

Valuation consignment and declaration form

Michael Inkpen FGA Ltd

Date:	
-------	--

Customer Details (PLEASE PRINT CLEARLY)	
Job/reference	
Title	Mr/Mrs/Miss/Ms, etc
First name	
Last name	
Address	
Post code	
Phone	
Mobile	

Purpose of valuation (Please tick one)			
Insurance		Probate	
Family Division		Open Market	
If Probate we MUST HAVE:			
Name of Deceased			
Date of Death			

To make your valuation as accurate as possible we need to ask you some questions. Your answers will assist the valuer and help to remove pitfalls which might make your valuation void when you need it most.				
Please tick Yes or No box where appropriate			Yes	No
1	Have you had any item valued before? If yes, which items have been valued and when:			
2	Did we carry out previous valuation within last 6 years? If yes it may be that the fee could be reduced.			
3	If you have the old valuation document can we see a copy of it please?			
4	Do you intend to sell any item we are about to value? (if yes, you may need an Open Market valuation, not insurance)			
5	Are there any items you wish to have valued SHRV, ARV etc (the valuer will use his discretion) Please state which:			
6	Was any item purchased within the last three years? Please state which and where purchased:			
7	Was any item purchased from an internet website or TV shopping channel? We will need to see receipts. Please give all details:			
8	Was any item purchased second-hand? Please state which and give details:			
9	Was any item recently purchased at auction? (last three years) Please state which:			
10	If any item was recently purchased abroad please state which item/s and give place of origin: Do you have HM customs import documents?			
11	Do you have information or documents but do not wish to disclose them to the valuer? <i>Please note that failure to disclose pertinent information could result in the valuation becoming void.</i>			
We need to see copies of any purchase provenance you may have such as receipts, certificates, stone lab reports, customs import documents, watch guarantees etc. All these are important pieces of evidence which will help prove ownership in the event of a dispute.				

		Customers signature
Items left for valuation		
Items returned		

