

Ship or hand-deliver work to PHOENIX ARTIST'S SERVICES, 17521 15th Ave NE., Shoreline, WA 98155.

WORK FOR THE EXHIBIT MUST BE RECEIVED BY 12:00 PM

Note: For safety in transit and handling, it is recommended that you frame with Plexiglas.

• Enclose (attached to painting) a check for shipping agent's \$35 handling fee, our signed ARTIST'S RETURN SHIPPING INSTRUCTIONS form (see below), return address label and a prepaid carrier's shipping label, or your credit card #, expiration date and card verification # (for carrier's return shipping fee). **Make out \$35 check to PHOENIX ARTIST'S SERVICES,**– (enclosed with the painting). Artists outside of US, enclose money order or cashier's check (US) plus required customs papers. Also, affix your name and address to the back of your painting.

• **\$35 Per Shipped Painting • only one painting per box.** — Our handling and storage fee to: receive, uncrate, store, deliver, retrieve, recreate, and arrange return shipment of your painting. • Because of added time, materials and labor required, an extra \$25.00 service charge will be collected if shredded materials, peanuts or wadded papers or unsalvageable packing materials are used to pack paintings, or if nails, staples or glue are used to seal the crate. Use good quality reusable packing material for padding and don't over-tape the padding! Salvaging over-taped padding for reuse is nearly impossible and time consuming and therefore must be replaced for the added fee.

• **Note #1:** Carriers have minimum box requirements for shipped art. At least 1" of cushioning is required around all sides and edges of painting in a rigid cardboard (preferred) or wood box, capable of withstanding crushing weight (do not use foam peanuts). • **Note #2:** Carriers may charge more for wood boxes. • **Note #3:** Carriers may not deliver extremely worn or poorly sealed boxes. Worn boxes or boxes with high-insured value may be opened and inspected while in-transit and are not always repacked correctly. Save \$ - avoid using needlessly oversized boxes.

• **\$15 Per Hand Delivered Uncrated Painting** – if hand deliveries can't be made to the venue (or not allowed), our fee to: receive, store, deliver, and retrieve and hold the painting until picked up, Call 206 417 4981 to coordinate a drop off time.

• **Return Of Paintings** must be by prepaid shipping label (obtainable from most shipping stores), or with your shipping carrier account number; or by credit card # (with expiration date and card verification numbers on the back), for the carrier's shipping fee from Seattle to you. • No checks and no COD for return shipping. **Note:** based on the carrier's pricing formula, rates may usually be higher than what you paid to ship to Seattle, and rates may also depend on the current day-to-day fluctuating cost of fuel, which makes payment by check problematic., • There is a \$5 a day fee for hand delivered work not picked up after 15 days unless arranged with shipping agent (call 206 417 4981)

ENTRIES FROM OUTSIDE OF THE US: - will be returned by prepaid label, or shipping carrier account number, or "Call Pickup" through your shipper service (preferred) or by credit card # (with expiration date and card verification numbers on the back). • No Checks and no COD for return shipping, • In addition to carrier's forms, - attach to outside of crate 3 copies of a completed and signed customs invoice & "Original Work of Art statement for U.S (form 19CFR 10.48) and 3 custom's invoice copies for country of origin (Canada) enclosed in crate, with your name and address, attesting to painting's country of origin, value of materials (not the sale price), and signed written delivery instructions to the exhibit and return shipment back to you,(copy of this form). • **Note:** Homeland Security may open International shipments valued over \$2000 and not always repack correctly. Custom inspections may result and brokerage fees may also be charged for work valued at more than \$200.

Questions? Special Arrangements? Call Daniel Zimmerman at 206 417 4981 or email < phoenixartrestoration@hotmail.com >



Artist's Return Shipment Instructions • Sign, detach and return this legibly completed form with your check or money order for the \$35 Shipping Agent fee, prepaid shipping label, and return address label, in an envelope attached to the painting. • Ship Artwork to: **PHOENIX ARTIST'S SERVICES, 17521 15th Ave NE., Shoreline, WA 98155**

ARTIST AGREES that **PHOENIX ARTIST'S SERVICES** will not be held responsible nor liable for glass breakage or any other damage in shipment due to handling in transit or for failure of the shipping crate and or packing provided by the artist to protect the work. • **LIABILITY:** The artist is responsible for insuring his or her own artwork. Every means will be taken by shipping agent (Phoenix) to safely deliver, retrieve and return the work as packed. **Note:** Work will be repacked and return shipped as received, employing the same shipping materials and shipping system provided by the artist. • Damaged shipping crates deemed no longer suitable for reuse, will be replaced for a fee and materials, but only with the artist's expressed approval. • Damaged but repairable picture frames and mats will be repaired for a fee and materials by our experienced staff, but only with the artist's expressed approval.

NAME (print) _____ SIGNATURE _____

ADDRESS for return shipping (no PO Box #) _____

City _____ State _____ Zip _____ Telephone (____) _____ • EMAIL _____

NAME OF EXHIBIT FOR DELIVERY: _____ Title of work: _____

DESIGNATE SHIPPING CARRIER FOR RETURN: _____ ✓ Check if return is ground or air or hand delivered pick up Insure \$ _____

✓ if return is by Prepaid Label Call Pick-up or return is by separate letter address separate letter to **HOENIX ARTIST'S SERVICES,**

✓ Check if return is by credit card - number, exp. date and card verification number (on back) _____

Shipping agent use box

Date rec'd. _____ • Payments. rec'd. \$ _____ Crate condition: good worn poor dmgd. Artwork condition: good

dmgd.