



# SHIPPING INSTRUCTIONS

Welcome to Jack Hunt Rapid Express, the most efficient and cost effective way to ship and insure your gold, silver and platinum to Jack Hunt Coin Broker, Inc. When shipping material, **please follow these instructions** to ensure your package arrives in a safe and timely manner.

## Read before you start:

Please follow all Rapid Express program requirements to ensure your material is fully insured and arrives promptly.

### Program Insurance Requirements:

- Confirm all material with our Trading Department before shipping.
- All goods must be sold to JHCB before being shipped using Rapid Express.
- Packages must be shipped **Box-Within-a-Box** (Small Inside box within Large Outside Box).
- Drop package(s) off at a **FedEx Location** or schedule pickup <https://www.fedex.com/en-us/shipping/schedule-manage-pickups.html>
- **Do not use drop boxes.** Make sure package(s) are scanned by a FedEx Employee.
- Additional insurance is not required. JHCB insurance covers the value of the package(s).
- The maximum value of any single box cannot exceed \$150,000 for Express and \$75,000 for Ground.

**For packages over 25 pounds, please call for Ground Label.**

## RX Shipping Supplies

JHCB provides you with shipping supplies to ensure your material is packed in a secure manner. To request more supplies contact our Trading Department at **1-800-877-7424** or **E-mail [orders@jackhunt.com](mailto:orders@jackhunt.com)**.

### Rapid Express shipping supplies include:

- Small Inside Boxes
- Large Outside Boxes
- Prepaid UPS Next Day Air Shipping Labels
- Heavy Duty Plastic Bags
- Zip Ties

## Packaging Your Material:

1

- Place material into a supplied heavy duty plastic bag and close with a zip tie. This keeps material from shifting during shipping.
- Make sure material is **separated by category** to ensure faster processing and payment.



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- Place bag(s) into the **Smaller Inside Box**.
- **Make sure material is packed tightly** with bubble wrap or other lightweight packing material to avoid shifting during shipping.
- **Include a detailed invoice inside the package.** This helps to expedite your package once it arrives for processing.
- Securely seal the inside box with shipping tape.



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- Place the **Smaller Inside Box** into the **Larger Outside Box** and seal with shipping tape.
- Packages must be packed using this **Box-Inside-a-Box** method to meet insurance requirements.
- Be sure package is taped securely to avoid breaking open during transit.
- We recommend completely covering all box seams with packing tape.



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- **Contact the Trading Department to email a Shipping label**
- Print and **securely attach the label**
- Make no mention of gold, silver, coins, etc. on the address or return address. *Example: ABC Gold & Silver = ABC G&S*

Please ensure that shipments are in compliance with our insurance guidelines in packaging, weight, and value for both Overnight and Ground shipments.

**Please note: shipments of silver exceeding 200 t/oz must be sent Ground.**

Any shipments not in compliance may be denied coverage in the event of a lost or damaged package.

If you have any questions about any of the required shipping guidelines, please let us

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- **Drop off at a FedEx Store.** Locations can be found at <https://local.fedex.com/en-us>  
*\*Please note, you need to have a FedEx Account Number to schedule pickup.*
- **DO NOT USE DROP BOXES.** Packages left in drop boxes are not insured.



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- Email [orders@jackhunt.com](mailto:orders@jackhunt.com) with:
  - Your Dealer Code
  - Trade Number(s)
  - FedEx Tracking Number(s)
- This fully insures your package(s) with Jack Hunt Rapid Express.

From: gold@jackhunt.com  
To: rx@jackhunt.com  
Subject: RX tracking number - 034 Trade#999

Dealer Code:  
Trade Number:  
FedEx Tracking Number:

Call 800.877.7424 To Trade