



## SELLER INFORMATION – MISC./ANTIQUA AUCTION

### GENERAL INFORMATION

- ◆ **Auction held every Wednesday at 9:00 AM.**
- ◆ All merchandise unloaded for auction must be offered for auction at auction time.
- ◆ **No private selling of merchandise between consignors and buyers.**
- ◆ Shipshewana Auction Inc. has the right to reject any article to be offered for auction. No guns, gun parts, or live ammunition are to be offered for auction. This includes black powder, starter guns or any other type of gun or firearm. Toy guns may be offered such as cap guns or any other type of toy gun.
- ◆ A fee may be assessed for merchandise of questionable quality.
- ◆ Consignor is responsible for the handling of merchandise at auction time. (Rep. Service available.)
- ◆ **The handling of merchandise at auction time and treatment of your buying customers should reflect the Golden Rule: *Do unto others as you would have them do unto you.***
- ◆ Shipshewana Auction, Inc. assumes no responsibility for damaged or stolen property.
- ◆ **Merchandise is 100 percent the responsibility of the seller prior to the sale of item, and 100 percent the responsibility of the buyer after the item is sold.**
- ◆ Please, **no parking in front of any door.**
- ◆ No guarantee of selling time or auctioneer.
- ◆ Minimum opening bid - \$5.00.
- ◆ All merchandise must be removed day of auction. Storage of left-over items will be assessed a fee of \$25.00 per item!
- ◆ All purchases and unpaid balances will be deducted from seller's proceeds prior to issuing a check for merchandise sold.
- ◆ Our Goal – To have your checks available one hour after your last item is sold.

### LOCATION INFORMATION

**Availability:** First come first serve basis or reserved ahead. Most locations are reserved in advance.

**Size:** Most approx. 7' x 9 ½', some approx. 9' x 12' (Pickup load = 1 location, Van load = 2 locations, bigger trucks = 3 to 4 locations.)

**Consignment Fee: \$15.00 to \$20.00 per location regardless of when reserved or paid.** Selling locations are not fully guaranteed until paid. Management reserves the right to move or relocate unpaid reservations. (All prepaid reservations will be honored at current rate). No refunds if selling locations are forfeited or cancelled after 10 am Monday before the sale date, and the full amount of space will be charged to anyone who has not prepaid.

**Reserved Occupancy:** Locations must be occupied by reserving party by 7:00 AM Wednesday to avoid possible reissuing by Shipshewana Auction, Inc. Check office for start times, positions, specialized auctions, and a **detailed commission sheet.**

### YEAR-ROUND UNLOADING INFORMATION

Tuesday 7:00 AM – 5:00 PM (All vehicles and consignors must be out of the barn by 5:00 PM)

Wednesday 5:30 AM – 7:00 AM (All vehicles must be out of the barn by 7:30 AM)

Off day unloading hours available, check office for rates and availability

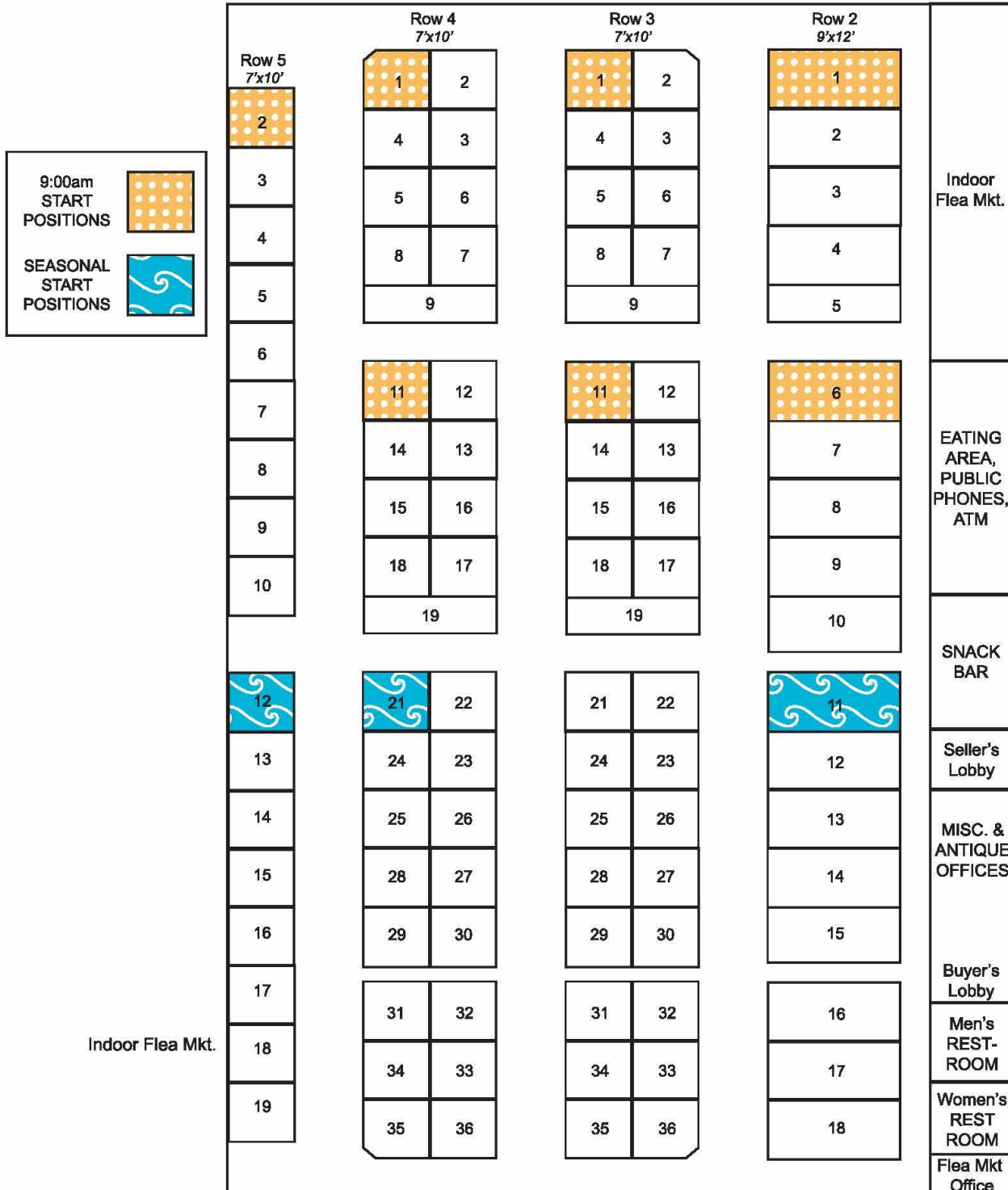
### PROCEDURE

Park where directed or in a valid parking space. Check with auction personnel. You and your vehicle will be directed to your auction location. Unload in a timely fashion. Your vehicle will be directed out of the building by auction personnel. Do not move vehicle in building or operate overhead doors without assistance from authorized Shipshewana Auction personnel.

## PARKING INFORMATION

From Memorial Day through September, a parking fee or permit is required to park on Shipshewana Auction Inc. property. Auction parking permits (\$35.00 per season) are available in the Misc. office. All other fees collected by gate attendant. You are expected to respect gate attendant and park where directed.

EAST



WEST



## ANTIQUE/MISC. AUCTION COMMISSION SCHEDULE & FEES (Commissions are based on Gross Sales)

<b>SHIPSHEWANA AUCTION, INC. ANTIQUA AUCTION COMMISSION SCHEDULE Effective October 14, 2020</b>	
<b>Gross Sales</b>	<b>Rate</b>
\$8,000 and up	9%
\$6,000 - \$7,999.99	11%
\$3,000 - \$5,999.99	13%
\$2,000 - \$2,999.99	15%
\$1,000 - \$1,999.99	17%
\$500 - \$999.99	23%
\$499.99 and below	30%
<i>Maximum commission on all individual items over \$2,000.</i>	9%
<b>NO SALES = 10% COMMISSION WITH MAXIMUM \$30.00 / LOT</b>	
<b>NO BIDS = \$3.00 / LOT</b>	
<i>The Shipshewana Auction seller with the highest single item selling price for current year will receive a set commission rate for the following year!*</i>	
<i>*Rate to be determined by the Auction Manager.</i>	

**\*1 Lot = A sale transaction regardless of how many items are in that lot.**

NO SALES = 10% WITH MAXIMUM \$30.00/LOT

NO BIDS = \$3.00/LOT



You as a seller have the right to “no sale” items or have items you want to offer with a reserve bid; however experience has shown us that a consignor that “no sales” items on a regular basis discourages buyers to purchase items from your consignment at that time or even in the future if you sell with us on a regular basis. We encourage you to sell all items to the highest bidder. Our “no sale” policy is this: You will pay 10% commission on the last bid received with a maximum charge of \$30.00 per no sale item. The “no sale” needs to be declared before the auctioneer drops the hammer and declares the item sold. Two ways of handling your reserved items:

1. Before the item goes up for auction, tell the auctioneer that you are selling the item with reserve, while not stating the reserve amount. Then let the bidding take its own course. Before the auctioneer sells the item the auctioneer will ask you “yes” or “no”. You either say “yes it sells” or “no I can’t sell it.”
2. You may state a bid on an item prior to the sale of the item. At that point the auctioneer will use your stated bid as the opening bid and ask the crowd for the next appropriate higher bid increment. If no one bids then the item will “no sale” at your stated reserve bid.

## OTHER SERVICES

Table Rental 6’ or 8’ table = \$7.00 + tax (Tables are available day of set up)

Lighted Showcase 6’ tall lighted showcase = \$15.00 + tax (Showcases may be reserved in advance)

Electric = \$4.00 + tax

Pegboard = \$7.00 + tax

Quilt Rack = \$7.00 + tax

Rep Service: Experienced help available. Check office for rep rates.

\*For a job well done, tips are accepted and appreciated by your auctioneer and clerk.

A complete updated list of buyer and seller information can be picked up in the office.

## LISTINGS ON AUCTIONZIP

Every Tuesday until 4:30 pm, a staff member takes photos of booths that are present that day for setup for Wednesday’s auction. We then upload the photos to our page on AuctionZip.com for shoppers to preview items online. You are also welcome to submit photos of your own. Simply email your listing information and your photos to us by 12pm Tuesday, prior to your Wednesday sale date. We will then post your information as quickly as we can. Within that week’s listing we will place, in order received, the photos and information you have sent us.

1. **Email** your photos to [photos@shipshewanatradingplace.com](mailto:photos@shipshewanatradingplace.com).
2. In the **subject line**, please write: your name, your sale date, and your row and location number. (example subject line: John Smith, 10/21, Row 5, Space 12-13)
3. In the **body** of the email, please write your phone number and any listing information or photo captions you may want to include. Photos will be automatically captioned with your row and space number unless instructed otherwise.
4. For larger groups of photos, please **break them up** in multiple emails. **Call** (260) 768-4129 to make sure your photos and listings have been received properly.
5. To **view the listings**, go to AuctionZip.com and search for Auctioneer I.D. #1945.



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## CONSIGNOR TIPS FOR SUCESSFUL SELLING

- Display is critical: neat, attractive, organized and logical. Remember what can't be seen, can't be bought.
- Follow a pattern when selling - left to right, front to back, end to end. Your crowd will stick if they can anticipate what's coming.
- **Minimum opening bid accepted per item, per choice, per grouping of merchandise offered for auction will be a \$5.00 opening bid. (Exception - When offering items by the piece x the count)**
- Group or gather small numerous items on trays or in pop flats. Extra boxes help your buyers stay as they cannot hold too much at once. **Remember, minimum opening bid is \$5.00, so group your smalls whenever possible.**
- Sell "Choice Out" whenever possible. This encourages bidder competition as well as multiple sales. It greatly improves sales pace and sheet average.
- Honor "Requests" wisely. Remember it take at least 2 bidders for an auction. Either stage requests in an "on deck" area or sell choice of two or more requests.
- **Above all be positive.** Nothing suppresses bidding more than whining, sarcasm, or negative comments. Be professional and keep smiling. Remember - what the bidder came for is to **BUY!! Sell, Sell, Sell.**
- Don't worry about the price of each individual piece. Figure your consignment's potential as a whole. If you make money on the whole sale **THAT'S WHAT COUNTS - THE BOTTOM LINE!**
- Don't be afraid to ask your auctioneer's advice - after all they're working for you.
- For a job well done, tips are accepted and appreciated by your auctioneer and clerk.

Thanks, and have a great sale!