RCNH Financial

Guidelines for Shipping Precious Metals and Numismatic Coins

★ ★ ★

via U.S. Postal Service Registered Mail

1 Before You Ship

Notify Donald W. Dee of the contents of each package before mailing so the shipping and receiving department can anticipate activity for your account.

Register the package with the U.S. Postal Service and declare a value of **$25,000.00.**

Estimated registration cost: approximately **$42.10** plus postage fees.

RCNH's insurance policy provides additional coverage up to **$150,000.00** per package.

Do not disclose the contents of the package to Postal employees.

2 Packing Requirements

All packages must be **double boxed.**

Place all coins/precious metals in a separate inner box, then insert that box into a **Priority Flat Rate box.**

Ship all coins/precious metals in a **box only.**

DO NOT SHIP COINS IN AN ENVELOPE.

Include a packing list with your name, address, phone number, value, and an itemized list of contents.

Keep a copy of the packing list for your records.

3 4-Step Shipping Checklist

1



Place newspaper, bubble pack, or similar packing materials in the **Priority Flat Rate** box to secure contents and prevent shifting. If you can feel or hear product shake in the box, use more packing material.

2



Cover all seams on the box with brown paper tape. Do not cover the words '**Flat Rate**' with tape. Brown paper packing tape can be provided by the RCNH shipping department if necessary.

3

Notify Donald Dee at **1-800-225-7264** when your package has been shipped. A member of the RCNH team will confirm receipt once it arrives at our office.

4

Ship packages to:

Donald W. Dee
P.O. Box 720
Milford, NH 03055

SHIPPING CONTACT: Donald Dee | 1-800-225-7264