



# MAIL-IN FORM

**All Mail-In Orders Must Include This Form.**

TRISTAR reserves the right to use our best judgment for any details not provided.

All returned items will include a TRISTAR Authentic Hologram (at no extra charge).

This includes trading cards and multi-autograph items unless you specifically indicate that you do not want a TRISTAR Authentic Hologram below.

## ITEM DESCRIPTION(S) & SPECIAL INSTRUCTIONS:

**QTY. PRICE**

Please list and describe your item(s) in as much detail as possible. Please include your requests as special instructions under the item description. Requests include signature location on the item, hologram placement, etc. If sending in multiple items, please list the item and then the requests for all items. **IMPORTANT NOTE:** An autograph must be purchased in order to purchase an inscription.

<b>EXAMPLE: My Item: Craig Biggio 16x20 Astros Photo (batting; in pinstripe jersey)</b>	<b>1</b>	<b>\$ xx</b>
<b>Inscription Order: Please Inscribe "HOF 15" under the autograph.</b>	<b>1</b>	<b>\$ xx</b>
<i>Please sign in blue Sharpie in the dirt area near the bottom.</i>		

## AUTOGRAPH AUTHENTICATION OPTIONS You must select an option below. If a box is not checked, Option 1 will be applied.

<b>Option 1:</b> TRISTAR Authentic Hologram (Free; No Extra Charge) <input type="checkbox"/>	<b>Option 2:</b> No Hologram / Authentication. <input type="checkbox"/>
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## PROCESSING & SHIPPING (Select "A" or "B" for Shipping dependent on the quantity / types of items you send in.)

<b>PROCESSING FEE</b> <small>(EACH ORDER MUST INCLUDE THE PROCESSING FEE.)</small>	<b>1</b>	<b>\$5.00</b>
<b>A. TRISTAR RETURN SHIPPING (Trackable) - Quantity of 10 or More Items - FREE! *</b> <small>* 10+ items sent in must all be among these items: trading cards, flat items up to 16"x20" (and less than 3 lbs. each), baseballs &amp;/or football or baseball mini helmets. Any other item(s) are ineligible for this free shipping offer. (ex. An order with 7 baseballs, 2 trading cards &amp; 1 full-size football helmet is ineligible for this offer.) Return insurance not included. Free shipping is only for return addresses within the 48 states. Full price mail-ins only; no other discounts apply.</small>	<b>1</b>	<b>FREE *</b>
<b>B. TRISTAR RETURN SHIPPING (Trackable) - Quantity of 1-9 Items *</b> <small>A TRISTAR representative will contact you if there are additional shipping charges (oversize, heavy, shipping to Hawaii, Alaska or International.)</small>	<b>1</b>	<b>\$15.00</b>

## SUBTOTAL

**ALL TEXAS RESIDENTS** must include 8.25% Texas state sales tax.  
*(Shipping and the Processing Fee are taxed.)*

**Texas State Sales Tax**  
**Tax = Subtotal x 0.0825**

**(LINE 2) PAGE 1 TOTAL**  
*(Carry total over to Page 2.)*



## MAIL-IN FORM (Page 2)

We are happy to have your item(s) signed, but we must do so under the following terms and conditions:

### Return Item Insurance

- Please insure your item(s), as we are not responsible for any loss or damage caused by a carrier.
- If the value amount exceeds \$100, insurance must be added to the order.
- The below insurance form covers your item(s) when they are sent back to you via TRISTAR return shipping.
- If you do not need additional insurance, based on the value of your item being less than \$100, please write 0 in Line 1 below, and fill out the rest of the form.

**PLEASE NOTE: Insurance is only needed (and required) if an item you are sending is valued over \$100 BEFORE the autograph(s) you are purchasing has been signed on your item.**

Item Description	Item Value Pre-Signature

Line 1	<b>Total Insurance: \$.50 per \$100</b> Example: (\$200=\$1.00; \$300=\$1.50; \$400=\$2.00)	
Line 2	Total from Page 1	
Line 3	(Line 1 + Line 2) = <b>TOTAL DUE:</b>	

### Payment / Shipping Information

PAYMENT BY CHECK or MONEY ORDER:	
Check / MO#	Amount
PAYMENT BY CREDIT CARD:	
Name on Card	
Credit Card #	
Exp. Date	*CVV #
Billing Zip Code	*If paying by credit card, you MUST provide a CVV#.

CUSTOMER SHIPPING INFORMATION	
ALL FIELDS ARE REQUIRED. Please write legibly.	
Name	
Address <small>(NOT A P.O. BOX)</small>	
City/State/Zip	
Address Type (Circle)	Home      Office
Daytime Phone #	
Email	

***This form must be completely filled out and signed by you, the customer.  
We strongly recommend that you package your item(s) securely.***

All of the above terms and conditions on both pages are hereby expressly agreed to and accepted by:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_