

WHAT YOU NEED TO DO

TERMS AND CONDITIONS

Your Own Image on a Stamp

1. Fill out the order form available at the Personalized Stamp shop counter.
2. You may choose to purchase either a sheet of 20 U.S. domestic rate stamps (see illustration A) or a sheet of 10 International rate stamps (see illustration B).
3. Pay the cashier and receive a receipt order number.

When in the booth, advise the operator of your receipt number.
4. Smile as your photo is being taken.
5. The process is very quick, depending on the number of customers in the shop at any one time. You may wait for your sheet or you can collect it later at the Personalized Stamp shop. As an alternative, you can have your stamp sheet mailed to a single address for a \$3.00 shipping and handling charge.
6. A special student sheet (see illustration C) featuring 10 stamps with a postmark cancellation is available at a reduced price for students with a valid ID. Please note that the student sheet cannot be used for postage.

These are the terms and conditions that you agree to be bound by, so please read them carefully before submitting your order.

1. A person cannot reproduce or authorize the reproduction of the UN Personalized Stamp image without prior written approval of the United Nations.
2. You may use the UNPA Personalized Stamps either to pay postage on a postal article posted in United Nations Headquarters in New York or as a collectible. Each Personalized Stamp may be used to pay postage on one occasion only, and will be marked to denote cancellation.
3. Variations in colour, image quality and position may occur in the finished product.
4. Stamp designs are subject to change without notice. Prices may vary at any time at the discretion of UNPA.
5. The UN reserves the right to reject photo images that seem to be defamatory, offensive, obscene or indecent.
6. Personalized Stamps used for postage may be obscured by a postmark.
7. If you have a complaint concerning the finished UNPA Personalized Stamps, you should phone 1-800-234-UNPA. Refunds will only be granted (a) where the stamps are faulty, damaged or rendered unsuitable to be used as postage, (b) where evidence is provided that damage occurred before delivery to you, and (c) where a claim is made within 30 days of the date of delivery.
8. UNPA will keep your specifications and photograph on file for 18 months from receipt of your order in case you wish to reorder UNPA Personalized Stamps using the same image.

DIRECTIONS

The United Nations Headquarters in New York is located on First Avenue between 42nd Street and 48th Street.

The Visitors' Entrance is located on First Avenue at 46th Street. As the United Nations does not offer parking facilities, it is suggested that public transportation be used.

Subway: Number 4, 5, 6 or 7 trains to Grand Central Station; walk on 42nd Street to First Avenue.
Buses: M15, M27, M42 or M104.

Please contact us at 1-800-234-UNPA if you have any questions.
www.un.org/Depts/UNPA



United Nations Personalized Stamps

