

We introduce our new E-Circuits, specifically for members whose address is not in the 50 United States or Puerto Rico. The following will give you some details on how this new circuit will work. Feel free to contact the APS Sales Division with any questions you might have.

First, we need the categories you are interested in viewing. We can accommodate a range, e.g., Germany pre-1945, Austrian Back of the Book, etc, but not specific stamps.

We will also need to receive the credit card number you want to use to pay for purchases. Please do NOT send the number via email. You may fax the card number to 814-933-6128, use regular mail or over the phone. We will keep the number on file in a secure place and charge the amounts for the items we send you.

This write-up should give you some idea about how this will work:

1. The member must initially email [circuits@stamps.org](mailto:circuits@stamps.org) with his/her request for this service. The member's name, APS#, mailing address, want list (view the Sales Division categories at [http://www.stamps.org/Services/ser\\_CircuitRequest.htm](http://www.stamps.org/Services/ser_CircuitRequest.htm)) and email address should be included in the body of the email. After the initial request, you will randomly be notified about the next available circuit.
2. **Please do not send your Visa or MasterCard number via email.** You will be asked to send your credit card number with a hard copy of your email to the Sales Division or you may write it on a copy of the email and fax it to us at 814-933-6128.
3. We will select sales books matching the buyer's interest areas, process the circuit to generate the record and paperwork and photograph the pages.
4. The images are placed on a page in our website and an email is sent to the buyer, giving the details on the procedures and the web address for viewing the images. The images will be available for seven days after we send the link.
5. The buyer sends us an email providing us with the picture numbers and space numbers of the items he/she would like to buy.
6. We remove the items from the books and place them in a stock card for mailing in a regular envelope to the buyer.
7. The purchase is charged to the buyer's credit card, which we would already have on file.
8. Since the removed stamps are sent on approval, the buyer has two weeks to get back to us by email with their final purchase decision.
9. If any items are returned, the refund will be made through the credit card.
10. The buyer will be charged \$5.00 additional for the insurance fund fee, postage and handling (including the imaging process), only when items are bought and sent to the buyer. If buying less than \$20, the buyer may ask for the posting of another circuit to add purchases and the fees will be charged only once for the mailing of the two purchases.
11. We will send the letters/items by regular airmail. The buyer may select special USPS services, such as registered mail or insured mail, and the costs will be added to the charges.

We ask that you make any suggestions that you think might help the process. We will initially photograph the report sheet, because the ability to pay online is not available yet, although it is in the package for our system re-write. The images at our site will be enlarged and in thumbnails. Also, please know that you may email us with any questions about particular items, for instance, is an item in space #XXX never hinged or thinned. We can check the item and let you know. The books you see online will not be available to anyone else in the Society while they are in your circuit, since the circuit is stored in a holding area.

After seven days, the pictures are taken down, if no response comes our way. If you order any items, the images will be online until you have received the items and have notified us that you are keeping them. We ask that you notify us when your email-address changes. If you will not be available to view these circuits for a period of time, let us know and we will resume after the date you have given us.

Sincerely,

Sales Division E-Circuits

[circuits@stamps.org](mailto:circuits@stamps.org)

(814) 933-3803 Fax (814) 933-6128