



Plymouth & West Devon

Nearly New Sale

Saturday 17th March 2012

Derriford Health & Leisure Centre, Plymouth

Instructions for Sellers

Please read these instructions carefully as they have been updated.

Sale Checklist

- 1 HAVE YOU READ THE 'INSTRUCTIONS FOR SELLERS' IN FULL?
- 2 DO YOU KNOW YOUR SELLER NUMBER?
- 3 DO YOU KNOW WHAT YOU CAN AND CANNOT SELL?
- 4 HAVE YOU WASHED AND IRONED YOUR CLOTHES ?
- 5 HAVE YOU PUT YOUR CLOTHES ONTO HANGERS ?
- 6 ARE YOUR LABELS CLEAR ?
- 7 ARE YOUR LABELS FASTENED WITH SAFETY PINS TO CLOTHES AND SECURELY WITH MASKING TAPE ON ALL OTHER ITEMS ?
- 8 HAVE YOU PROVIDED A BOX WITH YOUR SELLER NUMBER ATTACHED ?
- 9 DO YOU KNOW WHERE TO TAKE THINGS AND WHEN ?
- 10 HAVE YOU MADE ARRANGEMENTS FOR COLLECTION OF ANY UNSOLD ITEMS ?

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Unsure about anything? Contact us at plymouthnns@yahoo.co.uk

www.nct.org.uk/plymouth

Plymouth & West Devon Nearly New Sale: Seller Guidelines Autumn 2011



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What is in my Seller Pack?

These instructions, a Disclaimer form, a page explaining the regulations covering the sale of prams and pushchairs, your official labels, a SAE for your seller cheque to be sent to you, some safety pins, four box numbers and a poster for you to display somewhere for us (please!) ☺

What can I sell?

Just about anything relating to babies, toddlers and young children up to the age of 8, including clothing, maternity wear, toys, books and equipment, but remember our buyers are looking for **QUALITY** goods and the sale of certain items is prohibited. Due to the large volume of clothes we receive in the 0–12 month category, we now ask sellers **NOT** to send in more than 30 items in the 0–12 month size range. We also do not accept cuddly toys.

What quality is required?

NCT sales have a reputation of selling high quality items and therefore we get a high volume of buyers who are prepared to pay reasonable prices. Our sale is not a jumble sale. In order to maintain this reputation, all items will be checked before the sale and items that are not considered 'nearly new' or do not adhere to our terms and conditions (e.g. safety) will not be entered into the sale and will be returned to the seller at the end of the sale with a 'reject' sticker.

How will I get paid?

The NCT will deduct 35% from the sales of items. Remaining money will be sent to you as a cheque. This will be posted to you within 28 working days of the sale. We regret that cheques will not be written if your share of the goods sold is less than £1.00. You will also receive your £5.50 deposit with your money from your sold items.

How can I join the NCT?

We welcome members and non-members to all our events. Members will be allowed to enter the sale half an hour early at 10am with a membership card. Members will be allowed to enter; any non-members with you in the queue will have to wait until 10.30am with non-members. If you would like more information about joining us, your local NCT branch and our activities, please email: nctplymouthandwestdevon@yahoo.co.uk or visit our branch website www.nct.org.uk/plymouth

How can I help?

Our sales cannot be successful without volunteers. We start setting up on the Friday evening from 5pm and again on the Saturday from 9am and do not finish until late in the afternoon, so any offers of help will be greatly appreciated. We are particularly keen to find more volunteers who can help out on the Saturday. If interested, please contact us to register prior to the event at plymouthnns@yahoo.co.uk



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How should I prepare and price my goods?

- **PLEASE PUT ALL CLOTHES AND SLEEPING BAGS ON HANGERS.**
- If you are short of hangers we can offer you a bag of mixed. Please contact Gayle Roberts on 07849 337016. Hangers must be collected from Gayle's' home address.
- Price all items to the **nearest 50p** (i.e. 50p, £1.00, £1.50 and so on). Items not priced accordingly will be withdrawn from sale.
- As a general rule, items sell at up to one third of the original price.
- For items with multiple pieces, carefully stitch or fix the pieces together. Do not put them in bags as these may be opened and the items separated.
- Groups of bibs, vests and bodysuits sell better than individual items.
- Attaching a photo of cots, play pens or fireguards fully erected would be helpful and could help the item to sell.

How do I use the price labels?

- The labels are two parts. Please attach the top one to the item but leave the bottom one free from the item. The two tickets must stay attached to each other so that we can sell the item. We will take the bottom part off at the till and return it to you with your cheque as proof of sale.
- Please use the official labels, filling them in clearly with the correct size of each garment and a description of the item (1 or 2 words). As shown below

The diagram shows a green price label with two sections. The top section has fields for No., Style, Size, and Price. The bottom section has fields for No., Style, Size, and Price. A large black arrow points from the bottom section to the top section, indicating that the bottom section is to be repeated on the top section. To the right of the label, there are four boxes with instructions: 'Put your seller number here' (pointing to No.), 'Put 1 or 2 word description here' (pointing to Style), 'Put size here' (pointing to Size), and 'Put price here to the nearest 50 pence' (pointing to Price). A fifth box with the instruction 'Please repeat the above on this ticket' has a large black arrow pointing to the bottom section of the label.



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- Labels that have been written over (e.g. amended price) will not be accepted (to avoid buyers altering the price at the sale).
- When attaching the labels to garments, only use a **SAFETY PIN** as we have found that other methods are not always secure. Do not attach the label to the size label/shop label as this can lead to people thinking there is not a price label and taking it out of the sale.
- When attaching labels to hard items such as toys, use removable sticky tape and place where it can be seen but causes no damage to the item– please take care when sticking on books. Please do not attach the whole label to the item as we need to be able to detach the bottom part of the label at the till.
- Do not use the label to cover up any damage on items.
- Please sort your goods by age and pack in cardboard or plastic boxes labelled with your A4 coloured paper seller number (please do not use carrier bags/ bin liners) If you have more than one seller pack, please label each box with only one seller number. There is no guarantee that cardboard boxes or plastic boxes will be returned to you but we try our hardest to do so. You will need to take home all boxes given to you on the Saturday including empty ones.
- Unlabelled items (or where the label has become detached) cannot be sold and will be withdrawn. They will be put on the lost property table for identification to view at collection after the sale. This is why it is important for the label to be in a place easily visible.
- Please choose your items carefully, if you require more labels you will need to buy another seller pack.

Where do I drop off and collect my goods?

Please bring the following to the Derriford Health & Leisure Centre between 7.00pm & 8.00pm on the Friday evening prior to the sale.

- Your goods, labelled and packed as described above.
- Your completed disclaimer form

All unsold goods must be collected after the sale between 2.30pm and 3.00pm. Whilst it is okay for someone else to collect your goods for you please make sure they know exactly what they are expected to collect and bear in mind that they are unlikely to be able to recognise your items on the lost property table. Please enter through the back door where you dropped off your items and give your seller number and colour to the person by the white board, check the lost property table and your box will be brought to you. Please take all empty boxes with you.



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IMPORTANT NOTES AND REGULATIONS

1. We will take every precaution to look after your goods, however all items are left at owner's risk and we cannot accept responsibility for any items that have been lost or stolen during the sale. The branch accepts no responsibility for lost goods and no compensatory payment will be made.
2. Please remember that this is a **Nearly New Sale**, please **DO NOT** send in items that are badly worn, damaged or faulty. If we find any they will be withdrawn from the sale. Please test battery operated toys and only send in if in good working order, indicating this on your item's label.
3. We accept prams and pushchairs for sale as long as they are in accordance with the regulations stated in this pack. Price these realistically, as items over £100 rarely sell.
4. **WARNING** Please **do not** enter any of the following items in to the sale as we cannot accept them:
 - Car seats or car booster seats or car seats from travel systems, although you may offer the car seat of a travel system to its buyer for private sale at a later date, you may add a note to your selling item.
 - Second hand mattresses from cots, cribs or Moses baskets, although you can sell travel cots with mattresses
 - Breast pumps manual, battery or mains (other than brand new unopened manual pumps)
 - Riding hats or crash helmets
 - Mains powered electrical equipment or toys, even if these also run on batteries
 - Plastic bottles, baby food and formula milk.
 - Children's clothing with hood cords
 - "Bag-type" slings
 - Cuddly/ soft toys

REGULATIONS COVERING THE SALE OF SECONDHAND WHEELED CHILD CONVEYANCES

- These regulations cover buggies, pushchairs and prams BUT NOT toys, baby walkers, and transporters for carrycots. Wheeled child conveyances must conform to British Standard 7409 (or an equivalent European standard) and must be permanently marked BS7409:1996, together with the name or trademark of the manufacturer or importer.
- **A permanent notice on the vehicle must state:** "Children should be harnessed in at all times and should never be left unattended. The child should be clear of all moving parts while making adjustments. This vehicle requires regular maintenance by the user. Overloading, incorrect folding, and the use of non-approved accessories may damage or break this vehicle. Read the instructions."



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- Instructions in English must be supplied with each vehicle. These are to be headed: **IMPORTANT, KEEP FOR FUTURE REFERENCE** and must include instructions relating to operation, assembly, use, and maintenance. If the original instructions are lost, replacements may be downloaded from the internet.

High chairs and other upholstered items

- All second-hand upholstered furniture, including items such as prams and high chairs, made after 1950 must meet the same safety regulations as new upholstered furniture. When new upholstered furniture is supplied it should generally have a permanent label on each item. This label is headed 'Carelessness Causes Fire' and includes a summary of the measures taken to ensure compliance with the Regulations. The label may be under the cushions or seat, or perhaps under the base.

Nightwear

- They must carry a permanent label showing whether or not they meet the flammability standard.

Other Nightwear (maternity nightshirts etc.)

- Adults' nightwear must be labelled so as to inform the purchaser whether or not the item meets the flammability requirements of BS 5722.

Carrycot stands

- Carrycot stands must be labelled with the maximum length and width of carrycot it is designed to hold. They must not have castors or wheels. The bottom of the carrycot must not be more than 432mm above the floor and the base must be at least as wide and three quarters as long as a the carry cot. There must be a guard rail or rigid stops at least 75mm above the base of the carrycot.

***Thank you for taking the time to read
through these important instructions.***