

Grading Submission Guide

1. Gather Your Supplies

Before preparing your grading submission, make sure you have the following items ready:

- Your completed submission form
- Clear soft (penny) sleeves
- Semi-rigid card holders
- Cardboard dividers
- Rubber bands
- A sturdy shipping box
- Bubble wrap
- Packing tape

We Recommend purchasing a **Grading Submission Packs**

To make the process easy, **Puck & Son TCG** offers **Grading Submission Packs**, designed specifically for card grading submissions.

Each pack includes **one of the following options**:

- **200pc Grading Holders + 2 packs (200pc total) Soft Sleeves**, or
- **200pc Grading Holders + 2 packs (200pc total) Tag Sleeves**

Perfect for grading submissions, our **Grading Holders** are purpose-made to stabilise your cards during transit, helping reduce rubbing, movement, and bumping damage.

Sized at **81 x 110mm**, they are ideal for **standard-size trading cards** and compatible with major grading services.

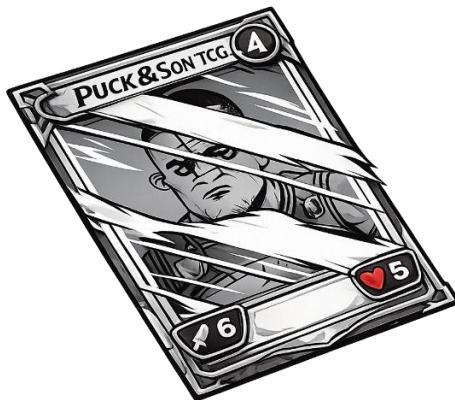


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2. Sleeve Each Card Individually

Insert each card into its own clear penny sleeve to protect the surface and edges before placing it into a grading holder.

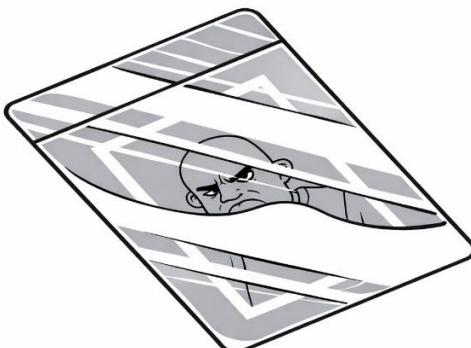
Note: For your own records, we strongly recommend taking clear photos of your cards before packing. This helps you remember exactly what was submitted and provides a reference in the unlikely event of transit or grading issues.



3. Insert Into a Grading Holder

Carefully place the penny-sleeved card into a *Grading Holder* (preferred). If a *Grading Holder* is not available, a top loader may be used.

Note: Thicker cards may be placed in either a *Grading Holder* or a top loader, provided the card fits comfortably and is not forced into the holder.



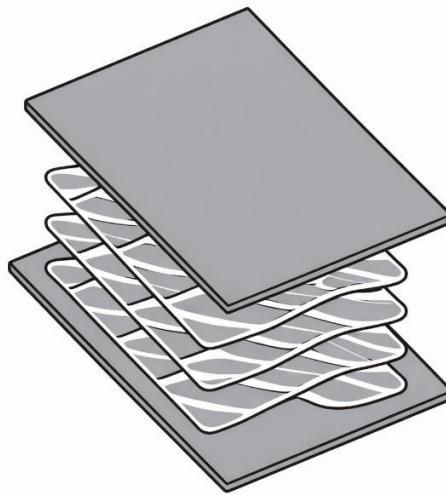
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4. Stack and Secure Your Cards

Stack your cards in the exact order shown on your order summary, with the first card on top and the last card on the bottom of the stack.

- Clearly write your Order Number on the cardboard.
- Place the full stack of cards between two pieces of sturdy cardboard, ensuring the Order Number is written on the outside.

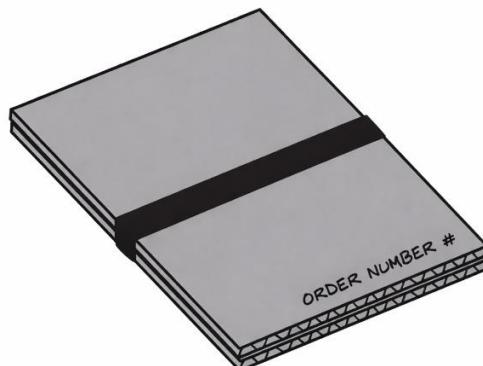
Note: DO NOT USE STICKY TAPE on the cards, holders, or cardboard.



5. Secure With a Rubber Band

Hold the cardboard sandwich together using a rubber band, ensuring it is firm but not overly tight.

Note: The rubber band should be tight enough to keep the two cardboard pieces secure and prevent the cards from shifting or falling out, but not so tight that it bends the cardboard or puts pressure on the cards.



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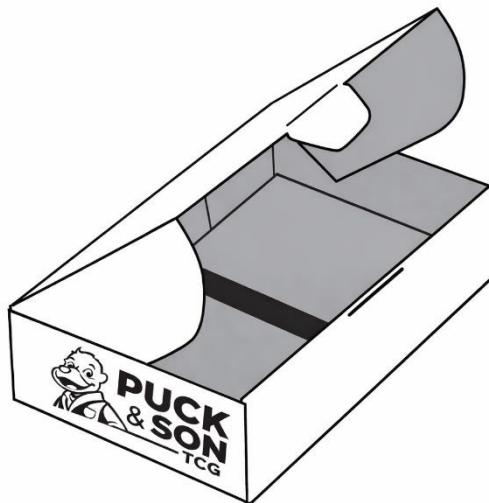
6. Package for Shipping

Wrap your cards securely using bubble wrap or another suitable protective packing material.

Place the protected cards into a sturdy shipping box, ensuring there is enough padding to prevent movement during transit.

Please include a printed copy of your order summary inside the box.

Note: A padded satchel or mailer may be used; however, we strongly recommend a box for maximum protection.



7. Arrange Postage & Insurance

Arrange postage and insurance through your preferred shipping provider for delivery to Puck & Son TCG.

Shipping Address:
Parcel Locker 10310 85117
180 Edward Street
Wagga Wagga NSW 2650

Once your package has been sent, please submit your tracking number (if available) to

submissions@puckandson.com.au

This allows us to monitor your parcel's progress and confirm receipt as soon as it arrives.