

# Dealer Application Form & Agreement

for membership in the dealer network of one or more of the Certified Collectibles Group-Associated Companies.



Thank you for your interest in becoming a dealer for one or more of the following companies:

- Numismatic Guaranty Corporation ("NGC")
- Numismatic Conservation Services, LLC ("NCS")
- Paper Money Guaranty, LLC ("PMG")
- Certified Guaranty Company, LLC ("CGC")
- Classic Collectible Services, LLC ("CCS")

These companies are all a part of the Certified Collectibles Group. For purposes of convenient reference only, they are referred to collectively and individually in this document as "CCG Companies".

To apply for membership in the Dealer Network of any or all of the CCG Companies, please completely read and follow these steps:

1. Fill out all pages of the Application Form & Agreement.
2. Sign to indicate your agreement with and acceptance of the Terms and Conditions.
3. Forward an electronic copy (e.g. scan) of the signed and completed Dealer Application by email to [dealerapp@collectiblesgroup.com](mailto:dealerapp@collectiblesgroup.com) or by fax to 941-360-2553.

If you have already been approved as an Authorized Dealer Member of any of the CCG Companies and are applying for Authorized Dealer Membership in a different CCG Company, you do not need to complete page 3 (References). You must complete page 3 (References) if you are not a current Authorized Dealer Member of any CCG Companies, if you are an NGC/NCS or PMG Authorized Dealer applying for CGC/CCS Authorized Dealer Membership, or if you are a CGC/CCS Authorized Dealer Member applying for NGC/NCS or PMG Authorized Dealer Membership.

**After receipt and review of your application, you will be informed by email whether your application has been accepted. If your application is accepted you will subsequently receive additional information and documentation.**

## Application Form Please type or print legibly.

I am applying for the dealer network(s) of:  NGC and NCS  PMG  CGC and CCS

Company name: \_\_\_\_\_ Account contact: \_\_\_\_\_

Street address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Country: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Fed Tax I.D./Business Reg. No.: \_\_\_\_\_ Website: \_\_\_\_\_

Preferred Language: \_\_\_\_\_

If you're interested in multiple CCG-Associated Companies and wish to provide different addresses and/or contacts for each, please use the back of this page to provide additional information. Please be specific as to which address/contact should be used for each CCG-Associated Company.

I am currently a Collectors Society Member:  Yes\*  No CS# \_\_\_\_\_

\*See Section 7 in Terms and Conditions.

Are you currently or have you ever been a member of the CCG Dealer Network?  Yes  No

Have you applied for membership before?  Yes  No

I am a member of the following collectibles organizations:

*Please indicate date joined and any official capacities you have held.*

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I am an authorized dealer for the following grading services:

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## Application Form (continued)

- My business is:
- A sole proprietorship
  - A partnership consisting of myself and \_\_\_\_\_
  - A corporation of which I am one of the major stockholders. The others are: \_\_\_\_\_
  - A limited liability company, of which I am a member. The others are: \_\_\_\_\_

Date established: \_\_\_\_\_

The current net worth of my collectibles business is:

<input type="checkbox"/> Under \$50,000	<input type="checkbox"/> \$50,000–\$249,999
<input type="checkbox"/> \$250,000–\$499,999	<input type="checkbox"/> \$500,000+

The majority of my customers are:

<input type="checkbox"/> Other dealers	<input type="checkbox"/> Collectors	<input type="checkbox"/> Both: _____
<i>Specify percentages</i>		

What period of collectibles do you sell?

<input type="checkbox"/> Modern	<input type="checkbox"/> Vintage	<input type="checkbox"/> Both: _____
<i>Specify percentages</i>		

My primary area of focus within our collectible category is: \_\_\_\_\_  
*(ex: vintage gold coins, modern comics, modern Chinese notes)*

My primary sales channel is:

<input type="checkbox"/> Brick & mortar storefront	<input type="checkbox"/> My website	<input type="checkbox"/> Online retailers (e.g., eBay)	<input type="checkbox"/> Mail order
<input type="checkbox"/> Auctions	<input type="checkbox"/> Collector Shows	<input type="checkbox"/> Other: _____	

Collector shows that I regularly attend include: \_\_\_\_\_

I use the following to promote my products:

<input type="checkbox"/> Direct mail	<input type="checkbox"/> Email marketing	<input type="checkbox"/> Word-of-mouth
<input type="checkbox"/> Social media <i>(specify platform—Facebook, Pinterest, etc.)</i> _____		
<input type="checkbox"/> Print advertising <i>(specify publications)</i> _____		
<input type="checkbox"/> Other _____		

Will you be accepting public submissions to CCG Associated Companies?  Yes  No

How did you learn about CCG and its Associated Companies?  
\_\_\_\_\_  
\_\_\_\_\_

Is your company in compliance with local, state and federal laws and regulations?  Yes  No

Has your company, ownership or principals ever been the subject of bankruptcy, insolvency or receivership proceedings?  
 Yes  No *(If "Yes," please explain each instance. Use an additional piece of paper if necessary.)*  
\_\_\_\_\_  
\_\_\_\_\_

Are there any unresolved complaints filed with the Better Business Bureau against your business?  
 Yes  No *(If "Yes," please explain. Use an additional piece of paper if necessary.)*  
\_\_\_\_\_  
\_\_\_\_\_

To the best of your knowledge, have you or any of the principals, shareholders, directors, officers, members, managers, or employees in your organization or business ever been convicted of or charged with a felony and/or violation of a federal or state law, statute, rule or regulation concerning fraud, deceit, or an act of moral turpitude?  
 Yes  No *(If yes, please provide complete details, including date, location (city and state), name of court, and disposition. Use an additional piece of paper if necessary.)*  
\_\_\_\_\_  
\_\_\_\_\_

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## REFERENCES

PLEASE LIST FOUR (4) COLLECTIBLES-RELATED REFERENCES WITH WHOM YOU'VE HAD BUSINESS DEALINGS FOR THE PAST YEAR OR MORE. THE SAME REFERENCES MAY APPLY FOR NGC, NCS AND PMG. WHEN APPLYING FOR ANY OF THOSE COMPANIES AND CGC/CCS, YOU MUST MAKE A COPY OF THIS PAGE AND PROVIDE AN ADDITIONAL FOUR (4) REFERENCES FOR CGC/CCS.

THIS SECTION MUST BE COMPLETELY FILLED OUT.  
IF HAND WRITING, PLEASE PRINT LEGIBLY.

For CCG and CCG-Associated Companies use only:

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

ZIP: \_\_\_\_\_ Country: \_\_\_\_\_

Email address: \_\_\_\_\_

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Name: \_\_\_\_\_

Company: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

ZIP: \_\_\_\_\_ Country: \_\_\_\_\_

Email address: \_\_\_\_\_

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Name: \_\_\_\_\_

Company: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

ZIP: \_\_\_\_\_ Country: \_\_\_\_\_

Email address: \_\_\_\_\_

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Name: \_\_\_\_\_

Company: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

ZIP: \_\_\_\_\_ Country: \_\_\_\_\_

Email address: \_\_\_\_\_

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## Terms and Conditions

These Terms and Conditions are incorporated into and made a part of the "Dealer Application" to which they are attached. These Terms and Conditions are deemed to apply separately as between the applicant and each of the CCG Companies to which applicant has applied to become an Authorized Dealer.

1. If a CCG Company accepts applicant as "Authorized Dealer," then Authorized Dealer, by signing below, hereby agrees to be bound by and comply with the procedures and rules of the CCG Company governing submission of collectibles for grading services, as the same may be prescribed by the CCG Company from time to time. Authorized Dealer hereby irrevocably consents to the utilization of its name by the relevant CCG Company in periodic advertising in print and other advertising media.
2. Authorized Dealer acknowledges that this Dealer Application Form & Agreement consists of a single application form for multiple CCG Companies (if applicable) for convenience purposes only and to assist in the timely evaluation of applicants to become Authorized Dealers of one or more of the CCG Companies. Authorized Dealer further acknowledges and agrees that each CCG Company is a distinct and independent company that offers and separately provides different types of services for specific types of collectibles. Authorized Dealer hereby acknowledges and agrees that none of the CCG Companies shall have any liability whatsoever for any act or omission of any of the other CCG Companies, and Authorized Dealer hereby irrevocably waives any such claim against any CCG Company arising out of the act or omission of any other CCG Company.
3. A CCG Company may immediately revoke membership if an Authorized Dealer fails or refuses to make timely and/or proper payment of any sums or financial obligations to any or all of the CCG Companies within fifteen (15) days of its receipt of written notice of such obligation from a CCG Company. A CCG Company may also immediately revoke membership if an Authorized Dealer is (i) charged with or becomes a party to a judicial, quasi-judicial, administrative, or other proceeding in which Authorized Dealer or any of its principals, shareholders, directors, officers, members, managers, agents, or employees is charged with any act or omission that constitutes or involves allegations of fraud, deceit, an illegal conversion of property, a violation of any federal or state criminal law, or conduct involving moral turpitude; or (ii) is adjudicated as insolvent, declares bankruptcy, makes an assignment for the benefit of creditors, or is not paying its debts as they become due; or (iii) engages in any illegal activity or any conduct, act, or omission that in the CCG Company's sole and exclusive discretion (without regard to reasonableness) threatens the reputation of or sheds a negative or disparaging light on Authorized Dealer, any CCG Company and/or the collectibles industry. Additionally, an Authorized Dealer's membership may be terminated for any reason by either party upon fifteen (15) days' written notice to the other party.
4. Each CCG Company hereby reserves the right in its sole and exclusive discretion, which may be exercised for any reason, without regard to reasonableness, to reject any item submitted to it for grading, conservation, or restoration services.
5. Authorized Dealer shall at all times be an independent contractor and shall not be considered an agent of a CCG Company for any purpose whatsoever. Authorized Dealer shall have no authority to bind a CCG Company to any agreement or to make any public or private statement of corporate policy or intentions with respect to matters connected with grading services or otherwise.
6. Authorized Dealer shall indemnify and hold each CCG Company and all of its affiliates, and all of its and their respective principals, shareholders, directors, officers, members, managers, agents, or employees, harmless from and against all claims, liabilities, and expenses of any type or nature whatsoever (including reasonable attorneys' and paralegal fees) relating to or arising under this Dealer Application, these Terms and Conditions, and the transactions contemplated hereunder, except to the extent finally judicially determined to have resulted primarily from the bad faith or intentional misconduct of the CCG Company. IN NO EVENT SHALL ANY CCG COMPANY OR ANY OF THEIR AFFILIATES, OR ANY OF ITS OR THEIR RESPECTIVE PRINCIPALS, SHAREHOLDERS, DIRECTORS, OFFICERS, MEMBERS, MANAGERS, AGENTS, OR EMPLOYEES, BE LIABLE TO AUTHORIZED DEALER OR ANY OTHER PARTY FOR ANY INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL OR EXEMPLARY DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND IN NO EVENT SHALL THE AGGREGATE LIABILITY OF ANY CCG COMPANY, ITS AFFILIATES, OR ANY OF ITS OR THEIR RESPECTIVE PRINCIPALS, SHAREHOLDERS, DIRECTORS, OFFICERS, MEMBERS, MANAGERS, AGENTS, OR EMPLOYEES, EXCEED THE FEES PAID OR PAYABLE TO SUCH CCG COMPANY BY AUTHORIZED DEALER FOR SERVICES. AUTHORIZED DEALER'S SOLE AND EXCLUSIVE REMEDY, AND A CCG COMPANY'S SOLE LIABILITY WITH RESPECT TO ANY OF ITS SERVICES SHALL BE PURSUANT TO THE APPLICABLE WRITTEN GUARANTEE, IF ANY, OFFERED BY THE CCG COMPANY IN CONNECTION WITH SUCH SERVICE, AND AUTHORIZED DEALER HEREBY IRREVOCABLY DISCLAIMS, RELEASES AND ABANDONS ALL OTHER RIGHTS AND REMEDIES IN LAW OR EQUITY, AND THE CCG COMPANY HEREBY DISCLAIMS ALL OTHER WARRANTIES OR GUARANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OR MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
7. Authorized Dealer hereby acknowledges and agrees that he or she is not eligible for paid NGC, PMG or CGC collector membership in the CCG Collectors Society. In the event Authorized Dealer becomes, or attempts to become a member of the CCG Collectors Society, the CCG Company may immediately revoke Authorized Dealer's membership in the CCG Dealer Network.
8. This Dealer Application Form & Agreement, together with the relevant CCG Company's Guarantee and any related Submission Forms, constitutes the entire agreement between Authorized Dealer on the one hand, and each relevant CCG Company on the other, and may only be amended or modified by the relevant CCG Company providing 15 days' written notice to Authorized Dealer; provided that (a) in the event of a conflict between the terms of this Dealer Application Form & Agreement, the relevant CCG Company's Guarantee, and any related Submission Forms, the terms of the relevant CCG Company's Guarantee and the related Submission Forms will control, and (b) in the event of a conflict between the terms of the relevant CCG Company's Guarantee and any related Submission Forms, the terms of the relevant CCG Company's Guarantee will control. The exclusive jurisdictions and venues for any action or dispute arising under or related to this Dealer Application Form & Agreement, including these Terms and Conditions, or between Authorized Dealer and a CCG Company, or any transaction contemplated hereunder, shall lie in the U.S. District Court for the Middle District of Florida in Tampa, Florida, for matters arising under federal law, and the appropriate court having jurisdiction in Sarasota County, Florida, for all matters. Each CCG Company, and Authorized Dealer, for themselves and their principals, officers, directors, members, managers, agents, employees, successors, and assigns, irrevocably consent to such exclusive jurisdictions. Authorized Dealer acknowledges and agrees that a CCG Company in its sole and exclusive discretion may assign or delegate any of its rights and/or obligations to any affiliated service or service provider. Electronic copies of this Dealer Application Form & Agreement (e.g., facsimile and pdf copies) shall be binding on Authorized Dealer and shall be deemed originals of this Dealer Application Form & Agreement for any and all purposes. Authorized Dealer hereby acknowledges and agrees that Authorized Dealer is required to and is solely responsible for retaining and preserving the original executed Dealer Application Form & Agreement.

### Important Note for NGC, NCS, and /or PMG Authorized Dealer Applicants in the United States:

If you are accepted as an Authorized Dealer to NGC, NCS, and/or PMG you will be automatically enrolled in a program to support ICTA, a group that lobbies against taxation schemes that are harmful to collectors and dealers of coins and precious metals as well as other important issues that might affect our industry. The program supports ICTA through a \$0.25 surcharge applied to the grading fee for each coin submitted to NGC. Your support is a vital source of funding for this very worthy effort. If you do not wish to participate in this program, you may request and return an opt-out form if your dealer application is approved.

I hereby agree to the terms and conditions above and certify that the information provided on my dealer application is true, accurate and complete.

Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date: \_\_\_\_\_

# SHIPPING INFORMATION FORM

2017

Please assist us to provide you with the best possible service. This form is used to update your account contact, shipping and insurance information with NGC, NCS, PMG, CGC and/or CCS. If you select FedEx, UPS or USPS Express Mail below, you must indicate your account number with the selected shipping company and the amount of private insurance coverage that you have.



**IMPORTANT:** NGC, NCS, PMG, CGC and CCS do **not** provide insurance for international shipments and for any shipments sent via FedEx, UPS or USPS Express Mail. Please indicate the private insurance amounts that you carry for any such shipments below. We will use our best efforts to ship your items to you such that shipments are within the limits of your insurance coverage. If you do not indicate your insurance limits below, or if you indicate \$0, we will make shipments as you have instructed, but you understand that these shipments will not be insured. Note that USPS Registered Mail shipments WILL be insured to United States addresses, but only based on your declared value and up to \$100,000 per shipment (up to \$25,000 for CGC and CCS).

Please return this completed and signed form to: CCG, Attention: Customer Service, P.O. Box 4711, Sarasota, FL 34230, Fax: 941-360-2553, Email: service@collectiblesgroup.com. If we do not receive this form by the time your coins, notes or comics are ready to ship, we will automatically send them back to you via USPS Mail, which will not be insured if sent to international addresses.

## CONTACT INFORMATION

Company Name _____	Account Number _____
Address _____	Apartment, Suite, Floor _____
City _____	State/Province _____ Postal Code _____
Country _____	Contact Person _____
Phone _____ Fax _____	Email _____

## SHIPPING INFORMATION

Same as above information

Company Name _____	Apartment, Suite, Floor _____
Address _____	Apartment, Suite, Floor _____
City _____	State/Province _____ Postal Code _____
Country _____	Contact Person _____
Phone _____ Fax _____	Email _____

## SHIPPING AND INSURANCE INFORMATION

### SHIPPING SERVICES

Please select your service:

FedEx  UPS

- Always  
 Only when requested

### INSURED VALUE LIMITS

This information is required for expedited delivery services. Please complete this section in full.

Your FedEx OR UPS account # (Required): \_\_\_\_\_  
Your Per Day Insurance Limit (Required): \_\_\_\_\_  
Your Per Box Insurance Limit (Required): \_\_\_\_\_  
Ship on Friday (Required):  Yes  No      If yes, Saturday delivery:  Yes  No

USPS Express Mail

- Always  
 Only when requested

This information is required for expedited delivery services. Please complete this section in full.

Your Express Mail account # (Required): \_\_\_\_\_  
Your Per Day Insurance Limit (Required): \_\_\_\_\_  
Your Per Box Insurance Limit (Required): \_\_\_\_\_  
Ship on Friday (Required):  Yes  No      If yes, Saturday delivery:  Yes  No

USPS Registered Mail

(Available for US shipments only)

- Always  
 Only when requested

Your Per Day Insurance Limit (Required): \_\_\_\_\_  
Your Per Box Insurance Limit (Required): \_\_\_\_\_

Please update shipping information for:  NGC and NCS  PMG  CGC and CCS

If you do not select a company, your shipping information will be updated for NGC, NCS, PMG, CGC and CCS. If you wish to provide multiple shipping addresses and/or contacts, please fill out a separate form for each CCG Company.

## SPECIAL INSTRUCTIONS

\_\_\_\_\_

\_\_\_\_\_

I understand and agree that these instructions will be used to update my account contact, shipping and insurance information with the CCG companies I have selected. I understand that NGC, NCS, PMG, CGC and CCS are not able to provide insurance on any international shipments and on any shipments sent via FedEx, UPS or USPS Express Mail. I have read and understand the terms above and represent that all information that I have provided is accurate.

Authorized Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

Page 5 of 7 **WRITTEN AUTHORIZATION IS REQUIRED FOR ANY FURTHER CHANGES. PLEASE NOTIFY US OF CHANGES IMMEDIATELY BY FAX: 941-360-2553.**

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## Credit Card Approval and Release

The CCG Companies require a valid credit card from Authorized Dealer members. **This information must be provided even if you will use a different form of payment for services fees.** Credit card information will be stored with encryption by the CCG Companies.

In order to activate your Authorized Dealer Account, you must complete this form, sign and date it, and return it by email to dealerapp@collectiblesgroup.com or by fax to 941-360-2553.

If approved as an Authorized Dealer Member to any or all of the CCG Companies, I, the dealer applicant named on the front of this form, authorize the CCG Company or Companies of which I am an Authorized Dealer Member to charge the card account I provided below the total fees due upon receipt of my request for services.

Visa  MasterCard  AmEx Credit Card # \_\_\_\_\_ Exp \_\_\_\_\_

### Billing Address

Name: \_\_\_\_\_ Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Country: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature X \_\_\_\_\_ Print Name \_\_\_\_\_ Date / / \_\_\_\_\_

# CCG CUSTOMER AUTHORIZATION

2017

NGC, NCS, PMG, CGC and CCS can send different reports to the people that you designate. In order to activate your Authorized Dealer Account, you must complete this form, date and sign it, and return it by email to dealerapp@collectiblesgroup or by fax to 941-360-2553.



Please update this information for:  NGC and NCS  PMG  CGC and CCS

If you do not select a company, your authorized contact information will be updated for all. If you wish to provide different recipients for multiple CCG Companies, please fill out a separate form for each CCG Company.

## ACCOUNT INFORMATION

Company Name	Account Number	
Contact Person (Required)		
Address	Apartment, Suite, Floor	
City	State/Province	ZIP/Postal Code
Country	Email (Required)	
Phone	Fax	

## SUBMISSION ACKNOWLEDGMENT (Daily report of submissions received)

I decline to receive automated Submission Acknowledgments for this account via Email

Recipient Name	Email
Recipient Name	Email
Recipient Name	Email

## SHIPMENT SUMMARY (Daily report of submissions returned)

I decline to receive automated Shipment Summaries for this account via Email

Recipient Name	Email
Recipient Name	Email
Recipient Name	Email

## GRADING REPORT (Grading results for submissions)

I decline to receive automated Grading Reports for this account via Email

Recipient Name	Email
Recipient Name	Email
Recipient Name	Email

## ACCOUNTING REPORT (Billing Statement, Invoices, Prescreen Submission Detail)

I decline to receive automated Accounting Reports for this account via Email

Recipient Name	Email
Recipient Name	Email
Recipient Name	Email

I authorize the above individual(s) to receive the Customer Authorization reports as requested.

Authorized Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

A signature is required to make changes to Customer Authorization information with any CCG Companies.