



## ***Melt Your Gold*** **Recycling/Exchange Info** **and Shipping Form**

Thank you for your interest in recycling your gold and platinum jewelry with Jill Platner.

The first step of the process is for us to review what you'd like to recycle. Please complete page 2 of this form and send to us at [info@jillplatner.com](mailto:info@jillplatner.com).

Once we have received your form, we will be in touch to confirm your request and provide further instructions on either shipping your items or making an appointment for evaluation and exchange. *Please do not ship your items until you have received confirmation from us.*

Once confirmed, you can either ship your pieces or arrange an in store appointment to drop them off.

### **Shipping instructions:**

- Your shipment must be fully insured for the suggested value of your items.
- You must request a signature confirmation receipt for the shipment to ensure that your package is safely delivered to us.
- This signed and completed form must be enclosed with the shipment.

### **Metal evaluation:**

Our team will carefully weigh and evaluate your gold or platinum, and we will email your test results and store credit amount within fourteen (14) business days. Store credit can be applied to any item in our retail store or on our website.

### **About the exchange:**

- We will exchange your gold or platinum for store credit only.
- There is a 15% handling fee to process your gold/platinum, which is taken from the credit amount.
- We are not responsible for shipments not sent with insurance and signature confirmation.
- Store credits are valid for one year from the date on which they were issued.

Our complete Terms and Conditions and FAQs are listed here: [JillPlatner.com/info/melt-your-gold-faq](http://JillPlatner.com/info/melt-your-gold-faq)  
These terms shall be binding, should you should decide to participate.

1. Customer/Shipper Information

Name \_\_\_\_\_

Address 1 \_\_\_\_\_

Address 2 \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

2. Description of Items Sent

Please include a brief description of each item you are sending. Feel free to group similar items together. For example: (3) 14k white gold bands, (2) 18k yellow gold bands, etc). Attach a separate sheet if necessary.

3. I have read and agree to the Conditions of Use, Notices and Disclaimers on Jill Platner's website.  
[JillPlatner.com/info/melt-your-gold-faqs](http://JillPlatner.com/info/melt-your-gold-faqs)

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Questions? Email us at [info@jillplatner.com](mailto:info@jillplatner.com)