HALLNOTE

Packet No:

Goldsmiths' Hall, Gutter Lane, London EC2V 8AQ
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E: info@assayofficelondon.co.uk
www.assayofficelondon.co.uk

The GOLDSMITHS' Company

ASSAY OFFICE

PLEASE WRITE IN BLOCK CAPITALS USING A BALL POINT PEN – COMPLETE IN FULL

Invoice to:				Return to: (if posting back to a different address. Please state)			
Address:				Address:			
Postcode:				Postcode:			
Account No.:		Your Ref:		Cash/Chq Enclosed £	Card	Online	
Contact Name:		Tel No:		Email:			

Method of return: **(items will be returned as received unless otherwise specified)**	Courier		Collect:		Post Back:	
Special Delivery Compensation Level: (please tick box)	£500		£1,000		£2,500	
Sponsor's Mark Required: (name as registered)						
Initials on Registered Punch:		Apply Sponsor's Mark (Do you require the Assay Office to apply the Sponsor's Mark?) Please tick	YES	NO		

Please tick one box only

GOLD		PLATINUM		SILVER		PALLADIUM	
999		999		999		999	
990		950		958 Britannia		950	
916 (22ct)		900		925 Sterling		500	
750 (18ct)		850		800			
585 (14ct)		MIXED METALS State other Metal					
375 (9ct)		Apply mixed metal part mark? Please tick	YES	NO			

Please tick as required

Traditional UK marks	
International Convention marks	
UK plus Common Control mark	
EARLY HALL SERVICE	
SAME DAY SERVICE	
ONE HOUR	

(Please state service at counter or outside of post packet)

PLEASE STATE CLEARLY IN THE DESCRIPTION BELOW IF ARTICLES ARE NOT OF NEW MANUFACTURE i.e. PERSONAL PROPERTY OF YOURSELF OR A CUSTOMER

DESCRIPTION OF ARTICLES (Please do not use code numbers alone)	Tick for laser	WEIGHT	No. of Articles
TOTALS			

SPECIAL HALLMARKING REQUESTS

PLEASE NOTE THAT INSTRUCTIONS WILL BE TAKEN FROM HERE ONLY

TRADITIONAL MARKS WILL BE ADDED UNLESS OTHERWISE REQUESTED.
THE ASSAY OFFICE RESERVES THE RIGHT TO MARK AS APPROPRIATE, BY STAMP OR LASER

Assay Office Use Only		
H	**L**	**M**
PIN		
Early/Same 1 Hour		
Packaging Charge		
Hallnotes		
Handling		
Sampled		
Marked Hand		
Marked Press		
Marked Laser		
TOTAL ARTICLES		
	g	
	g	
	g	

BY SUBMITTING THIS PACKET YOU AGREE TO BE BOUND BY OUR TERMS AND CONDITIONS, COPIES OF WHICH CAN BE DOWNLOADED FROM OUR WEBSITE OR ARE AVAILABLE AT THE COUNTER

The above mentioned articles were made in ..... (Name of Country)
I/We have the sponsor's permission to use his/her registered mark

Authorised Signatory..... on behalf of..... Date .....