

HALLNOTE



The
GOLDSMITHS'
Company

Packet No:

Goldsmiths' Hall, Gutter Lane, London EC2V 8AQ
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E: info@assayofficelondon.co.uk
www.assayofficelondon.co.uk

ASSAY OFFICE

PLEASE WRITE IN BLOCK CAPITALS USING A BALL POINT PEN – COMPLETE IN FULL

Invoice to:				Return to: <small>(if posting back to a different address. Please state)</small>			
Address:				Address:			
Postcode:				Postcode:			
Account No.:		Your Ref:		Cash/Chq Enclosed £		Card	Online
Contact Name:		Tel No:		Email:			

Method of return: <small>(items will be returned as received unless otherwise specified)</small>		Courier	Collect:	Post Back:
Special Delivery Compensation Level: <small>(please tick box)</small>		£500	£1,000	£2,500
Sponsor's Mark Required: <small>(name as registered)</small>				
Initials on Registered Punch:		Strike Sponsor's Mark		YES NO
<small>(Do you require The Assay Office to Strike Sponsors Mark) Please tick</small>				

Assay Office Use Only				
Sponsors Marking				
Early/Same 1 Hour				
Handling Charge				
Packaging Charge				
Hallnotes				
Sampled				
Marked Hand				
Marked Press				
Marked Laser				
	St	DM	LM	LMD
Chain				
E/R				
Ring				
OAU				
OA				
OA0				
Cut				
			g	
			g	
			g	

Please tick one box only			
GOLD	PLATINUM	SILVER	PALLADIUM
999	999	999	999
990	950	958 Britannia	950
916 (22ct)	900	925 Sterling	500
750 (18ct)	850	800	
585 (14ct)	MIXED METALS <small>State other Metal</small>		
375 (9ct)			

Please tick as required	
Traditional UK marks	
International Convention marks	
UK plus Common Control mark	
EARLY HALL SERVICE	
SAME DAY SERVICE	
ONE HOUR	

(Please state service at counter or outside of post packet)

**PLEASE STATE CLEARLY IN THE DESCRIPTION BELOW IF ARTICLES ARE NOT OF NEW MANUFACTURE
i.e. PERSONAL PROPERTY OF YOURSELF OR A CUSTOMER**

DESCRIPTION OF ARTICLES <small>(Please do not use code numbers alone)</small>	WEIGHT	No. of Articles
TOTALS		

SPECIAL REQUESTS (MARKING, SAMPLING and DISTRIBUTION)
PLEASE NOTE THAT INSTRUCTIONS WILL BE TAKEN FROM HERE ONLY

Traditional marks will be applied unless otherwise requested. Assay Office London reserves the right to mark as appropriate

**ATTENTION IS DRAWN TO THE CONDITIONS AVAILABLE FROM OUR WEBSITE OR FROM THE COUNTER.
THESE CONDITIONS CONTAIN EXEMPTIONS FROM LIABILITY AND CONSIGNORS ARE ADVISED TO ARRANGE ANY INSURANCE REQUIRED**

The above mentioned articles were made in (Name of Country)
I/We have the sponsor's permission to use his/her registered mark
Authorised Signatory..... on behalf of..... Date