

PHILLIPS

COLLECTION, SHIPPING AND STORAGE INFORMATION

Thank you for participating in our recent London auction and congratulations on your successful bidding. Below you will find some useful information to assist you with arranging the collection, shipment or storage of your purchases.

Collection

- Following the auction, all purchased Lots will be transferred to our nominated offsite fine art storage facilities, with MTEC (details below). Complimentary storage will be provided for a maximum of 30 days following the date of the auction.

Lots purchased and paid for in full will be available for collection from:

MTEC, 10 Gentlemans Field, Westmill Road, Ware. SG12 0EF



- Purchased Lots will be available for collection once Phillips has received in full and cleared funds your payment of the total purchase price (including applicable taxes and artists resale royalties) and any other outstanding amounts you may owe to Phillips or any of our affiliated companies or third-party service providers, including outstanding storage and insurance charges (if applicable), shipping fees and any applicable import duties and taxes.
- To arrange collection or shipment of your purchased Lot(s), please contact us:
Email: Shippinglondon@phillips.com
Tel: +44 207318 4010

Please give us **at least two working days' prior notice** of the date you intend to collect, so that we can prepare the necessary release paperwork.

- For security and identification purposes, you (or authorized agents collecting property on your behalf) will be asked to show the following before lots can be released:
 - Proof of payment
 - A valid government issued identification (e.g. passport or ID card)
 - A signed authorization letter or instruction (if an agent is collecting on your behalf)
- Please note that at collection, the packaging of lots will be opened to allow you or your authorized representative to inspect the lot(s) before we release them for collection. If you are using shippers or agents to collect the lot(s) on your behalf, please ask them to bring appropriate packing material to re-pack and re-seal the lot(s).

Storage Charges

Any lots not paid for or collected within the 30-day complimentary storage period, will start to incur storage charges from Day 31 after the auction ("Storage Charge Start Date"). Effective from the Storage Charge Start Date, our nominated third-party storage provider will open a storage account in your name and invoice you for the applicable charges until such time as you take collection of the Property or transfer it to another storage account.

Risk of loss or damage

Please note that lots will be at the buyer's risk from the Storage Charge Start Date. If you do not have appropriate insurance cover in place, you will need to make separate insurance arrangements. MTEC will be able to provide a quote for storage insurance and you should contact them directly to discuss your needs.

Further assistance

If you have any questions, relating to the above please contact us at
Email: Shippinglondon@phillips.com
Tel: +44 207318 4010

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PLEASE COMPLETE AND RETURN THESE INSTRUCTIONS TO
londonshipping@phillips.com

Property shipping/collection form

Client Name

■ PROPERTY INFORMATION

Sale Number

Sale Date

Lot Number(s)

COLLECTION

Please choose one

I will pick up my property

Date to be Collected

To be collected by (3rd party representative)

PACKING AND SHIPPING Please send me an estimate for the shipping of my property.

INSTALLATION AND DISPOSE OF PACKING MATERIAL Please specify whether you would like us to install your lot(s) and remove the crate after installation.

EXPORT INVOICE Please tick if you require an export invoice (less any applicable UK VAT/taxes). Please note, export invoices are only available if the lot(s) are leaving the European Union (subject to alternative arrangements which may come into effect should the UK withdraw from the European Union on 29 March 2019)

SHIPMENT DESTINATION

Recipient
Address

Contact Name

City

State

Postcode

Country

Home telephone

Office telephone

Mobile telephone

Email Address

Social Security number or Tax ID Number for US Shipments

■ INSURANCE COVERAGE

Please send me an estimate to insure my property for the hammer price plus buyer's premium (or reserve price if unsold); frame and glass not included

Please DO NOT insure my property. I accept full responsibility for any loss or damage to my property

Your signature on this form releases Phillips from any liability for damages sustained as a result of packing or transport.

Transit insurance is optional. We strongly recommend, however, that you insure your property with the shipper while it is in transit.

All claims must be reported within 24 hours of delivery and accompanied by photos of the work(s) and its original packing.

For international shipments, all taxes and duties will be payable upon receipt of property by the client and will not be included in shipping estimates unless specifically requested.

**Please note that your contact details will be forwarded to a fine art shipper in order to send you a quote.
These details will be of course kept strictly confidential.**

Signature

Date