



# ELDRED'S

AUCTIONEERS • EST. 1947

## SHIPPING INSTRUCTIONS AND RELEASE AUTHORIZATION FORM

**Important:** To ensure the safety of your property, we request prompt removal of your purchases. Items will not be released until payment is made in full. Please allow time for your payment to process. All items remaining after 14 days may be subject to a \$5/per item/per day storage fee. Lots will not be released to a third party without this signed release authorization. For more information regarding the collection of property, please see our Condition of Sale. **Please contact our shipping department by calling 508-385-3116.**

**NAME ON INVOICE:**

**SALE DATES:**

**DAYTIME PHONE:**

**EMAIL:**

### LET US KNOW HOW YOU WILL OBTAIN YOUR PROPERTY:

**PICK-UP IN E. DENNIS, MA**

Please call ahead and we'll make every effort to have your items ready. Pick-ups available Monday-Friday, 9 a.m.-4 p.m. Our physical address is 1483 Route 6A, East Dennis, MA 02641. Our phone number is 508-385-3116. MA 6.25% sales tax will be applied to the invoice unless you have a valid resale number.

**PICK-UP IN MYSTIC, CT**

Select items are available to pick up from our gallery in Mystic, Conn. To make arrangements for this, please contact our shipping coordinator. Our Mystic Gallery is located at 5 Roosevelt Avenue, Mystic, CT 06355. CT 6.35% sales tax will be applied to the invoice unless you have a valid resale number.

**IN-HOUSE SHIPPING**

We offer limited packing and shipping services directly from our gallery for select purchases, primarily small items and rugs. Our staff can assist determining which items are eligible for in-house shipping.

We typically ship UPS ground, fully insured for the value of your lot, signature required. Use your own insurance or waive the signature requirement by checking the box below.

You will be charged for shipping/carrier fees, packing/handling fees, and the required insurance. There is a minimum handling charge of \$15.00 for all shipments.

Shipments from our gallery may take at least four weeks from receipt of payment.

**OUTSOURCED SHIPPING**

If you require expedited shipping, or if you have purchased furniture, large items, items with complex shipping needs, items framed under glass, or other items not eligible for in-house shipping, we can provide you a list of alternative shipping agents. Please contact our shipping coordinator for assistance.

Please indicate your shipping agent below.

### RELEASE AUTHORIZATION:

\_\_\_ I authorize (please specify shipping agent or third party): \_\_\_\_\_ to collect my lots purchased from Eldred's. I hereby hold harmless the Robert C. Eldred Co., Inc. against any claims for releasing items to my requested agent per my directions.

\_\_\_ I authorize the Robert C. Eldred Co., Inc. to provide shipping and handling of my purchased lots. I understand I will be charged shipping and handling fees. I understand my purchases will be sent UPS Ground, fully insured for the value of the lots, signature required, unless I have made other arrangements in writing.

\_\_\_ I have special shipping instructions, which I have provided on the back of this form.

\_\_\_ I authorize the Robert C. Eldred Co., Inc. to ship my package without a signature required.

\_\_\_ I would like to use my own insurance or FedEx account and will provide that information to the shipping coordinator. I certify these items are covered by my insurance while in transport and I will not hold the Robert C. Eldred Co., Inc. or its insurers responsible for any damage or loss occurring to my property while in transit and upon delivery.

**Printed Name:**

**Signature:**

**Date:**