

NCT Godalming & District Branch Nearly New Sale
11.00-1.00 Broadwater School
Seller's Terms & Conditions – please read carefully

PLEASE NOTE – this is the first time at our new venue and therefore things will be different! Please bear with us. Your supervisor will guide you on the day.

PLEASE NOTE – amendments to labelling items. PLEASE READ CAREFULLY

By registering, you are agreeing to abide by the Terms & Conditions as written below and any amendments attached.

Contacts for any registration queries	0844 243 6139 online: sale@godalmingnct.org.uk
Registration Pack	Your pack should contain: a) Details of your allocated seller's number b) Your requested number of double perforated card tickets in a specific colour
Fees	Your fee will be subtracted from the amount you sell when you receive your cheque. 50 labels = £3.25, 75 labels = £4.75, 100 labels = £6.25 If you need more labels than originally requested, please call the registration number 0844 243 6139. If you have requested more labels than you can use, you need to return them by October 7th otherwise you will be charged for them. We can only make refunds for complete amounts (e.g. 100 tickets requested, 50 returned). If you have leftover labels, please donate them back to the branch in the boxes during sign-in on sale day.

Preparing your items for sale

What can I sell?	√	X
	<p>Clothes – Seasonal babies and children's up to the age of 11 yrs. School-wear, swim-wear, night-wear & fleeces all year round. Toys, videos, books. Equipment e.g. stair-gates, cots/cribs/Moses baskets, high chairs, baths, baby slings (see also the not allowed column), mobiles, travel cot mattresses; bike seats; electrical equipment that does not require a plug. Rucksack and Baby Bjorn style slings, booster seats. Shoes – we now sell all types of shoes; trainers and day shoes included.</p>	<p>Clothes – that are out of season (i.e. obviously summer clothes at an Autumn sale), those with drawstrings at the neck. Toys – hand knitted Equipment – prams, pushchairs, buggies, car seats with straps, feeding bottles, dummies/soothers, breast pumps, soft mattresses (including crib/Moses basket ones), riding or bike helmets and any mains powered electrical goods. We are now not allowed to sell 'bag style' slings, including the following brands: Infantino sling rider, Premaxx baby bag, Munchkin cargo sling, Boppy carry in comfort, Lamaze close comfort, Wendy Bellissimo sling.</p>
Quality of goods	<p>Any garments/items that are out of season, stained, torn, or missing buttons/hooks or generally "worn out" will not be put out for sale. These clothes will be rejected and returned to sellers at the end of the sale. Please thoroughly inspect the goods you put out for sale with great care and do not include anything you would not buy yourself. Toys should be complete with all accessories, jigsaws must be complete and books untornd. Check that videos and DVDs work prior to the sale. Please note that soft toys are incredibly difficult to sell, so need to be of outstanding quality. Batteries must be included where appropriate. If possible, only place complete outfits, outerwear and dresses on hangers. Please note that</p>	

	sellers who enter sub-standard goods into the sale may not be permitted to sell at future sales – poor quality detracts from the reputation of our sale.
Safety Warning	Please do not put any unfit item into the sale – e.g. high chair without a strap or harness or baby chair with frayed or split fabric
Notice board for selling large items, e.g. buggies, cots etc.	We do have a Notice Board in the equipment room for registered sellers where photos/for sale notices can be put up free of charge. Please take a notice to the equipment room on the morning of the sale.
How do I price my items?	<p>Please restrict your prices to multiples of 50p. e.g. 50p, £1.50, £2.00. No item should be less than 50p, but cheaper items can be pinned together, e.g. two books for 50p. Please note that items not priced in multiples of 50p will be rounded down to the nearest 50p and the difference treated as a donation to the branch.</p> <p>As a general guide, clothes sell for 15-25% of their original price depending on condition, and toys for up to 50% of original price. Equipment usually sells for about 40-50% of new price. To get a guide to prices, we would advise looking at Argos for an idea of the new price, and at eBay for the resale price. If you simply want the items to sell, we would advise pricing them at the lower end of the scale.</p>
Labelling my items	<p>We are only able to accept items with the perforated labels that we have supplied. By using colour-coded cards, clearing up is much easier for the volunteers. DO NOT use any different coloured labels you may have left over from previous sales. Anything labelled with incorrect labels (previous sale ones) will be treated as a donation to the branch.</p> <p>In the age group 0-12 months we ask that you only enter a maximum of 20 per seller number very high quality items due to high volumes in this category.</p> <p>Attaching labels to garments</p> <p>Each two-part label is ONE ticket – please do not tear your tickets in half – each item brought to the sale MUST have a two-part ticket attached or it will be rejected. The top portion of each ticket should be the part attached to each item. Fill in both portions of the tickets with IDENTICAL information:</p> <ul style="list-style-type: none"> No – your seller’s number – see enclosed documentation Style – brief item description Size – size in years/months (not cm) Price – price to be charged (multiples of 50p, minimum price 50p) <p>For security reasons, please do not make any alteration to the label prices. Use a new label if you need to do this. We will reject items with amended ticket prices as we do not know if the changes were made by yourself or an unscrupulous buyer. If you make a mistake, please find a co-ordinator on sale day and we will happily find you a replacement ticket.</p> <p>NEW ADDITION TO LABELLING ITEMS – after the sale you have the option to donate your items that have not sold to charity. (We have a representative there on the day to take the items you wish to donate, after you have checked out) SHOULD YOU WISH ANY OF YOUR UNSOLD ITEMS TO GO DIRECTLY TO CHARITY AND NOT RETURNED TO YOUR BAG AT THE END OF THE SALE PLEASE PLACE A LARGE RED DOT ON THE BACK OF YOUR LABELLING TICKET (BOTH HALVES) ANY ITEM WITH A RED DOT ON THE BACK OF THE TICKET WILL GO DIRECTLY TO THE CHARITY BAG AND NOT RETURNED TO YOU AFTER THE SALE. THANK YOU</p> <p>Clothes – attach via a safety pin through the hole in the top portion of the ticket. Please use a large enough safety pin that it will stay attached. Please try to use hangers for full outfits as these sell better displayed this way.</p> <p>Toys/equipment – attach via string through the hole in the top portion of the ticket if possible. Otherwise use sellotape/paper tape on the upper ticket portion only.</p> <p>Books/videos – use sellotape/paper tape when necessary on the upper portion of the ticket only to stick it to the item.</p> <p>As a security measure you may wish to duplicate your registration number ONLY, elsewhere on a large item or an item with many parts – e.g. a small white sticker stating your registration number. Please make sure that you do not put more than one coloured card label (with price etc.) on each item.</p>

	Once you have labelled all your garments, bag the clothes into the following categories and please indicate on each bag whether for boys/girls, newborn, boys/girls 1 - 11 yrs, toys etc. This makes set-up much easier for the volunteers. If you wish to hang your garments on hangers, please use child hangers and do not stick price labels to them. We reserve the right to take items off hangers if we feel they will sell better on the tables rather than the rails.
Packaging and presenting my items	Please do not use plastic bags to group garments together. Bundles of similar clothes sell well, e.g. multiple t-shirts/shorts etc., but making up outfits which were not originally sold together does not help them sell. Please do not put different toys into one cardboard box for sale, as these do not sell well.

The day of the sale

Registration – when and where?	8.30am – 9.15am on the day of the sale; come to the side entrance of the Borough Hall NO LATER THAN 9.15 am . There will be desks just inside, and a volunteer to sign you in. If you are helping early, then please come along at 8am to register for selling, and collect your name sticker. Then you can go along to your relevant 'post'. If in doubt then please ask one of the supervisors who will be wearing an apron.
What do I bring with me?	<ol style="list-style-type: none"> 1. your items to sell 2. your packet of biscuits/cake if you are not helping.
Where do I take my items for sale?	Your sale items should be left in the main hall for the official helpers to set out. As no cardboard boxes may be left in the hall, we would ask that you bring your items in bags that you then take away. Please do not leave rubbish in the hall.
'No shows'	Please note that if you do not come to sell your items having registered, your name will be recorded. If you then try to register for another sale, we will ask you to send in a deposit cheque of £10 before we will send out a registration pack. This deposit will be returned to you in your post-sale cheque. You will be contacted and asked to pay your registration fee.
Preview sale	Providing the hall is ready, the Preview Sale will begin at 9.45am and will end at 10.15am . If you are helping on the day you are welcome to come down and buy at the preview sale and then return later for your allocated time slot. Any amount of clothes and books can be purchased but amounts of toys/videos and equipment items will be restricted according to how much there is available. Please be prompt – all doors will be locked between 9:45 and 10.00.
Helping at the sale	As a registered seller you will have been asked to help us on the day. This help makes an enormous difference to the smooth running of the sale. The more people that help, the quicker everything is finished, especially clear-up. If you have agreed to help, thank you, you are much needed and appreciated.
Collecting my things after the sale	<p>We aim to start collection of unsold items at 2.15pm. For security purposes we shall be keeping all doors to the hall LOCKED until the hall is completely tidy and all the bags have been re-packed. Unfortunately this may mean a short wait, as we cannot guarantee to have everything finished by 2.15pm. However, if everyone helps clear up, we should be clear with time to spare. If you wish to donate any unsold items, there will be clear signs regarding this after signout.</p> <p>You MUST look through your bag before you leave the hall to check to see if anybody else's items have found their way into your bag. Also check the "missing labels" tables in the hall before you go. If you do find that you have someone else's item in your bag then please advise us on 0844 243 6139/sale@godalmingnct.org.uk as soon as possible.</p> <p>IMPORTANT NOTE: all bags must be collected from the hall by 2.45pm at the latest. Goods left behind will be given to charity without further notice and a £25 charge taken from your cheque. No reminder calls will be made.</p>

After the sale

Queries	For any post sale queries please contact 0844 243 6139/ sale@godalmingnct.org.uk
Cheque payment &	Cheques will usually be posted within a maximum of 4 weeks after the sale. The NCT's

Commission Rates

commission is 25% on individual goods 0-£20.99, and 10% on individual goods £21 or over if you help for one session or more; and 40% on individual goods 0-£20.99, and 10% on individual goods £21 or over if you are unable to help. Please note that, in some circumstances there may be a delay in cheques being sent out. If you have not received your cheque 4 weeks after the sale, then please contact 0844 243 6139/sale@godalmingnct.org.uk

Whilst Godalming & District NCT have security measures in place during the sale and make every effort to ensure that your unsold goods are returned to you, we cannot take responsibility for items that are lost or stolen before, during or after the sale. In leaving your items for sale, you do so at your own risk. The branch accepts no responsibility for loss of or damage to your goods and no compensatory payments will be made. Please be vigilant and if you see anyone acting suspiciously during the sale then report this to a volunteer.

If you have any comments regarding the sale or would like to help at the next sale, then please contact us on 0844 243 6139/sale@godalmingnct.org.uk

Thank you for selling at the sale; we value your support.

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