## The Perth Mint Depository

Freight and collection guide



The Perth Mint Depository

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### Forms

The following forms are available at the back of this guide:

Request for freight quote form

Request for collection form

**Unsecured transport waiver form** 

Client arranged freight form

Please read this information carefully.

Should you have any questions, please do not hesitate to contact the depository team on +61 8 9421 7250 between 8am and 5pm Australian Western Standard Time (AWST) or email depository@perthmint.com

not be applicable in all circumstances and the terms and conditions of your depository account should also be considered. Please refer to our <u>customer</u> <u>code of conduct</u> and conditions of entry for all collection requests.

### **Fabrication**

Clients with unallocated or pool allocated metal must convert their holding to physical bars prior to collection or delivery.

A list of bars, including their fabrication charges, can be found in the product schedule in this guide.

1,000 ounce silver and 400 ounce gold bars are hand poured and consequently the exact number of ounces contained within each bar will vary. Only one kilo gold, 400 ounce gold, and 1,000 ounce silver bars have serial numbers.

All products are subject to availability and the production schedule (unless you already hold allocated products).

Coins and minted bars are not available through the depository.

All fabrication and storage invoices must be paid in full prior to delivery or collection. Payment is required prior to collection and must be made from the account we hold on file against your account.

## Delivery

The Perth Mint uses the services of professional courier companies and secure carriers.

We are unable to provide approximate costs and we require a completed Request for freight quote form and current identification in order to obtain a freight quote. The cost of delivery will vary based on the weight, value, destination and the level of service for the shipments.

In addition to the costs quoted, there may also be other import costs (such as taxes, duties or import bonds) for international shipments. Clients will need to investigate this directly with their relevant local authorities as they are not covered in the cost of freight, nor do we offer advice on local customs authorities or their procedures.

# Requirements before proceeding with a freight or collection request:

- You must have a depository account open for a minimum of six months before you can request freight or collection.
- Transactions involving the purchase of physical metal followed by an immediate request for freight or collection may be declined.
- For prompt collection, please purchase at <u>The Perth Mint Shop</u> or online at perthmint com
- Only one collection or freight request is allowed in a six-month period.
- You must complete the conversion to physical metal before requesting freight or collection.



## Freight options

#### Insured delivery under \$70,000 in value:

These quotes will be supplied by general courier companies which deliver to either a residential address or a business address. These are normally the least expensive method to ship precious metal up to the value of \$70,000.

A tracking number will be provided by email on the day of dispatch. Quotes will be provided including insurance of 1% of the value plus GST.

#### Insured secure carrier over \$70,000 in value:

Secured deliveries for freight are available to business addresses, other vaults/depositories or the nearest secure depots.

For a depot delivery you will be contacted by the carrier to arrange collection from the depot within five working days.

If a business address is supplied, written confirmation that the premises is willing and able to accept delivery of precious metal is required. An applicable person such as a business manager, building manager or authorized employee should sign and date the letter, however, you are required to be present to sign for the delivery.

If you are sending your metal to another storage facility where you hold an account, we will require proof that you hold an account with that facility in the same name as your depository account.

The selected carrier will transport all goods in a secure manner and insurance is included up to the point of delivery to the nominated business address or on receipt of a signature when collected from the depot.

#### Important information for delivery:

- The written freight quote provided is valid for 30 days.
- Please accept the quote in writing via email. No changes can be made to the request after acceptance.
- We are unable to guarantee delivery on a specific date or time.
- We are unable to make third party deliveries. This means that the
  metal can only be shipped to, or collected by, you as the depository
  account owner. If you are personally unable to accept delivery or
  collect metal, please contact our office. Variations to the address
  we have on file may require further explanation.
- Please provide as much notice as possible for all collections and delivery requests.

#### Important information regarding depot delivery:

- The freight company will notify you that the shipment is awaiting collection at the depot. Should any shipment not be collected within five days from the date of notification, a daily storage fee will be charged.
- If the freight has not been collected from the depot after seven working days from the date of notification, the freight will be returned to The Perth Mint and all associated costs will be charged to you, including storage costs incurred from the freight holding facility.

#### Arranging your own delivery

Should you wish to organise your own delivery, a \$100 vault handling and administration fee will be charged (in addition to any account cost due). We will then arrange for the metal to be made available for collection by your freight company. Please note that we are unable to provide any assistance to you in organising your own delivery and will require certain information before we can process your request. This information will need to be completed on the Client organised freight form in this guide. Please contact us directly for further information regarding arranging your own delivery.

### Collection

Metal may be collected from The Perth Mint by appointment Monday to Friday between the hours of 9:30am and 1pm (AWST).

The specific date and time of your collection will be confirmed with you before you attend. For security purposes, only one collection may take place at any given time.

If you are running late, please call our office on +61 8 9421 7250 to advise. Missed appointments will be rescheduled and this may be a day or so later.

As you are visiting The Perth Mint, compliance with our security protocols are mandatory. Please refer to our <u>customer service code of conduct</u> and conditions of entry available on our website: **perthmint.com** 

#### Important information for collections:

- Due to the necessity for appointment times and any invoicing (if required), we require at least 5 business days notice for a collection.
   Submission of the Request for Collection form will not count as five working days notice until the collection details have been confirmed back to you in writing and you have accepted the associated costs within the confirmation. Collections of large metal holding will require more notice.
- Third party collections are not permitted. As the owner of the depository account, you must be present for the collection, provide photo identification at the collection point and sign for the depository collection. Please contact our office for further information.
- Any applicable storage or fabrication charge will be advised when we
  respond to the submission of your request. Payment for any
  applicable fees must be made and received before metal is released. If
  payment has not been received by the day of collection, your
  collection date will be rescheduled.
- Metal for collection is not packed and is presented loose. Please bring adequate items to carry or pack the metal.
- If collecting by car please provide the following information before the day of collection: The make, model and colour of the car and the licence plate number. Dash cams must be switched off or covered.
- No photography is permitted in secure collection areas of The Perth Mint.



### Product schedule

- 1,000 ounce silver and 400 ounce gold bars are hand poured and the exact number of ounces contained within each bar will vary, but never be less than the stated weight.
- 1,000 ounce silver bars require specific packaging due to their weight. Fumigated, wooden boxes are supplied at a cost of \$36 per box.
- Depository bullion bars are not minted bars and are not sold in packaging.
- Only one kilo gold, 400 ounce gold, and 1,000 ounce silver bars have serial numbers.



Product Code	Description	Purity %	Fine Oz per unit	Fabrication Premium
Gold bars				
A1BD	Gold 1oz Bar	99.99	1	\$115.00
A1BN	Gold 5oz Bar	99.99	5	\$495.00
A1BB	Gold 10oz Bar	99.99	9.999	\$950.00
A1BA	Gold 1kg Bar	99.99	32.148	\$2,750.00
A1BAOG	Australian Origin 1kg gold bar	99.99	32.148	\$3,750.00
A1BJ	Gold 400oz approx. Bar	99.5+	400 +/-	\$3,000.00

Silver bars				
A2BA	Silver 1kg Bar	99.99	32.151	\$130.00
A2BL	Silver 1000oz approx. Bar	99.9	1000 +/-	\$1000.00

## Request for freight quote

CLIENT CODE					
<b>DELIVERY ADDRESS</b> (Please select one)	A) RESIDENTIAL	B) BUSINESS			
CONTACT NAME					
CONTACT PHONE					
CONTACT EMAIL					
Please provide the full	legal business name.				
Please provide the nor	mal business hours of op	peration.			
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### Request for collection

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LIENT CODE				
REFERRED DATE AND TIME OF COLLECTI	<b>ON</b> (Monday to Fri	day bet	ween the hours of 9.30am and 1pm (	AWST))
AMES OF ALL PERSONS ATTENDING THE	PERTH MINT			
ONTACT EMAIL				
ONTACT PHONE				
AR DETAILS (if applicable)				
lease refer to your depository account sta o enter the gold and silver product descrip Il products are subject to availability and	ptions in the colum	nns belo	ow.	
Gold product description	Quantity		Silver product description	Quantity
lease note:				
	a working days noti	co until t	the details in it have been confirmed by	ack to you in writing
and you have accepted the associated costs	within the confirma	ation.	the details in it have been confirmed ba	ack to you in writing
	within the confirmation af	ation. ter it has	s been confirmed.	ack to you in writing

Electronic signatures are accepted if they match ID provided.

Name

Signature



Date

## Unsecured transport waiver

CLIENT CODE			
DELIVERY ADDRESS			
BUSINESS NAME (if utilising a business add	·ess):		
CONTACT NAME			
CONTACT PHONE			
CONTACT EMAIL			
Please note: Deliveries within Australia value	d at more than \$30	0,000 are required to be shipped with insurance.	
Metal to be shipped:			
Please refer to your depository account sta	tement or the pro-	duct listing on page four of this booklet for info	rmation required
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Gold product description	Quantity	silver product description	ucts).
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All products are subject to availability and  Gold product description  I/WE (Client name or authorised signatory a  Agree to ship the above order, purchased fro agreed that I/we am/are solely and fully resp be lost or stolen, however caused, from the teither now or in the future, do I/we have any	Quantity  Manual Company of the Perth Mint, the production of the ship cime of pick up from the recourse to The Perth Mint of the production of the producti	Silver product description  Silver product description  ny)  using an unsecured, uninsured freight carrier. It is oment and solely and full bear the risk should any in The Perth Mint. I/we acknowledge that under n	acknowledged and and and/or all goods o circumstances,
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## Client organised freight

CLIENT CODE				
CLIENT NAME				
CLIENT EMAIL				
FREIGHT COMPANY				
FREIGHT COMPANY CONTACT (Name and	phone number)			
DELIVERY ADDRESS				
If the metal is being delivered to another sto	orage facility, please	also	provide the following information	n:
CONTACT PERSON AND PHONE NUMBER	AT DESTINATION	СОМ	PANY	
ACCOUNT REFERENCE AT THE DESTINATION	ON COMPANY			
Metal to be shipped: Please refer to your depository account st to enter the gold and silver product descri				let for information required
All products are subject to availability and	-			ated products).
Gold product description	Quantity		Silver product descript	tion Quantity
Please note: Depending on the metal being ship	oped, there may be st	orage	e and/or packing charges to finalise p	rior to the metal being released.
BULK PACK (pallet) SMALL	k). <i>Please check wi</i> PACK (max weight			tion location.
Name	Signature		Date	
Electronic cignotures are accepted if the corre	atch ID provided			
Electronic signatures are accepted if they me	טונטווש אוטעומפט.			

