



INTERNATIONAL GEMOLOGICAL INSTITUTE

ANTWERP – BELGIUM

Schupstraat 1/7 –2018 Antwerp
Tel. 32-3-401.08.88
Fax.32-3-232.07.58
info@igiworldwide.com

SCIENTIFIC LABORATORY FOR THE IDENTIFICATION AND GRADING
OF DIAMONDS AND COLORED STONES
EDUCATIONAL PROGRAMS

LABORATORIES

NEW YORK	MUMBAI
LOS ANGELES	BANGKOK
TOKYO	TORONTO
HONG KONG	DUBAI

HOW TO SEND DIAMONDS/JEWELRY

1. Prior to sending us your diamonds please send us a Pro – Forma invoice by fax (see example)
2. A copy of the Pro-Forma invoice must accompany the shipment
3. Precious goods/ valuables/ gemstones & jewelry are mostly send by specialised transport companies (Brinks, Malca Amit, FedEx or other).
When using specialised transport companies, please make sure you follow their exact procedures.
4. You must specify who is insuring your shipment. If not specified, we shall consider the shipment as insured for the entire round trip.

We hope to hear from you in the future.

Sincerely Yours,

The I.G.I. Team

Pro Forma invoice			
From : Company name: Contact person : Address: Telephone number : Fax number : Your VAT number : Insurance company:		To : International Gemological Institute Schupstraat 1-7 2018 Antwerp Belgium	
Description de l'envoi			
Description	Valeur / Unit	Total weight	Estimated Value
1 round brilliant	\$ ct	\$
4 pear shape	\$ ct	\$
5 stones	\$ ct	\$
Signature :			