



## Congratulations on your Schmitt Horan & Co. purchase!

We ask that you follow the steps below to take possession of your purchases.

### 1.) Pay your invoice:

Successful bidders are sent an invoice via e-mail. If you have not provided us with an e-mail an invoice will be sent by US Mail. Please note this may cause a brief delay in receiving your invoice. **Acceptable forms of payment include cash, bank wire, all major credit cards, Paypal payments to [absentee@roschmitt.com](mailto:absentee@roschmitt.com) or check or money order made out to:**

**Schmitt Horan & Co.**  
PO Box 162  
Windham NH, 03087

### 2.) Arrange for shipping:

Most watches, coins and jewelry can be shipped in-house. A shipping fee will be included on your invoice if your item can be shipped in-house. In-house shipping is done via Fed Ex Second Day Air unless otherwise requested or specified.

For clocks and all other items the list of shipping agents below has been provided for your convenience. You may work with any independent shipper you choose. Schmitt Horan assumes no responsibility for error or omission by any third-party agent.

#### For average size or smaller clocks and items:

##### Packing, Shipping, Crating...

##### The UPS Store: Managed by Micheal Withrow

35 Manchester Rd. #11-A Derry, NH. 03038.

(603) 434-9899

[Store4646@theupsstore.com](mailto:Store4646@theupsstore.com)

##### Pakmail: Managed by Joann Godin

55 Crystal Ave, Unit 7 Derry NH. 03038

(603) 434-1801

[Us222@pakmail.org](mailto:Us222@pakmail.org)

##### Parcel Room: Managed by Jeff Ballantyne

1465 Woodbury Ave, Portsmouth, NH 03801

(603) 431-4205

[info@Parcelroom.com](mailto:info@Parcelroom.com)

#### For larger clocks and items:

##### Blanket Wrapped Hand Delivery...

##### Scott Salzarulo

200 W. Housatonic # 20, Pittsfield, MA.

(413) 212-1252

[vintagetrucking@aol.com](mailto:vintagetrucking@aol.com)

##### Wendy Buckus

64 Hutchins Rd, Concord, NH 03301

(603) 491-5199

[nwtransport@aol.com](mailto:nwtransport@aol.com)

##### Scott Cousins

22 Nichols St. Merrimac, MA 01860

(978) 419-9353

[scottcousins22@aol.com](mailto:scottcousins22@aol.com)

##### Sure Express Worldwide

110 Industrial Way Portland ME, 04103

(800) 335-9996

[sureexpress@maine.rr.com](mailto:sureexpress@maine.rr.com)

3.) Fill out and submit authorized release form available on [www.schmitt-horan.com](http://www.schmitt-horan.com) or at [www.schmitt-horan.com/files/Authorized\\_Release\\_Form.pdf](http://www.schmitt-horan.com/files/Authorized_Release_Form.pdf). This form can be faxed, mailed or e-mailed to Schmitt Horan using the contact information provided on the release form.