

Estate Executor Collection Audit Checklist

A first-30-days walkthrough for executors, heirs, and trustees.

- | | |
|---|--|
| 1. Inventory & photograph contents: | List every card, box, binder, and piece of memorabilia; date-stamp each photo with the collection ID. |
| 2. Secure storage & insurance: | Move the collection to a locked, climate-stable space and bind coverage before the next business week. |
| 3. Document provenance: | Pull receipts, correspondence, family notes, and any prior submission paperwork before any third party sees the cards. |
| 4. Flag grading vs. raw-sale candidates: | Separate the obvious PSA/BGS candidates from cards that beat the raw market; do not submit first, decide together. |
| 5. Check for restricted / short-printed items: | Identify SPs, parallels, autos, 1/1s, and any manufacturer-restricted print runs before listing anything. |
| 6. Compile comparable sales references: | Gather five or more recent raw and graded comps per headline card so pricing is data, never guesswork. |
| 7. Confirm chain-of-custody: | Log every handoff; do not transfer cards to any auction house without a signed agreement and insurance rider. |