



## Requirements for Vendors

1. Auction lots are to be submitted between 1<sup>st</sup> July and 1<sup>st</sup> August 2018. This being the latest acceptable date.
2. Minimum reserve price of lots offered is £1.00. **(In the past some of the reserve prices have been unrealistically high and have not sold. It is suggested that the Gibbons prices are only a guide and not a starting point. Please bear this in mind)**
3. Vendors premium will be 10% of hammer prices
4. Vendors are responsible for collecting their own unsold lots-arrangements to be made with Mike Ward on 01635 864307 not earlier than 22<sup>nd</sup> October but as soon as possible after this date
5. Please use the forms provided on the reverse, further copies can be downloaded from the club web site [www.tdps.org.uk](http://www.tdps.org.uk)
6. Lots are to be entered into one of two categories “Standard Lot” (S) or “Large Lot” (L)
  - **Standard lots** to be presented on stock cards or pages no greater in size than A4 (21x29.7)  
Up to ten stock cards securely bundled will be accepted under this category
  - **Large lots** are any lot that cannot be presented in the above format
7. Handwritten descriptions must be in ink or biro. Word processor descriptions are more acceptable, a paper copy should be included when lots are submitted;  
**All lots to be submitted to Mr. Colin Bartholomew at Thursday club meetings or by prior arrangement. Tel 01635 865457**
8. Any lot incorrectly or not fully described as per these requirements (see example on Vendors Auction lots List) will be returned to the vendor for resubmission.
9. All lots are to be given a Personal Identification Number(Pin), this is to be written on the back of each lot in the following format  
The pin takes the form of the vendor’s initials followed by a number  
For a single stock card i.e. Joe Blogg’s JB001 JB002 JB003 etc.  
In the case of a bundle of stock cards the following format should be used eg. JB002 (vendors ref) each of the individual stock cards then to be annotated 1 of 5, 2 of 5, 3 of 5 etc.  
If a large lot consists of more than one item please use the bundle format
10. Only signed forms can be accepted-this confirms the vendors adherence to these conditions

## Advice to Vendors

- We suggest the simplest forms of condition classification should be used
  - UMM: Un-mounted Mint
  - MM: Mounted Mint
  - Used: GU=Good Used
  - FU: Fine Used
  - U:Used