

How to fill out a DWC submission form

* Mandatory information must be included to process the submission

(We will do the calculations for you)

- A*** Enter your name, address, city, state, zip code, phone number and email address.
If you previously submitted to DWC and your address has changed, check the box for New Address.
Remember your book will be shipped to this address so make sure it is written clearly.
Enter what form of payment you will be using. If paying by check, make check out to Desert Wind Comics. If paying by credit card, enter the credit card number, expiration date, and security CVV code. If you paid by Paypal, please enter the transaction number.
Enter your billing address only if different from your shipping address
- B*** Enter the comic title and comic issue. Enter the Quantity for the number of books of the same issue. Unfortunately, if the books are graded books, they will each need to go on a separate line since you need to record the certification number at the far right (P).
- C*** If you want Signature Series, enter the name(s) for the signatures you are requesting. We will try our best to get all the signatures you have requested but sometimes it is just not possible. If you want more than four, write "continued" on the next section (white area) and continue writing the names requested. Repeat and use as many sections as required. You will need to Circle Y in Column Sig Series (G)
- D*** If you want fast track (for modern, value or economy tiers), check the box. If you have 2 books fast track and 2 books not fast track, this will result in two CGC forms – therefore two form fees and two shipments. NOTE: CGC will require all books on an invoice to either have fast track or not have fast track. If you have two books, one with fast track and one without fast track, CGC will require two invoices be filled out. This means two form fees and two first book shipping charges.
- E*** If you are requesting pressing, check the type of pressing. To select Quick Press you must have a minimum of 15 books for the same tier on one invoice. If you fast track the grading, you have to fast track the pressing. NOTE: CGC will require all books on an invoice to either have pressing or not have pressing. If you have two books, one with pressing and one without pressing, CGC will require two invoices be filled out. This means two form fees and two first book shipping charges.
- F*** If you want a Specialty Label, check the box and list the label number (found on the CGC website). Add \$5 to the Column Add'l Fees (L). NOTE: CGC will require all books on an invoice either have labels or not have labels. If you have two books, one with a label requested and one without a label, CGC will require two invoices be filled out. This means two form fees and two first book shipping charges.
- G*** Circle Y if you want signatures on the book (Yellow Label, Signature Series). Circle N if you just want the books graded (Blue Label, Universal)
- H** Enter the name of the variant or pedigree (i.e. Suscha News) if there is one.
- I*** Raw (R) is a book you want signed but not graded. It will be returned to you with a COA.
Modern (M) tier is any book published 1975 and after and less than \$200 in value
Value (V) tier is any age book less than \$200 in value
Economy (EC) tier is any age book less than \$400 in value
Standard (ST) tier is any age book less than \$1000 in value
Express (EX) tier is any age book less than \$3000 in value
Walk Thru (WT) is any age book sufficiently higher than \$3000 in value. The value for WT starts at \$5000. If your book is worth \$4000, you would choose WT and value it at \$5000 since you will be charged the rate for \$5000 anyway.
If you don't select a tier or declare a value, there will be a \$5 research fee per book.
Sketch (SK) is for sketches not to be graded.
Print (PR) is for signed prints.

Magazines

Magazines are larger than golden age comic books. An example would be Epic or Captain Britain. Add a MG to the front of the tier.

Examples: Captain Britain - MG EC (Magazine Economy)

Superman: Year One – MG M (Magazine Modern)

Legends

If your book is being signed by at least one Legend's creator, you would put an "L" in front of the tier.

Example: A modern tier book being signed by John Romita Sr – L M (Legends Modern)

Express tier book being signed by Sal Buscema – L EX (Legends Express)

NOTE: CGC will request that books with different tiers go on separate invoices. If you have two books, one is a modern tier and one is a standard tier, CGC will require two invoices be filled out. This means two form fees and two first book shipping charges.

J The base fee is the amount published on our website for our fee and the tier grading fee.

Example: a regular show modern book is \$42. A legend's modern book is \$52.

All the base fees are listing on the Pricing page of the website desertwindcomics.com or celestial-comics.com.

K Enter \$10 if you checked Fast Track.

L Additional Fees are our fees for additional signatures and any other fees, like Specialty Label fee (\$5), Placement fee (\$3), and/or De-Slab fee(\$5).

The first signature is included in the base fee. The second, third, fourth, etc. signatures are \$10 each.

However, Legend additional signatures are \$20 each.

Examples: You have asked for Dan Slott, Donny Cates, and Ryan Stegman. The additional fee would be \$0 (for the first signature) + \$10 (for the second signature) + \$10 for the third signature = \$20

You have asked for John Romita Jr and John Romita Sr. The additional fee would be \$0 (for the first signature and providing John Jr is at a show) + \$20 (for the Legends second signature) = \$20

M Sign Fees are the total fees of the creators/artists you have requested in Section (C). A list of the known charges are on the Pricing page of the website desertwindcomics.com or celestial-comics.com.

We do not know the fees of everyone at the conventions, especially celebrities. You can check the convention web sites. If a fee is not known, leave it off and we will bill you for the charge. We only charge you what we are charged.

N If you selected pressing, add the pressing charge in the column labeled Press. Remember the tier determines the cost of the pressing. These fees are also listed on the Pricing page of the website desertwindcomics.com or celestial-comics.com. They are also listed on the CGC website at <https://www.cgccomics.com/submit/services-fees/ccs/>

O Total the fees and charges for this line and enter this total in the column Total. This is the line total that you will add up for the Sub-Total (R).

P If the comic book has been previously graded, enter the 10 digit certification number here. It is found underneath the bar code on the front of the label. There is a \$5 De-Slab fee you will enter in Column Add'l Fees (L). On the next line enter the grade.

Q Enter the declared value of the comic book. This is the fair market value. This value is used for insurance proposes and to determine if you selected the right grading tier.

Repeat for each comic book you are submittin

If you have more than 6 comics, use additional submission forms.

R Total the separate line charges here.

S* Select your shipping in the box to the left of the total box and enter the amount calculated on the line labeled Shipping. If you don't select a shipping method, we will ship back Fed Ex insured.

T The form fee is listed for you.

U Total the line charges (O) for each book, shipping and form fee.

V Enter 3.5% of the total to cover the processing fee. If paying by check, enter ZERO.

W Enter the total from the sub-total, shipping, form fee, and processing fee (if using credit card or Paypal).

X* Please read the Exclusion of Warranties /Limitation of Remedies section. After reading, please sign the submission form acknowledging you have read and agreed to the terms on the webpage and the terms on the submission form.

Y* Please print your name clearly.

Z* Please date your form.