

BAC Grading Online Submissions



1. Access the BAC Grading Submission Portal:

- Go to BACgrading.com and click on **"SUBMIT"** from the menu at the top of the page, click on **"Sign In"** and enter the information below.
- Username: Upon approval in the BAC Stacker Club, your Username was sent to you via email from BAC Grading. If you do not remember your Username, please reach out to us by email at info@bacgrading.com or call us at (520) 635-5640.
- Password: Upon joining the BAC Stacker Club, you received an email to create your password. If you do not have your password, please click on "Forgot Password" and an email will generate with instructions to change your password.
- Click on "Log In"

2. Begin Entering Your Submission:

- Click on "New Submission" (on right over coin picture):
- Enter your bullion information (up to 50 items per form):

Note: If you have identical pieces of bullion, they can be added on one line.

1. Description
 2. Metal (gold, silver, copper, etc.)
 3. Shape
 4. Qty (quantity)
 5. Holder Size
 6. Declared Value
 7. Special Instructions
- Select **"+ Add"** to enter another line item or **"Next"** to complete your order
 - Once you have entered **"Next"**, verify or change your shipping address
 - Indicate your Return Shipping Preferences (we will add shipping to your invoice if you do not have a shipping service on file).

- Indicate if you'd like expedited processing (25% charge)
- Click on "NEXT"

5. Review your Submission Information (to change information, click on "Previous" in lower right)

6. Check the box (bottom left) to indicate you have read and understand the Terms & Conditions and then click "NEXT"

7. Thank you for your submission!

- You will receive an email with your Submission Number and Instructions to mail your bullion to BAC Grading*.
- Package your bullion securely, using bubble wrap or other wrapping material and send your **insured** package (***along with your Submission Number or a copy of your email confirmation**) to:

BAC Grading
Attn: M. Greenwood
1377 E. Florence Blvd., Suite 151-77
Casa Grande, AZ 85122

Important Notes:

- You can track your submission status and grading results 24/7 in the BAC Grading Submission Portal.
- To update your tracking information, click on the Order in the BAC Grading Submission Portal and click on "Update Your Shipping Info":
- The current turn-around time is 45 business days