



**May 5th & 6th, 2018**

# Shipping Information

**Rich Penn Auction Event  
Five Sullivan Brothers  
Convention Center  
200 W. 4th St., Waterloo, IA 50701**

- **Contact: [Owner5189@theupsstore.com](mailto:Owner5189@theupsstore.com) for your full shipping estimate.** •

## Shipping Information

The UPS Stores in Waterloo and Cedar Falls, IA will be handling the packing and shipping of all merchandise that is sold via the internet, absentee or phone bidding. All items will be picked up and moved to their shipping center the day of the auction .

**Please review this information before you bid.**

***Packing Service &  
Materials Estimate Per Box***  
(Price does not include shipping costs. )

***Standard/  
Fragile Pack***

***Custom Pack***

**Extra Small Box: Item(s) packed in 13"x11"x4" box**

\$ 5.25

N/A

**Small Box: Item(s) packed in 12"x12"x12" box**

\$ 6.25

\$18.50

**Medium Box: Item(s) packed in 18"x18"x18" box**

\$15.75

\$27.00

**Large Box: Item(s) packed in 24"x24"x24" box**

\$19.75

\$32.75

1. There will be a minimum pick up charge of \$5/per lot and will increase depending on the size of items being transported and length of time in storage. Large items such as Jukeboxes, furniture etc., will incur a minimum \$50 charge per large item. Pick up charges are not subject to refund.
2. Packages shipped via UPS will be covered under the Pack and Ship Program. If you choose an alternate shipper such as USPS the program does not apply. Visit their website for additional information regarding the Pack and Ship Program.
3. Items of high value/fragility, will be custom packed or upon evaluation of these objects may be freighted. The UPS Store will determine this and will provide a quote accordingly. If the customer chooses not to have the additional packing or have the items sent via the recommendation of The UPS Store, they will need to sign a waiver that voids The Pack and Ship program. High value items of \$1000 or more will be sent with an adult signature required, so that they are not left on a front door step.
4. If damage does occur in shipping, all items including: all packing materials, boxing and damaged items need to be retained until the claim is settled or it will be denied and a refund will not be issued.
5. To speed up your shipping, payment for shipping charges to The UPS Store may only be made by credit/debit card. They accept American Express, Visa, Master Card & Discover.
6. Shipping of larger items will be handled by either UPS Freight or a blanket wrap carrier.
7. We try to have everything shipped within 4 - 6 weeks from the time the UPS Store receives payment information for shipping. Do not contact the shipper until your invoice has been paid to Rich Penn Auctions. Once it has been paid, please allow time for your items to be prepared for shipping. When your item is shipped, you will be given tracking information via email. Using the email [Owner5189@theupsstore.com](mailto:Owner5189@theupsstore.com) is the best way to contact the stores as this email is used exclusively for Rich Penn Buyers. Please keep in mind that if you decide to call, they only have two lines and returning phone calls delays quoting and shipment of items.
8. Your can have your items shipped via UPS, USPS, or DHL. A Parcel Shipping Order Agreement (PSO) will need to be signed by each buyer prior to shipment. If the buyer has their own shipper account, and want to use that account, they will need to provide The UPS Store with a shipping label and any other necessary documents (ie international) and a \$5 service fee will be charged for this option. The pack and ship program will not apply if a customer uses their own account.

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**Please provide lot #, dimensions, estimated weight, value and "ship to" zip code.**

Using the email [Owner5189@theupsstore.com](mailto:Owner5189@theupsstore.com) is the best way to contact the stores as this email is used exclusively for Rich Penn Auction buyers.