

# AUCTION GUIDELINES

The auction is organized and conducted by volunteers.

Please arrive early, no previewing of lots once auction begins.

Noise and talking should be kept to a minimum during auction. If you need to use your phone, please go outside.

The auction is a fund raiser for the Library and Poway Stamp Club. Please no selling of non-auction items in parking lot or in Library.

## CONSIGNING LOTS

Each consigner must personally hand lots to auction personnel. Consigners must attend auction to claim unsold lots. If you cannot attend, do not consign.

All lots must be secure-no loose album pages with stamps falling off- to allow inspection by Buyers and prevent loss or damage of material. Auction personnel do not have the time to prepare seller's lot.

Auction Lots should be no smaller than 8.5 X 11 inches

All lots MUST have a Library seller label securely taped to the lot and filled out seller's sheet.

A maximum of 6 lots per seller will be accepted for the Library Auction.

4 Lots may be brought in for the Club Auction. Please bring to Club Auction at 5:30 pm.

Lots will be accepted starting June 11th

NO LOTS ACCEPTED AFTER THURSDAY JUNE 13<sup>th</sup>

## AFTER THE AUCTION

1. Please remain seated.
2. Auction personnel will hand unsold lots back to owners immediately after the auction. Unsold lots may be resubmitted for Poway Auction.
- 3, Check out will be done by calling buyers by number, then Buyers and Sellers, finally individuals who are selling only. Please stay away from checkout table until you are called.