

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 useful information to assist you with arranging the collection, shipment, and/or storage of your purchases.

Collection & Shipping

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 of the auction. **Please note, following the expiration of the complimentary storage period, storage charges and release fees will apply for all lots.** Storage charges will be levied £4 per lot per day and release fees will vary depending on the size of the artwork.



Mtec

10 Gentlemans Field, Westmill Road
Ware SG12 OEF
+44 (0) 1920 461 800

Purchased lots will be available for collection from Mtec once Phillips has received payment in full and cleared funds 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 any outstanding storage and insurance charges, release fees (when applicable), shipping fees, and any applicable import duties and taxes.

If you wish to collect in person from Phillips' Berkeley Square premises (BSQ), please refer to your invoice email for information on BSQ post-sale collection dates (if applicable) and which property may be collected in person at BSQ. If you wish to collect at BSQ outside of these dates, special arrangements must be made, which will incur transfer costs.

To arrange collection or shipment of your purchased lot(s), please contact **Post-Sale Services:**
postsaleeurope@phillips.com | +44 20 7318 4010

Please give at least two working days' notice of the date you or your authorised agents intend to collect, so that we can prepare the necessary paperwork.

For security and identification purposes, you (or your authorised 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 photo ID (e.g. passport or ID card)
- A signed authorisation 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 authorised representative to inspect the lot(s) before Mtec or Phillips' Gallery Registrar releases 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 and collected within the 30-day complimentary storage period will start to incur storage charges from Day 31 after the auction ("Storage Charge Start Date") **at a rate of £4 per day per lot.** Effective from this date, we will pass your details to Mtec who 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. Please contact them directly to discuss your needs (email: phillips@mtecfineart.com / phone: +44 (0) 1920 461 800).

PHILLIPS

PROPERTY SHIPPING/COLLECTION FORM

Please complete and return these instructions to: postsaleeurope@phillips.com

Client Name: _____

Account #: _____

Property Information *(reflected on your invoice)*

Sale number: _____

Sale Date: _____

Lot #(s): _____

Please indicate below whether you would like a shipping quote or whether you intend to collect personally or through a third-party representative.

Collection *Please choose one of the below two options*

I will pick up my property.

To be collected by (3rd party representative): _____

Preferred collection date: _____

I would like an estimate for the shipping of my property *Please complete the below destination information.*

Recipient: _____ Contact Name: _____

Address: _____

City: _____ State: _____ Postcode: _____ Country: _____

Phone number: _____ Secondary number: _____

Email address(es): _____

Social security number or Tax ID number for US Shipments: _____

I require an export invoice (less any applicable UK/VAT taxes), as the property will be shipped outside of the UK.

I would like installation of the lot(s) at the destination and removal of the packing materials after installation.

Insurance Coverage

Please send me an estimate to insure my property for the hammer price plus buyer's premium (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, your contact details will be forwarded to a fine art shipper in order to provide you with a quote.** These details will be kept strictly confidential by both Phillips and the third-party shipper.

Signature: _____

Date: _____