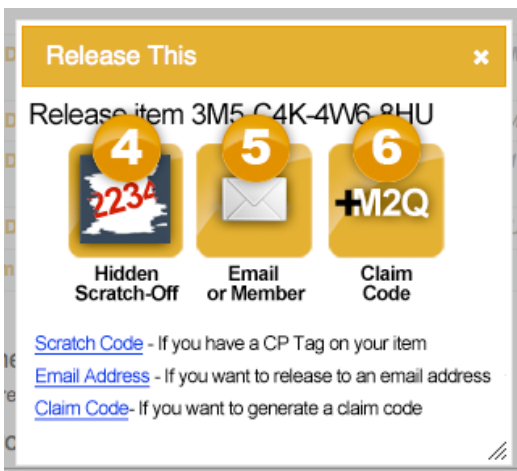


How to release an Item

Start by logging into your Collectors Proof account. You can login by going to www.collectorsproof.com and clicking the Login box in the top navigation. If you are a Facebook user and your account is linked, you will automatically be logged in.



The screenshot shows the Collectors Proof website interface. At the top, there is a search bar labeled "Search for stuff" with a magnifying glass icon, marked with a red box and "1a". Below the search bar is a user profile for "Kevin Dawidowicz" with a star icon. The profile menu includes "Settings", "My Friends", "My Posts", "Messages", and "More Options". A red box highlights the "My Collection" link, marked with "1b". To the right, a smartphone displays a QR code, marked with "1c". Below the profile is a section for "ID: FT5-Y76-Q95-40J" marked with "2", featuring an image of a blue and red Buffalo Bills hat. The item description reads "Official Buffalo Bills Hat" and lists features: "Buffalo Bills hat. * Quality embroidery", "* Six panels with eyelets", "* Structured fit", "* Adjustable hook and loop fastener strap", "* Imported", "* 100% Cotton", and "* Officially licensed NFL product". Below the image are links for "Add a Description Field", "Manage Images", and "Release This", with "Release This" highlighted by a red box and marked with "3".



The screenshot shows the "Release This" dialog box. At the top, it says "Release This" with a close button. Below, it says "Release item 3M5-C4K-4W6-8HU". There are three options, each with a numbered icon (4, 5, 6) and a corresponding image: "4 Hidden Scratch-Off" with a scratch-off tag showing "2234", "5 Email or Member" with an envelope icon, and "6 Claim Code" with a tag showing "+M2Q". Below the options are three links: "Scratch Code - If you have a CP Tag on your item", "Email Address - If you want to release to an email address", and "Claim Code - If you want to generate a claim code".

What you'll learn by reading this document

How to release an item from your Collectors Proof account.

Why would I Release an Item?

You Release Items when you want to sell, trade, give away, or transfer ownership to someone else.

Find your item

Every Item you own can be released. The method you choose will depend on how you intend to transfer the Item. You can release your Item from both the Desktop and Mobile version of the website.

1. Select the Item you want to Release. You can get to any Item page by:
 - 1a. *Search* - You can find any Item by typing in the ID or by using search terms.
 - 1b. *My Collection* - You can find Items in your collection by clicking My Collection on the Home page.
 - 1c. *QR Code* - You can immediately get to an Item page via your Mobile device by scanning the QR Code.

Release your item

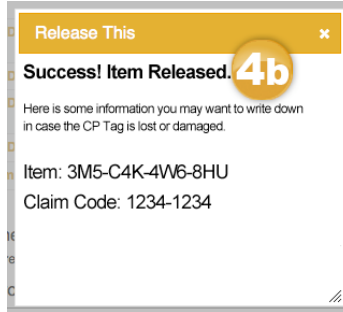
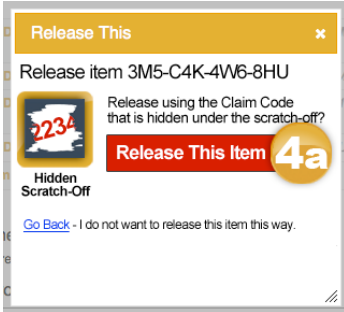
2. Confirm the ID to be sure it is the correct Item.
3. Click Release This.

Release Options

You have 3 options for releasing an item

4. *Hidden Scratch-Off* - If you have a CP Tag on your Item with the scratch-off element intact. This is ideal for an Item that will be transferred at Retail or Auction.
5. *Email or Member* - If you want to release directly to an email address or an existing Member's Username.
6. *Claim Code* - If you want to generate a new random Claim Code, or for advanced users, a previous Claim Code.

The next steps are based on which option you have selected.

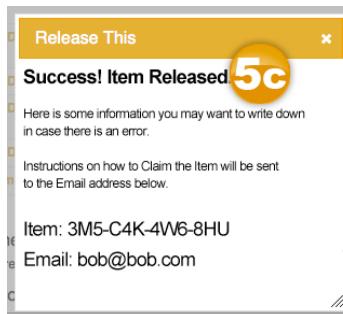
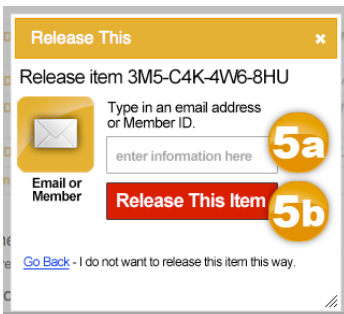


4. Hidden Scratch-Off

After selecting Hidden Scratch-Off, you are asked to confirm the Release of the Item.

- 4a. Click Release This Item to confirm the release.
- 4b. Success page after you have released your item.

Note: the Claim Code shown is the same as the one hidden under the scratch-off. This is given to the Owner for customer support reasons. The Claim Code will also be visible on the Item page to the current Owner only, until the Item is Claimed.

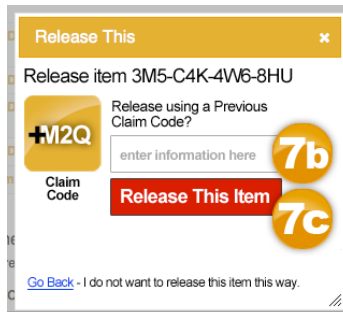
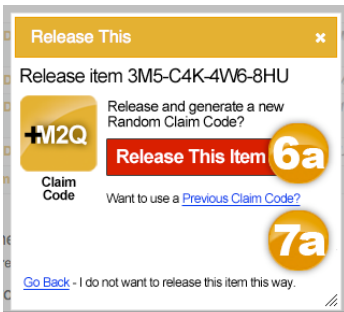


5. Email or Member

After selecting Email or Member, you are asked to enter contact information and confirm your release.

- 5a. Type in the Email address or Username of the person you want to Release the Item to.
- 5b. Click Release This Item.
- 5c. Success page after you have released your Item.

Note: Instructions on how to Claim the Item will be sent to the Email address or Username you have entered.



6. Claim Code

After selecting Claim Code, you are asked to confirm release of the Item. However, for advanced users, you have the option of using a Previous Claim Code.

- 6a. Click Release This Item.
- 7a. Optional for advanced users – Click Previous Claim Code.
- 7b. Enter a previously used Claim Code. Ideal for an Item that has a Claim Code that is permanently affixed to the Item.
- 7c. Click Release This Item.
8. Success page after you have released your Item.

Note: Random Claim Codes need to be manually recorded and given to the new Owner via Email, CP Message System, or hand-written.

