Dear

As per our conversation on , I will be sending you the -karat, gold to be exchanged. The has a total weight of carats, with an \_ color and a clarity. The cost

of the is $ .

A ten-day hold in the amount of $ will be placed on your credit card pending your approval of the merchandise. Should you decide to keep the merchandise, you will then send us your

original purchase with your receipt and appraisal, as an exchange.

Please sign this letter of authorization and email it back to me at \_\_\_\_. Upon receipt of your signature, I will place the hold on your credit card and arrange to have the merchandise sent to you.

For our records, please confirm that we have the correct spelling of your first and last name and address and if not, please make the necessary changes.

Should you have any further inquiries, please contact me at

Thank You.

Customers’ Signature Credit Card Number/ Exp. Date.

Sincerely,