



Nearly New Sale Kent

Labelling Instructions

**** IMPORTANT - Please read before pricing items****

Labels are in 2 parts and perforated across the middle. Please do not tear them in half as the lower portion of each ticket will be removed at the till when items are paid for.

Each item brought to the sale **MUST** have a two-part label attached or it may be rejected.

Labels are colour coded according to seller number. Photocopying or using labels not supplied by NNS Kent is not permitted.

Completing the Labels:

Please write clearly in blue or black pen and complete carefully as we do not have any spares.

Minimum price is 50p and all prices are to be in multiples of 50p.

Fill in **both portions** of the label with **IDENTICAL** information:

No. - write your seller's number

Style - brief item description

Size - size or age in years/months (not cm)

Price - price to be charged (multiples of 50p)

The diagram shows a two-part label. The top part has fields for No., Style, Size, and Price. The bottom part has fields for No., Style, Size, and Price. Arrows from the text instructions point to these fields: 'No.' points to the top and bottom 'No.' fields; 'Style' points to the top and bottom 'Style' fields; 'Size' points to the top and bottom 'Size' fields; 'Price' points to the top and bottom 'Price' fields.

You can write additional information on the back of the label if required.

Attaching labels to items:

A label should be attached to each item at the top only. The bottom half needs to be kept free so that it can be removed at the till.

Clothes - attach via a safety pin or string through the hole in the top portion of the label. Please attach to the outside of the garment, not an internal label or hanger. Do not use sticky tape on clothing or shoes.

Toys/equipment - attach using string through the hole in the top portion of the label if possible. Otherwise use non-marking tape (masking tape or Scotch 3M 'Magic' tape) on the upper portion only.

Books/DVD's/CD's - use non-marking tape (masking tape or Scotch 3M 'Magic' tape) on the upper portion only.

Any label completed incorrectly or attached across the bottom portion may be removed from the sale.