

Shipping Instructions For Silver Recycling Items

Shipment Preparation

A. General

1. For assistance please call: 1-800-934-9234
2. Prepare packing slip(s).
3. Attach shipping labels to containers/cartridges. **If possible, use the container that was shipped with the cartridge. In the case of RePAC or CompacMETS cartridges, we cannot be responsible for damage to cartridges that are not returned in the original container.**
4. Address shipment to: **Refining Services, 1520 Pioneer Road, Salt Lake City, UT 84104.**
5. Include a copy of the packing slip(s) with shipment.
6. Send copy of packing slip(s) and Bill of Lading (if used) by mail or fax. **Mail: Refining Services, PO Box 26748, Salt Lake City, UT 84126. FAX: (801)973-7403.**
7. For security reasons **DO NOT IDENTIFY MATERIAL AS SILVER!** If you comply with the shipping instruction, your shipment will be covered by our insurance to a maximum of \$100,000.00 per shipment.

B. Flake

1. Place flake in plastic bag and place bag in flake container.
 - a. 3-gallon container - Seal container by attaching locking ring and numbered seal.
 - b. 1-gallon container - Seal container by snapping lid closed.
2. Place container in cardboard box and tape securely.

C. Cartridge

1. Drain liquid from cartridge and plug inlet/outlet ports.
2. Place cartridge in cardboard box, tape closed (required for UPS shipments).

D. Resin / Sludge

1. Drain liquid from Resin / Sludge.
2. Package in suitable shipping containers (plastic or metal drums).

Shipment Method - Select the most effective method of shipment by following these guidelines:

A. UPS

1. Ship UPS if your shipment is less than 200 pounds total and each individual container weighs less than 70 pounds. More than one container may be used if necessary.
2. For shipments weighing 200 to 500 pounds total, ship UPS if the "100 Weight Discount Program" is available in your shipping zone (contact UPS for information)
3. If required, identify material as: "Used cellulose acetate, to include flake and used metal chip. Declared value not to exceed \$100.00"

B. Consolidated Freightways or Yellow Freight

1. If your shipment does not meet the above requirements for UPS ship via Consolidated Freightways or Yellow Freight. You may ship freight collect if you want to use our freight discount. Freight charges will be deducted from your settlement.
2. Prepare Bill of Lading. Use one Bill of Lading per shipment. Call us at 1-800-788-6881 for preprinted Bill of Lading.
3. Identify flake as "Containers Used Metal Chip, Item 136500, S-1 Class 70 RVNX.40"
4. Identify cartridges as: "Containers Photo Residue, Item 195410, Class 60."

For More Information Call 1-800-934-9234