



## **Auto Assembly 2013 Fan Sales Table**

**Updated: 25th July 2013**

We've all got unwanted Transformers toys and merchandise lying around. Maybe it's something that you no longer want or maybe it's part of a range that you've lost interest in. Or even you're one of those fans who has decided to streamline your collection and it doesn't quite fit any more? Well, if that's the case, Auto Assembly can help!

You can bring them along with you to Auto Assembly 2013 to make some extra cash to spend on the Dealers Tables by placing them on the Fan Sales Table. Let us do all the hard work for you selling them on your behalf!

### **Selling Your Items**

Simply bring the items you want to sell along to the convention with **two** copies of the completed submission form (one for us, one for you) once you've collected your passes. We'll then go through your items with you and label them with the price and identification numbers prior to putting them on the table so items and sales can be accurately tracked back to you. You **must** keep your copy of the form safe as it is your proof of ownership of your items.

For loose toys / spare parts, these **MUST** be bagged and clearly labeled to ensure that all the parts / instructions stay together. If parts are missing / damaged, this must be clearly indicated. Comics must also be bagged prior to dropping off at the table and labeled clearly.

We track all sales for you automatically and you can check back at any time on the progress of your sales. There is a **10% sales commission** which will go toward running the convention.

We will accept non-Transformer items, but priority will be given to Transformers if display space is limited. Normal convention rules apply for trading so knock-offs, pirate DVDs / CDs containing comic scans or non-Region 2 DVDs are not accepted. If in doubt, please ask one of our team.

### **Pricing**

Please ensure that you have priced all of your items in advance of bringing them to the Fan Sales Table at the convention. We can not assist anyone in pricing their items for sale.

### **Discounts**

Last year, we had attendees come up to the Fan Sales Table asking if we could reduce the selling prices on many of the items. Obviously as these were being sold on behalf of attendees we were unable to do this. However, we are now able to give attendees the opportunity to accept offers on their items should you wish to. On the form you will see two selling price columns. If you wish to give buyers the option to have a discount if they don't want to pay the full price, enter a second lower price here. We can then give buyers this lower price if they ask and we will sell it at this lower price for you. We will not place this lower price on the item while it is on display though so we will aim at all times to maximise your income over the weekend.

## **Drop-Off Times**

The primary time for dropping off of items for the Fan Sales Table is after you have visited the Registration Desk on Friday to collect your pass. Once you have done this, one of our Volunteers will escort you to the Fan Sales Table to drop off your items. You will be able to drop off items between 15:00 and 17:00 on Friday and then any time after 9:30 am on Saturday once the main convention has started.

## **Completing the Form**

All you need to do is save a copy of the Excel form that is on the Auto Assembly website to your PC, fill in the item details (nothing in-depth, just enough to identify the item – i.e. “2007 Movie Deluxe Bumblebee”) and price - the commission to the convention will be calculated automatically and we’ll fill in the rest - print **two** copies and bring them in with your items.

## **Getting Your Money / Collecting Unsold Items**

To make things easier for our team, you can collect payment for items that you have on sale on the table at one of three pre-set times on each day during the weekend. The same time period can also be used to withdraw your items from the table. These are:-

Saturday: 11:00, 14:00, 17:00

Sunday: 11:00, 14:00, 17:00

On Sunday you will be able to collect your unsold items and outstanding payments until 6:00 pm when the hall closes to attendees.

## **Unclaimed Items / Payments**

All unsold items must be collected by the end of the convention at 18:00 on Sunday afternoon. Ownership of any unclaimed items will be transferred to the convention. Also, payments not claimed by 18:00 on Sunday afternoon will be forfeit and retained by the convention.

## **Disclaimer**

Auto Assembly can not be held responsible for the condition of items sold on the Fan Sales Table. All items are sold as seen unless described otherwise.

The convention can not be held liable for items that are lost, stolen or damaged. By submitting your items for sale, you understand that you are doing so at your own risk and agree to the terms in this document and that a percentage of the final selling price will go to the convention.

## **Reservations**

Although we have accepted reservations in previous years, due to both numerous problems with items not being claimed, brought in, or accidentally sold, as well as the changes to the submission procedure, we can not offer reservations on items for sale.

## **Contact Details**

If you have any questions or comments about the Fan Sales Table, email us at [contact@autoassembly.org.uk](mailto:contact@autoassembly.org.uk)