

Submission Agreement

EDITION 1.0



1. **Submission Eligibility**

VMG (“Vintage Marble Grading”) accepts raw (unslabbed) marbles only for grading and authentication services. By submitting an item, the submitter represents that the marble is owned by them, or that they are authorized to submit it.
2. **Authentication**

All submitted marbles will undergo an authentication review process. Authentication determinations are rendered according to VMG standards and methodologies, which may be updated periodically at VMG’s sole discretion.
3. **Grading Standards**

A numeric grade will be assigned only to marbles that meet or exceed the minimum VMG quality standard of **8.0** and that exhibit authentic, unaltered surfaces as determined by VMG. Grading determinations are subjective opinions based on VMG expertise and available information at the time of evaluation.
4. **Designations for Non-Qualifying Marbles**

If a submitted marble does not meet the minimum quality threshold of 8.0, it will not receive a numeric grade and instead will receive one of the following designations:

 - **VMG Authentic** — Assigned to marbles determined to be authentic but below the minimum grading threshold.
 - **Altered Surface** — Assigned to marbles showing evidence of surface alteration, repair, polishing, or other modifications that affect original surface integrity, as determined by VMG.

VMG reserves the sole right to determine the appropriate designation.
5. **Encapsulation (Slabbing)**

All marbles submitted to VMG, regardless of grade or designation, will be encapsulated in a protective holder (“slab”) bearing the assigned grade or designation and a unique serial number.
6. **Registry Entry**

All submitted marbles, regardless of outcome, will be assigned a unique serial number and entered into the VMG online registry.
7. **Fees**

All submitted marbles are subject to VMG’s applicable service fees, regardless of whether a numeric grade is assigned or a designation is issued. Fees are non-refundable once the authentication or grading process has begun.
8. **Return Shipping Address**

A return shipping address and contact details (name, address, city, state, zip, phone and email) are **REQUIRED**.
9. **Limitation of Liability**

VMG shall not be liable for any loss, damage, or change in condition occurring during shipping to or from VMG. VMG’s liability, if any, for items in its possession shall be limited to the declared value provided by the submitter, not to exceed the amount permitted under VMG’s insurance coverage or the service fee paid, whichever is less.
10. **Final Determinations**

All grading, authentication, and designation decisions made by VMG are final and represent the professional opinion of VMG at the time of evaluation. Market values are not guaranteed and may change over time.
11. **Acceptance of Terms**

Submitting any marble to VMG (“Vintage Marble Grading”) constitutes acceptance of these terms and all published VMG policies. By signing, the Customer confirms they have read and agree to these Grading Terms and Conditions (the “Agreement”).

Signature: _____ Date: _____

How to Prepare Your Package for Shipment

(USPS, FedEx, UPS, etc.)

- **Photograph Your Marbles**
Take 4–6 clear photos of each marble you are sending. These photos are for your personal records and for insurance purposes in the event of a claim.
- **Wrap Individually**
Wrap each marble individually in bubble wrap and secure it with adhesive so it cannot come loose.
- **Secure Packaging**
Place the wrapped marbles in a padded envelope or rigid box. Ensure the marbles cannot move around during transit.
- **Enclose Submission Agreement**
Enclose a **completed and signed** copy of this submission agreement with your package. Customer signature is required at the bottom of each page. We advise that you also return a copy of the completed Agreement back to brian@vintagemarblegrading.com.
- **Include Tracking**
Packages shipped to VMG are required to be shipped with tracking. When order has been completed, VMG will ship the package back to you with tracking.
- **Ship With Tracking To:**

VMG Studios
PO Box 116
Malvern, OH 44644
- **Processing Timeline**
Once we receive your package, you will be notified via email that processing has begun. Our current turnaround time is approximately 3–4 weeks. When your marble ships back to you, you will receive tracking confirmation.
- **Agreement to Terms**
By mailing your submission agreement, you acknowledge and agree to our terms and conditions and confirm that you have taken sufficient photographs for your records.
- **Address Verification**
Upon receipt, VMG will verify that the return address listed on the submission form matches the address on the outside of the box. If the addresses do not match, processing may be delayed.
- **Damaged or Lost Packages**
Following these guidelines will help minimize the risk of damage or loss during transit. If a package arrives at VMG in damaged condition, the Customer will be contacted before continuing forward in the process.

Signature: _____ Date: _____

ORDER NUMBER: _____

RETURN SHIPPING ADDRESS

- First Name: _____ Last Name: _____
- Street Address: _____
- City: _____ State: _____ Zip: _____
- Phone: _____
- E-Mail: _____

ITEMS BEING RETURNED

NO.	DESCRIPTION	PRIMARY COLOR	SECONDARY COLOR	DECLARED VALUE
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

IMPORTANT:

- 1.) Be sure to sign the bottom of each page.
- 2.) Please return a signed copy of this Agreement back to us via email: brian@vintagemarblegrading.com
- 3.) Be sure to enclose a completed copy of this Agreement with your package. You may also send us tracking once you have shipped the package to us.
- 4.) Package to be shipped to:

VMG Studios
PO Box 116
Malvern, OH 44644

Signature: _____ Date: _____

Thank you for
trusting VMG.

