



SELLERS

GUIDE

**Venue: Longlevens Holy
Trinity Church Hall, Church
Road, Gloucester, GL2 0AJ**

Sellers and helpers pre-sale:

From 8.15am

**NCT Members admission :
9.45am.**

General admission: 10am

Thank you for signing up to sell at our next NCT Nearly New Sale. Our sale is a great way of raising awareness and funds for the excellent work of NCT - our last sale raised over £400.

To ensure that the sale runs smoothly please read through the simple guidelines in this leaflet. If you have any questions or need any more information then please contact the Nearly New Sale team on nns.gloucester@nct.org.uk. The sale is run entirely by volunteers so don't worry if you don't hear from us straight away; we will get back to you.

Who is allowed to sell?

Both NCT members and non-members are welcome to sell at the sale. However you MUST register as a seller for THIS sale. Each seller's pack has its own unique number, which corresponds to a registered name. If you do not have the correct Seller's Form for the Sale then you will not be permitted to sell at this sale.

You can register online at <http://www.nct.org.uk/branches/gloucester/nearly-new-sale>

6 Steps to being a seller

- 1) Register and pay fee online or by cheque
- 2) Receive confirmation and sellers pack (within 48 hours of receipt of payment)
- 3) Arrive at the venue from 8:15am to help us set up the tables and then set up your items on and under your table
- 4) Bring your own change
- 5) Smile and sell 😊
- 6) Take home unsold items – sale closes at 12noon

If you need to cancel your table, please contact nns.gloucester@nct.org.uk as soon as possible. Please note cancellations made within seven days of the sale date cannot be refunded.

What can I sell?

Clean, good quality items such as baby & children's clothes, children's toys & equipment and books can all be sold. Clothing will sell best if it is relevant to the season. Please see below for items which are accepted at NCT Nearly New Sales.

Please be honest: if an item is not fit for its purpose, please do not attempt to sell it.

As owners are selling their own goods, the NCT cannot accept responsibility for labels that become detached and lost, or for lost and damaged items (please check lost property table before leaving the venue)

The following items can be sold, provided they meet the requirements:

- Children's Toys (if safe, complete and in good working order)
- Clean, dry and firm second hand mattresses (must have a waterproof cover with no tears, crack or holes). 'Ventilated' mattresses should not be sold
- Children's pedal cycles (saddle height less than 635mm) and adult pedal cycles that comply with the safety checklist (Appendix 1)

Prams & Buggies must meet the requirements of the Wheeled Child Conveyances (Safety) regulations 1997

- Must have a permanent label (usually on the frame or seat cover) stating compliance with British Standard 7409 or EN1888. The standard lays down requirements regarding the construction, performance and labelling for prams and pushchairs.
 - In addition, prams and buggies should be checked for the following:
 - Brakes – these should work and be able to stop a loaded machine on a slope. The tyres should also be examined as these can affect the performance of brakes
 - Locking Devices – there should be two locking devices on each machine so that when the main lock is released, the secondary lock prevents the frame from collapsing
 - Harness – a secure safety harness must be fitted

▪ General – look for damage from wear and tear. Check to ensure that a child’s fingers cannot be caught anywhere. The frame should be secure and free from sharp edges or exposed parts.

- Upholstered furniture, including cots and highchairs, with the permanent label “Carelessness Causes Fire”
- Cosmetics if unopened, originally for sale in the UK and before their use by date
- Carrycot stands labelled with size and weight loadings. Must have a guard rail, suitable base and be a maximum height of 432mm. Please supply instructions
- Mains powered electrical equipment where tested and approved by a qualified electrician
- Brand new breast pumps (electrically tested where necessary) with bottles.

This is a Nearly New Sale - please only sell items which fit this description so that we can maintain our reputation for excellent quality baby and children’s clothes and equipment.

What cannot be sold?

It is your responsibility to ensure that goods you are selling are safe and fit for purpose. In order to protect NCT, you (the seller) and our customers, we have created a list of items that WILL NOT be accepted for sale at any NCT Nearly New Sale:

- **Due to new concerns over the safety of baby sleep position pillows, nests and ant-roll products. These include but are not limited to Sleepyhead, cocoonababy, lovenest, purflow, babymoov pillows, poddlepod and clevasleep pillows.**
- **Things we do not want – please do not bring the following to sell at an NCT Nearly New Sale:**

• Recalled items – please do not bring any item that has been recalled by the manufacturer. Here is a link to recent recalls, but please be aware this list is not exhaustive.
<http://www.tradingstandards.uk/advice/advice-recall-list.cfm>.

MUST not sell – please ensure you do not sell the below items at an NCT Nearly New Sale due to risk of safety and hygiene.

• Bednest cribs, even with a modification kit. Please read this IMPORTANT SAFETY WARNING if you own a Bednest crib • Baby Positioner pillows, nests or anti-roll products. • Bag style baby slings – these have a deep pouch and an elasticated edge. • Baby hammocks. • Cot bumpers. • Car seats, car booster seats, related bases or car seats from travel systems. • Riding helmets or crash helmets. • Baby food and formula milk, second-hand bottles. • Mattresses that are not waterproof, firm, flat, have holes, tears or are sagging. • Second hand breast pumps. • No clothes secured by means of a cord drawn through the material. • No Bumbos unless with a safety strap - please contact info@dcukltd.com to get a safety strap.

Any Maclaren buggies prior to 2009 need a safety hinge - please contact Maclaren <http://www.shopmaclarenbaby.com> to obtain this, to enable you to sell your buggy.

Things sellers MUST consider when selling the following:

- Cosmetic products - these are only suitable for selling if unopened, originally for sale in the UK and before their use by date.
- Second Hand Slings (not bag-style slings, which have a deep pouch and an elasticated edge) - please include instructions where possible and put this disclaimer on the sling. "This sling/carrier is second-hand and the purchaser should check the sling thoroughly and satisfy themselves that it is safe, before use. If this sling is being sold without the manufacturers' instructions, we recommend you contact the manufacturer and obtain the correct instructions for this sling to ensure you are using it correctly and safely."

How should I price my items?

- Pricing is up to you but bear in mind that if you price things highly they may not sell. Many high streets are selling clothing very cheaply now, even quality brands so price your items competitively.
- As a very rough guide items sell between one third and one half of their original price depending on condition. Most sellers use the following guidelines:

Babygros – 50p to £1 Cardigan/Jumpers - £1 to £3

Coats/Jackets - £2 to £5 Dresses - £2 to £5

Trousers/Jeans - £1 to £4 Shoes/Wellies - £1 to £3

Please note that, whilst we do our best to provide reasonable security at sales, all items are left at the venue at the seller's risk. NCT accepts no liability for any loss or damage caused to goods for sale.

Volunteering

- The success of our Nearly New Sales depends entirely on our fantastic team of volunteers
- We always welcome new members of the team and there are a number of different roles available. To thank you for your efforts all volunteers are invited to join in the presale shopping before the doors are open to the public. To find out more about what volunteering involves, get in touch with Salina on coordinator.gloucester@nct.org.uk

Checklist for Safety of Pedal Bicycles

This checklist is designed to assist in assessing compliance of new or second hand bicycles with BS 6102-1:1992.

NOTE: The items included here are the basic requirements only. The Standard should be consulted for full details.

Bicycle details:

Manufacturer:.....

Model:..... **Colour:**.....

Identification number:.....

New Bicycles only	Yes	No
Marked BS EN ISO 4210-1:2014?		
Marked with name/address of manufacturer/distributor/retailer		
Fitted with a bell complying with ISO 7636:1984?		
New Fully Assembled Bicycles only		
Brakes adjusted to manufacturer's instructions?		
New Part Assembled/Unassembled Bicycles only		
Special/Non standard tools supplied where applicable?		
List of standard tools supplied?		
Assembly, adjustment & maintenance instructions supplied?		

Second Hand Bicycles only	Yes	No
Wheels in good condition with spokes intact?		
Tyres in good condition with adequate tread?		
Frame and forks in good condition with no serious rust?		
Worn or defective parts replaced?		

All Bicycles	Yes	No
General		
Nuts and bolts correctly tightened where applicable?		
All parts correctly fitted and adjusted where applicable?		
Edges		
Sharp edges or exposed screw heads present?		
Reflectors		
One red rear reflector?		
Two white or yellow side reflectors?		
Yellow reflectors on front & rear surface of each pedal?		
One white wide angled front reflector or light fitted?		
Brakes		

Front wheel brake with brake lever on right handlebar?		
Rear wheel brake with brake lever on left handlebar?		
Lock nut securing brake assembly to frame?		
Brakes operate efficiently, do not bind & only contact braking surface?		
Handlebars		
Handlebar width between 350mm and 700mm?		
Ends of Handlebars fitted with handgrips or plugs?		
Distance from handlebar grips to lowest saddle point < 400mm?		
Steering/Wheels		
Steering freely turns 60 degrees either side of straight?		
Wheels rotate freely and true?		
Relative motion between axle of front wheel and front fork?		
Relative motion between axle of rear wheel and frame?		
Quick release mechanism adjustable & marked for open/closed?		
Tyres		
Inflation pressure moulded on side wall & clearly visible?		
At least 2mm between frame/fork and tyres?		
At least 89mm between pedal and front tyre or mudguard?		
Chainguard		
Chainwheel disc with diameter exceeding that of fitted chain?		
Side & top of chain & chainwheel teeth shielded for 25mm rearwards from junction of chain & chain wheel?		
Pedals		
Touch the ground when the bike is 25 degrees from vertical?		