



# SUBMISSION FORM

## CARD INFORMATION

#	Sport	Qty.	Year	Set Name (Fleer, Donruss, Etc.)	Card#	Player Name	Declared Value
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

Use this column to determine return insurance

TOTAL QTY.		
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## PERSONAL INFORMATION

Ship to: (Please Print Clearly)		ISA Employee Use Only	Ship Via:
Name:	<input type="checkbox"/> Residential <input type="checkbox"/> Business	Raw Card Review	<input type="checkbox"/> Priority Overnight
Address:		Encapsulation	<input type="checkbox"/> 2 Day
City:			<input type="checkbox"/> Express Saver
State:	Zip:	Date Received:	<input type="checkbox"/> Ground
Phone:		Received By:	<input type="checkbox"/> My FedEx Account #
E-mail:			<input type="checkbox"/> International Shipping

## PAYMENT INFORMATION

PAYMENT OPTIONS:	CALCULATING YOUR TOTAL PAYMENT TO ISA
___ Check/Money Order (Please DO NOT send cash)    ___ Visa    ___ MC    ___ AX    ___ Disc. Card #: _____ Exp. Date: _____ CVC _____ Name: _____ Signature: _____	1. Total # of cards: _____ 2. Grading Fee Per Card: \$ _____ 3. Line 1 X 2 for total grading fee: \$ _____ 4. Return insurance (see Table): \$ _____ 5. Return postage (see Table): \$ _____ Total (add lines 3, 4 & 5): \$ _____ <input type="checkbox"/> Decline Required Delivery Signature    Decline Slab If Altered
Signature _____ Date _____ <small>I HAVE READ AND AGREE TO THE ISA GRADING TERMS AND CONDITIONS ON THE REVERSE SIDE.</small>	Promotion Code _____ <small>PLEASE ENTER COUPON CODE ABOVE</small>

### INTERNATIONAL SPORT AUTHENTICATION



# SUBMISSION RULES AND INSTRUCTIONS

## SHIPPING RATES

CARDS	NEXT DAY	2-DAY
10 - 20	\$50.00	\$30.00
21 - 40	\$60.00	\$35.00
41 - 60	\$70.00	\$40.00
61 - 80	\$80.00	\$45.00
81 - 100	\$90.00	\$50.00
100+	\$100.00	\$60.00

\$1.00 per \$100 worth of insurance

## SUBMISSION RULES AND INSTRUCTIONS

- At this time, ISA Grading Services accepts and grades most all licensed cards up to 3.5 inches by 2.5 inches. Only "pack pulled" licensed autographed or personalized cards will be accepted.
- ISA will not grade items which bear evidence of trimming, recoloring, restoration or any other form of tampering, or are of questionable authenticity, and Customer agrees not to knowingly submit any such items. Customer agrees that in the event ISA rejects any items for grading, ISA shall not refund the amount paid by Customer because the determination to reject an item requires a review by ISA's graders and authenticators. Customer represents and warrants that he/she has no knowledge and no reasonable basis to believe that any item submitted for grading has been altered in any way or is not genuine.
- All submissions must be addressed to ISA Grading Services, 9864 East Grand River STE 110-149, Brighton, MI 48116. Improperly addressed shipments are not subject to turnaround time guarantees. Cards should be sent in oversized (3.25" x 5") semi-rigid holders (such as a Card Saver I). "Penny sleeves" should also be used in conjunction with the oversized semi-rigid holders. ISA will not be responsible for any damages incurred by the use of any holders.
- Please PRINT your name and account number (if you have one) in the upper right corner of the submission form. If you do not have an account number, one will be assigned to you.
- Please fill in your name, address, phone and e-mail where indicated.
- Note your return shipping method of choice in the "SHIPPING" section. Standard shipping will be via Federal Express unless otherwise marked.
- List all cards you are submitting with player name, year, sport, card manufacturer and card number, and your declared value. You may use additional forms to list more cards, but please choose only one service level per submission form.
- Payment options: Visa, Mastercard, PayPal, money order and personal check. Choose your preferred form of payment. All payments must be in U.S. funds. Returned checks will be assessed a \$25.00 fee.
- Be sure to include return insurance and ship to address. Send to the attention of "ISA Grading Services". All cards must be sent insured - ISA will not be responsible for uninsured packages. Owner's declared value is used for determining insurance cost of the return shipment and the maximum amount that can be claimed for damage or loss in shipment for any card or cards. If a claim is necessary at any point, the value of each card will be based upon the actual market value not to exceed the insured value the customer assigned to the card.
- Failure to completely and accurately fill out the submission form may result in delayed turnaround times or additional charges. If you have questions, visit our web site at [www.isagrading.com](http://www.isagrading.com) or e-mail us at [questions@isagrading.com](mailto:questions@isagrading.com).
- In no event shall ISA have liability to Customer for incidental, indirect, or consequential damages due to ISA's failure to grade and/or authenticate any items within any timeframe, and Customer waives all rights to seek incidental, indirect, or consequential damages against ISA. All turnaround time frames are estimates and refer to business days, which shall not include holidays or days that the ISA office is closed.
- Grading involves individual judgments that are subjective and require the exercise of professional opinion, which can change from time to time. Therefore, ISA makes no warranty or representation and shall have no liability whatsoever to Customer for the grade assigned by ISA to any item. Amount paid to ISA is NON-REFUNDABLE once the item begins the authentication and/or grading process.
- All fees and amounts charged by ISA are subject to change in ISA's sole and absolute discretion. Unless otherwise provided in writing, all services or products provided by ISA shall be billed at the prices prevailing at the time the services or products are provided to Customer.



## SUBMISSION RULES AND INSTRUCTIONS

14. After the submission and grading of an item by ISA, new information may arise or become available that was unavailable at the time a grade was assigned by ISA to any item. ISA shall have no liability to Customer, and ISA shall be under no obligation to change a grade assigned to an item (unless such an item is re-submitted for grading).

15. Clerical errors can occur in connection with the grading, review, or reholding of an item submitted to ISA. Customer's sole and exclusive remedy is to allow ISA to correct the clerical error, and reholder the item at ISA's sole cost and expense.

16. ISA will exercise reasonable care in handling items submitted for grading and/or authentication, review, or reholding. However, if Customer's item was lost or damaged while in ISA's possession, Customer will be compensated based upon the fair market value of the item as determined by ISA standard procedures which may include filing a claim with our insurance carrier. The declared value you stated on the front of this form is for estimating the insurance coverage only, and the fair market value of the item may be less than your declared value. IN NO EVENT SHALL THE TOTAL LIABILITY OF ISA, ITS AFFILIATES OR ANY OF ISA'S DIRECTORS, OFFICERS, EMPLOYEES, AGENTS, PARTNERS, SUBSIDIARIES, DIVISIONS, SUCCESSORS, SUPPLIERS, DISTRIBUTORS, AFFILIATES, VENDORS, CONTRACTORS, REPRESENTATIVES OR SERVICE PROVIDERS EXCEED THE GREATER OF: (I) THE FEES PAID TO ISA FOR GRADING AND/OR AUTHENTICATION OF AN ITEM, OR (II) THE NET PROCEEDS OF INSURANCE (LESS ANY DEDUCTIBLE PAID BY ISA). Such compensation shall be Customer's exclusive remedy for any loss or damage. ISA OR ANY OF ITS AFFILIATES, OR ANY OF ITS OR THEIR RESPECTIVE EMPLOYEES, OFFICERS, DIRECTORS OR AGENTS SHALL NOT BE LIABLE FOR ANY INCIDENTAL, SPECIAL, EXEMPLARY, CONSEQUENTIAL OR OTHER DAMAGES, NOR SHALL ISA OR ANY OF ITS AFFILIATES, OR ANY OF ITS OR THEIR RESPECTIVE EMPLOYEES, OFFICERS, DIRECTORS OR AGENTS BE LIABLE FOR ANY DAMAGES WHICH ARE BASED UPON ALLEGED NEGLIGENCE, BREACH OF WARRANTY, STRICT LIABILITY, OR ANY THEORY OTHER THAN THE LIMITED LIABILITY STATED HEREIN, EVEN IF ADVISED OF THE POSSIBILITY OF SAME.

17. Customer acknowledges and agrees that ISA's owners and employees shall be permitted to submit items for grading without limitation. Furthermore, ISA's owners and employees may buy, sell, and trade ISA graded items without limitation.

18. Customer is required to inspect all items immediately upon receipt and ISA disclaims any liability for discrepancies or errors, including, but not limited to, errors in the description of the item unless reported to ISA within five (5) business days of Customer's receipt of the item(s). Customer agrees to return any incorrectly described item to ISA upon request for correction and agrees to indemnify and hold ISA harmless from any and all losses and/or claims caused by the circulation or sale of incorrectly described items.

19. ISA shall have no liability whatsoever to Customer, or any third party for whom Customer may be acting, related to any damage to any item resulting from the breaking open of an ISA holder or third-party holder, or for any damage to any item that occurred while the card was not in the custody or control of ISA including, but not limited to, loss or damage to items while being shipped to ISA, or while being shipped by ISA to Customer.

20. Customer agrees that it will notify ISA if the Customer knowingly submits an item encapsulated within a case, holder or other protective outer layer that is broken, tampered with, or otherwise defective in any manner. If ISA receives from Customer a case, holder or other protective outer layer that is broken, tampered with, or defective in any matter, regardless of whether or not the Customer knew the case/holder was broken, then ISA shall have no liability whatsoever to Customer, or any third party for whom Customer may be acting, for any further or additional damage that may occur to the case/holder or the item contained therein if ISA opens or otherwise removes the broken or defective case/holder.

21. In the event ISA, in ISA's sole and absolute opinion, determines that an item within an ISA holder is fraudulent, tampered with, or is not accurately described, then ISA is authorized, without further notice to Customer, to remove the item from the holder. In addition, if an item has been previously graded by ISA and placed in a holder, and such item is subsequently damaged, then ISA reserves the right to remove the item from its holder, and is under no obligation to re-grade such an item.

22. Customer acknowledges and agrees to exercise reasonable care with regard to any item graded and further acknowledges and agrees items in an ISA holder can be damaged and/or destroyed if reasonable care is not exercised (e.g. holders are not waterproof or UV-resistant).

23. Except as expressly set forth herein to the contrary, ISA DISCLAIMS ANY AND ALL WARRANTIES, EXPRESSED OR IMPLIED, REGARDING ISA'S GOODS AND SERVICES, INCLUDING, BUT NOT LIMITED TO, THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

24. If any items are being submitted on behalf of a third party, Customer represents and warrants that such third party has agreed and accepted this Agreement and has signed a duplicate copy hereof where indicated. Customer agrees to provide that third party signed copy to ISA at any time upon its request. ISA shall not be required to complete any work until Customer provides a copy of the executed third party Agreement.

25. Customer agrees to indemnify, defend and hold ISA and (as applicable) its parent, subsidiaries, affiliates, officers, directors, agents, and employees, harmless from any loss, claim or demand, including reasonable attorneys' fees, made by any third party due to or arising out of or related to the submission of an item to ISA, related to the grade assigned by ISA, any services or products provided by ISA to Customer. Customer's breach of this Agreement or the documents it incorporates by reference, or customer's violation of any law or the rights of a third party. This indemnification will survive termination.

26. This Agreement is governed by and construed in accordance with the substantive laws of the State of Michigan, without regard to conflicts of laws principles. The parties hereby consent to personal jurisdiction of the courts of the State of Michigan with respect to any legal action to enforce the terms and conditions of this Agreement or otherwise arising under or with respect to this Agreement, and agree that venue for all such actions shall be in Oakland County, Michigan.



## SUBMISSION RULES AND INSTRUCTIONS

27. ISA reserves the right to not perform services requested by the customer for any reason, including items being too fragile to handle or encapsulate, items being of a type that ISA does not wish to grade or any other reason. If customer wishes to have a fragile item encapsulated and ISA agrees to perform the services requested, customer must agree to sign a waiver of liability prior to ISA starting the agreed to service.

28. Customer agrees (a) to pay to ISA all pricing and other charges when due; (b) that any delinquent balances shall accrue interest at the rate of 10% per year until paid (or, if less, the maximum interest rate permitted by applicable law); and (c) that ISA shall have a security interest in the items submitted, as well as in any other property of Customer in the possession of ISA or its affiliates (collectively, the "Property"), to secure payment thereof. Customer hereby grants to ISA an assignment of and lien against the Property in the amount of any pricing and other charges due and payable pursuant to the terms of this Agreement. Customer hereby authorizes ISA to file, at any time on or after the date such pricing totals and other charges become due, appropriate uniform commercial code financing statements in such jurisdictions and offices as ISA deems necessary in connection with the perfection of a security interest in the Property.

29. ISA shall have no liability whatsoever to Customer, or any third party for whom Customer may be acting, (i) for any personal injury or (ii) any damage to any item, or otherwise, resulting from the breaking open of a ISA item holder, or for any damage to any item that ISA can reasonably demonstrate occurred while the item was not in the custody or control of ISA including, but not limited to, loss or damage to items while being shipped to ISA, or while being shipped by ISA to Customer by a method selected and paid for by Customer.

30. In the ordinary course of its grading operations, ISA (i) compiles data regarding each item submitted for grading, including, but not limited to, data relating to the identity, production, condition and grade of the item (the "Data"); and (ii) may take, or have taken, one or more digital or other types of photographs, images or reproductions of each such item (collectively, the "Images"). In consideration for the grading services being provided by ISA, Customer, on behalf of itself and any third party for whom Customer may be acting, hereby authorizes ISA (i) to compile and maintain such Data with respect to each item submitted hereunder for grading; and (ii) to take, or cause to be taken, one or more Images of each such item, and further agrees that ISA will be the owner of such Data and all such Images and that ISA may use and exploit such Data and the Images for commercial and any other purposes, as ISA in its sole discretion deems appropriate, including, but not limited to, the publication and republication or reproduction in or on any media, of such Data and Images. Without limiting the generality of the foregoing, Customer, on behalf of itself and any third party for whom Customer may be acting with respect to this agreement, unconditionally and irrevocably transfers, conveys and assigns to ISA any and all current and any hereafter acquired rights, title and interests (including, without limitation, rights in copyright, patent, trade secret and trademark) that Customer or any such third party may have in or to the Data and the Images (on whatever media or in whatever form such Images may be reproduced or published).

31. The terms and provisions in this Agreement and the Customer Agreement, if applicable, constitute the entire agreement of ISA and Customer (and any third party for whom Customer may be acting) regarding, and supersede all prior agreements and understandings (written or oral) between or among such parties relating to, the subject matter hereof. If it is determined that there are any inconsistencies between this Agreement and the Customer Agreement, then this Agreement shall control. If any term or provision of this Agreement is determined, by a final and non-appealable ruling or order of a court of competent jurisdiction, to be invalid or unenforceable under applicable law, such invalidity or unenforceability shall not affect the validity or enforceability of any of the other terms or provisions of this agreement. Each party shall execute and deliver such additional documents and instruments as any other party may request to better evidence or effectuate the agreements contained herein, including the assignment of rights set forth in Section 11, and procedures, and further agree that ISA is entitled to rely upon and benefit from those terms and procedures.



**INTERNATIONAL SPORT AUTHENTICATION**

[isagrading.com](http://isagrading.com)

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