

**WERRINGTON VILLAGE PLAYGROUP
NEARLY NEW SALE
WERRINGTON VILLAGE CENTRE, CHURCH STREET, WERRINGTON
Raising much needed funds for Werrington Village Playgroup**

TERMS AND CONDITIONS

GENERAL INFORMATION

- The Nearly New Sale helps facilitate a sale between individual sellers who register in advance and members of the public who attend on the day.
- The seller's registration fee is £2.50, limited to 100 items
- This fee is payable at the point of registering as a seller and non-refundable
- A 30% commission fee is payable to Werrington Village Playgroup on all goods sold.
- Please read the following instructions carefully and remember that all items must be **nearly new**.
- Clothing must be presented on hangers or in bundles. **A maximum of 20 individual items or bundles is allowed.** For example, a bundle would consist of a pack of vests, t-shirts etc. Swimwear, shoes and sleeping bags are not considered clothes, but additional items.
- You will be deemed to have accepted this term by registering as a seller.

PREPARING YOUR ITEMS FOR SALE

What can I sell?

- Clothes for babies and children up to the age of 8 years.
- Toys, DVDs, puzzles etc.
- Equipment, e.g. stair-gates, cots/cribs/moses baskets, travel cots, high chairs, baths, baby slings, mobiles, door bouncers, sit-in baby walkers, etc. Wherever possible, please provide instructions with the item for sale.
- Travel systems can only be sold **without the car seat** as we do not allow the sale of car seats for safety reasons.
- Prams and pushchairs need to conform to British Standard 7409 (or equivalent European Standard) and must be permanently marked BS 7409:1996 or BS EN 1888:2003, together with the name or trademark of the manufacturer or importer.
- Character soft toys only e.g. Disney, Cbeebies, Milkshake (please note not standard cuddly toys, as they do not sell). **They must be clean and in good condition.**

What can I not sell?

- We do not allow the sale of car seats, car booster seats, hand knitted toys, mattresses (hard travel cot ones are accepted), riding or bike helmets and any mains powered electrical goods.
- We do not allow basic standard soft or cuddly toys
- We do not want to sell **unsafe** items so please do not put any into the sale, e.g. high chair without strap or harness or baby chair with frayed or split fabric.

Top quality only please!

- Please remember – we only sell **'GOOD QUALITY' second hand goods**. Please do not bring along dirty or broken goods to sell. The organisers reserve the right not to display any item they think unsuitable.
- Toys in good, clean, working order, e.g. Puzzles to have all pieces.
- Clothes sell better if clean, ironed, have all buttons and poppers done up and are presented **on hangers or tied in bundles**. If clothes are not on hangers or in bundles they will not be put out for sale.
- **Any item that requires batteries must have them in to show that the item is in working order if not the item will not be put out for sale.**

PRICING

No item will be sold for less than 50p and all items must be priced in multiples of 50p after that. If items are incorrectly priced, they will be marked down to the nearest 50p. Aside from this one point, pricing is entirely at the discretion of sellers. Some helpful points are:-

- Everyone wants a bargain. Even an item in mint condition, boxed with instructions etc. or a designer outfit hardly ever worn, is unlikely to sell for anything more than half its original price. Think about what you would pay for it, if buying it yourself. A pram/pushchair that has been used can go for anything from £10 - £80, if not more. If you're not desperate to sell you could put it in at your highest price, however, if you don't want to take it home then put it at a more realistic price.

Labelling your items

Our labels must be used and fully completed for all items in the sale; a Seller's sheet will be supplied upon registration.

Each item must be clearly labelled with the following information:-

- Seller number
- Seller's initials – this is a double check to ensure that items do not go astray
- The item number – to correspond on your seller's sheet
- Brief description of item, make, colour etc.
- The size – in terms of age
- The price

When labelling clothing, please attach all labels securely with safety pins or string only.

When labelling items other than clothing please attach labels with **MASKING TAPE, MAGIC TAPE OR STRING** to avoid damaging goods. **DO NOT USE SELLOTAPE** this can damage books and boxed toys/games and cannot be removed at the point of purchase which means you will not receive any money for these items.

If labels are stuck using any other method than described above then they will not be put out for sale

Please package all small pieces securely so they don't get lost. Any articles that lose their labels will be withdrawn from the sale.

SELLER SHEETS

- You must complete the Seller's sheet to correspond with your labels.
- Please ensure you have included your Seller number.
- **Do not forget to bring these sheets on the day to hand over to the volunteer as we need these to check off your sold items.**

THE DAY OF THE SALE

- Bring your items in boxes/bags. If you would like them back, please mark them **clearly** with your seller number.
- Please bring your items to the Village Centre, Church Street, Werrington, Peterborough between **9.00am and 9.30am** on the day of the sale.
- Your sale items should be handed in at the desk in the foyer for the official volunteers to set out – for security reasons please do not try to put out the items yourself, unless you are an official helper.

- Please note that if you wish to buy we are not able to admit you until the sale starts at 11.00am.

COLLECTION AFTER THE SALE

- Please collect your unsold items between **2:00pm and 2:30pm** the day of the sale. We are unable to have your items ready for collection before this time
- Please note we are unable to check unsold items off against your seller's sheet at this point and ask that you do this yourself when you get home and contact us if there is a problem within a week of the sale
- If you wish to donate unsold clothes, toys, books (not large items or equipment), please let us know.

Failure to collect will result in items being donated to the The Village Playgroup, Werrington or another Charity of our choice. A non-collection fee of £5.00 will be incurred and deducted from your profit to cover admin costs.

PAYMENT

- Once the sale is over, Committee members will check sold items against Sellers' sheets and calculate the amount sold
- Sellers receive 70% of the selling price of their goods with 30% going to The Village Playgroup, Werrington.
- Figures will be calculated during the sale and cash returned to you when you collect any unsold items. This, however, cannot be guaranteed. If we are unable to issue cash payment immediately, cheque payment will be made via the post within two weeks.
- All sold labels will also be returned to you. It is essential that you check through the returned labels as soon as possible; discrepancies can only be checked within one week of the sale.

POST SALE

Following the sale if any items are found that we cannot identify the owner, due to absence of a label, said items will be photographed and the photograph circulated by email to all Sellers. If the item belongs to you it can be collected from The Village Playgroup at The Village Centre, Werrington Mon to Fri 9:15am to 1:00pm. Similarly if you find items within your returned stock that do not belong to you, please return them to The Village Playgroup and we will contact the rightful owner to allow them to collect the item.

REGISTERING FOR THE SALE

In order to register for this sale you must accept all the Terms and Conditions as stated above, sign and complete a registration form and pay a non-refundable registration fee of £2.50.

DATA PROTECTION

We will hold your data in accordance with our Privacy Statement, which is available to view on The Village Playgroup's website (www.werringtonvillageplaygroup.com) and GDPR Regulations (May'18). The contact details you provide us will be solely used by The Village Playgroup and will not be forwarded onto any third party. Your details will be maintained on our Seller Database and on our emailing list. You can request at any time to have your details removed. Seller Sheets are kept until the following sale at which point they will be securely destroyed. Upon initial seller registration your Registration Form will be kept as a record of your consent to contact you, if indicated, in the future; all other Seller Registration Forms will be destroyed.

THE VILLAGE PLAYGROUP'S NEARLY NEW SALE

The Nearly New Sale is a way of raising funds for Werrington Village Playgroup. Our aim is to organise a sale where buyers can purchase good quality items and sellers can sell those items with the minimum of fuss. The continued success of the sale relies on us ensuring the needs of our sellers and buyers are met. However, the administration of the sale is organised by volunteers on behalf of The Village Playgroup, Werrington and is not a business enterprise. As such, neither The Village Playgroup, Werrington nor any of the volunteers involved in the administration of the sale will be held responsible for goods lost, damaged or stolen before, during or after the sale, nor for money discrepancies that may arise, even though these terms and conditions have been put together with a view to avoiding any such loss for our sellers.

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