form. Total the number of cards being custom ordered and multiply by the price per card based on the chart(s) below. If using LEAF to authenticate your item, please calculate authentication fees. Calculate return postage and insurance using tables below (In order to qualify for replacement value of lost or stolen shipments, you must elect insurance coverage!). Add 8.25% Sales Tax to the cost of service if you are a Texas resident.

The rights and obligations of both you and Leaf Trading Cards, LLC (LEAF) 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 item to LEAF, 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, Dallas Division and/or the District Courts of Dallas County, Texas, and (c) expressly waive any venue or jurisdiction to which you may otherwise be entitled by your present or future domiciles.

Standard Pricing for Leaf Executive Collection Cut Signature Cards

1 - 10 Cards -- \$39.95 each | 10 or more cards -- \$35.00 each | Dual Cards - \$49.95 each
Further quantity discounts may apply - please inquire.

Insurance

Insurance cost applies to all carriers and is based upon the declared value for the package.

Declared value of \$1 - \$1000 = \$8.00 fee | Declared Value of \$1001 - \$2000 = \$16.00 fee | Declared Value of \$2001- \$3000 = \$24.00 fee

Add \$8.00 for each additional \$1000 in declared value for values over \$3000

Return Shipping Options

(For quantities over 40 cards - please call)

UPS Can NOT deliver to a US Post Office Box - A physical street address is required.

Priority Overnight Fees		UPS 2-Day Air Fees		Ups 3-Day Select Fees		UPS Ground Fees		International Express Mail	
# of Cards	Fee	# of Cards	Fee	# of Cards	Fee	# of Cards	Fee	# of Cards	Fee
1 - 20	\$45.00	1 - 20	\$25.00	1 - 20	\$20.00	1 - 20	\$14.00	1 - 20	\$44.00
21 - 40	\$55.00	21 - 40	\$33.00	21 - 40	\$25.00	21 - 40	\$15.00	21 - 40	\$60.00

