



Quick overview of how your Nearly New Sales work

Once you have registered online to be a seller, you will be automatically be allocated a seller number and sent 100 labels. Every item you sell needs to have a label attached to it. All sellers bring their items to the sale on Saturday morning at 9:00am. Shortly after the sale The NCT Leighton Buzzard & District Committee members hold a 'Counting Party', where they add up each seller's sold labels, calculate how much you have made and then pays the funds directly into your bank account within 3 weeks. Sellers receive 80% commission for all 3 shifts worked on Saturday, 65% for 2 shifts worked on Saturday and 60% if you are unable to work any shifts.

Shift 1 – 9.00am – 10.30am

Shift 2 – 11.30am – 1.30pm

Shift 3 – 1.00pm – 3.00pm

1. How do I register for the sale?

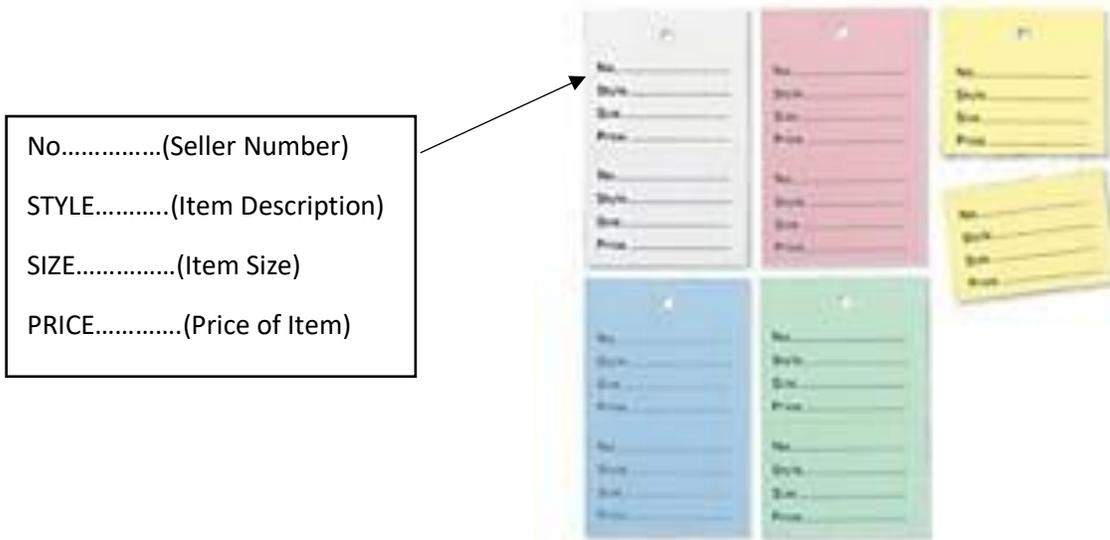
Registration to sell at our sale is through our online booking system. Please email nns.leightonbuzzard@nct.org.uk

2. How do I get a seller number?

This will be assigned to you automatically by the online registration system.

3. How do I get my labels?

Each seller will be sent 100 labels. Once you have registered online your labels will posted up to one week after by 2nd class post. Extra labels are charged at £1 for a set of 100. Each seller is restricted to a maximum of 200 items for sale each.



Please price all items in multiples of 50p.

If you wish to avoid damage by sellotape to certain toys or equipment, you can place the item in a clear plastic bag before labelling.

All items over £10, including battery operated equipment and toys should have a label or note stuck to it clearly stating the Sellers name and telephone number, in case the buyer has any problems or questions regarding the item they have purchased.

Only items labelled with seller labels issued by the Leighton Buzzard NCT will be accepted, items labelled with labels from other NNS's will be rejected.

4. How should I bring my items for sale to the school?

Please bring items to the school in clear plastic boxes with lids or sturdy cardboard boxes labelled with your seller number on the outside.

Please sort your clothes and toys into separate boxes and box up by room destination (listed below).

Main Hall

Toys Soft Toys (See Note 8. below) Games / Puzzles CDs & DVDs (U or PG only) Console Games (under 10 yrs) Books Toys (0-2 yrs) Toys (2 yrs +)	Tables
Big Toys Rocking Horses Baby Gyms Ride on toys Toy Prams Scooters Small slides Bikes/Trikes Ride in cars Baby Walkers Kids chairs / Pushchairs Tables / desks	Floor
Maternity Clothes Pregnancy / Baby Books	Hangers Table
Baby / Nursery Bibs Muslins Potties Baby Baths Bumbos (with safety strap) Cot mobiles Weaning Baby mats Safety bits Reins	Tables
Travel cots Moses baskets Cribs Cot beds Stairgates Mattresses	Floor
Highchairs Travel highchairs	Floor
Changing Bags	Tables
Nursery bedding / blankets	Tables
Baby sleeping bags	Hangers (rails)

Small Hall

Children's Clothes Party Wear School Uniform Dressing Up Outdoor clothes Nightwear	Hangers
Swimwear Swim Equipment Babygrows Vests Socks & Tights Gloves, Hats & Scarves	Tables

Small classroom

All Shoes (secure together)		<h1>Tables</h1>
Wellies	Plimsolls	
Sandals	Pram shoes	
Slippers	Baby shoes	
Trainers	Sports shoes	

5. How should I present clothes for sale?

To maintain the good reputation of the Nearly New Sale, **clothing must be freshly washed and stain free**. You may place clothes on hangers but please be aware these will not be returned to you. Items of clothes not hung on our rails for sale will be placed on tables. You may wish to group several vests/tops together on one hanger using safety pins, or create small 'bundles' using string.

6. What are the times of the shifts and which shifts am I expected to work?

If you are not available to help on the day another person may take your place, failing this an extra 5% commission will be taken from your total sales.

Saturday

Shift 1: 9:00 – 10.30am Involves moving tables, unpacking clothes and equipment, etc.

Shift 2: 11:30 –13:30pm. Involves cashiering, unpinning labels and looking after stalls

Shift 3: 13:00 – 3:00pm. Involves sorting clothes and equipment and moving furniture.

We ask everyone to work Saturday shift 3, 1.00pm-3:00pm as we have to return the venue to its previous condition with all furniture back in its place, so please stay until the end of your shift.

Everyone is issued a coloured sticker for each shift worked, please go the front desk at the beginning of each shift to get your sticker.

7. Is there a preview sale?

Yes! The preview sale is for **sellers only** and is from Saturday morning 10:45 am – 11:15 am. To make it fair for everyone, please do not put items aside to purchase whilst sorting. We will all start shopping after the coffee break at 10:30am.

8. What is allowed for sale and what is not?

We accept babies and children's clothes, nursery equipment, toys, DVD's, books, games, bikes, trikes, toddler trucks, swimwear, school uniforms, fancy dress and maternity clothes. Sub-standard items placed in the sale will be rejected and returned to you marked with 'REJECTED'.

The NCT Leighton Buzzard have the following rules, which apply to the sale of items:

Soft Toys	No Soft Toys please other than soft toys which do something like 'A Jumping Tigger'
Toys	Please sort into Under 2 & Over 2, must conform to British Standards safety standards No McDonalds Toys please No Cycling or Riding Hats please
Books	Yes please
Video Tapes	Not at this sale please
CD's	Childrens story or Childrens music only
Mains Powered Electrical Equipment	Not at this sale please
Breast Pumps or babies bottles	Not at this sale due to hygienic reasons
Car Seats (even if part of a travel system)	Not at this sale please
Knickers, Pants, Toiletries	Not at this sale please
Mattresses, Cots, Cribs, Moses Baskets	Will be accepted if they are undamaged and have a waterproof cover on as part of the mattress itself. It should be dry, clean and have no sagging.
Shoes	Yes please, but please not too worn
Bumbos	Please ensure these chairs have a safety strap, they cannot be sold without one
Clothing	No damaged clothing including bobbling or staining.
Cycles	Maximum saddle height of 63.5cm measuring from the ground to fully extended. Tyres should be inflated, brakes in good working order and the frame should have no obvious damage or sharp edges
Prams/Buggies	All must conform to BS7409 and the name of the manufacturer/importer. Instructions must be supplied and attached securely. Brakes and Harnesses should be in fully working order

All equipment items such as cots, prams, door bouncers etc, must have all screws, fixings, attachments, and assembly instructions (in English) attached in a clear plastic bag. Items without such necessary fixings will be rejected.

9. Do you have a price guide for items?

All items should be priced in multiples of 50p.

Pricing is left to your discretion, however the following guidelines are suggested:-

Coat, jacket or snowsuit £3 to £5

Dress, trousers, baby outfit £2 to £5

Blouse, sweat shirt, nightwear £1 to £3

T-shirt, 3 vests 50p to £2

Individual books 50p to £1

Basic umbrella buggy £5 to £10

Pushchairs £15 to £40

Cots/Cot bed £10 to £40

We recommend you bundle small items to a minimum value of 50p.

10. Is there an admin charge and when do I pay this?

All sellers will be required to make a seller fee payment of £5.00 towards the administration and running costs of the sale. This is paid online during registration.

11. How much commission does the NCT take?

The commission the NCT take depends on how many shifts you are able to work on the day. If you are unable to work shifts on the day of the sale and are unable to find a replacement to work for you, we will deduct a further 5% commission (an additional 5% may also be applied should a seller exceed their allocated allowance of 200 items for sale).

Saturday drop off and do not volunteer to work - 40% commission taken on sales. Saturday drop off and volunteering to work 2 shifts – 35% commission taken on sales. Saturday drop off and volunteering to work 3 shifts - 20% commission taken on sales.

12. When will I receive the money I have made from the sale?

Sellers will be paid directly into their bank account within 3 weeks of the sale. Please note that we no longer pay sellers by cheque.

13. What does the NCT do with the money it makes from the items I sell?

The NCT (also known as the National Childbirth Trust) is UK's leading charity for parents. Every year we support thousands of people through the incredible life changing experience of pregnancy, birth and early parenthood. NCT Head Office takes 70% of all profit from our sales. This money is used to work towards our charitable purpose;

To offer information and support in pregnancy, childbirth and early parenthood.

To campaign to improve maternity care and ensure better services and facilities for new parents.
To aim to give every parent the chance to make informed choices.
To try to make sure that everyone has access to our services and activities.

The remaining 30% of profit from each sale is retained by our local Leighton Buzzard & District NCT Branch. This money goes towards helping with local costs, such as the training for our breast feeding counsellors and ante-natal teachers, our newsletter and also helps with the running of local coffee mornings and our seasonal events, (e.g. Christmas party).
The Nearly New Sales are our main fund raising method, without the success of our sales our local NCT branch would cease to exist.

14. When should I collect my unsold items?

Unsold items should be collected by 3:00 pm at the end of Shift 3. Please do not expect to collect items before this time as nothing will be released until all items have been sorted and seller's will be asked to sign for their bags as they collect them. All returned items will be placed in NCT Bags, and sellers are asked to transfer the items into their own bags when you collect. NCT Bags are sold for £1 per bag.

15. I have had someone else's items returned to me after the sale, what should I do?

Although we try our best to ensure mistakes are not made, unfortunately some items occasionally get mistakenly put into incorrect bags for returning after the sale. This is why we use a two bag system, please leave incorrect items on the table at the entrance. If this has happened, please contact nns.leightonbuzzard@nct.org.uk to arrange returning the goods to the correct owner.

16. NCT Disclaimer – PLEASE READ

We would like to remind you that the NCT cannot be held responsible for any items lost, stolen or damaged, although every effort will be made to guard against this. Please check the table near the entrance for items that have lost their labels whilst collecting your goods after the sale. Please note that nothing can be done about missing goods after the sale.