VENDORS' GUIDE



VENDORS GUIDE

To become a vendor (seller) at Spalding Auction we would ask you to register the following information at our reception:

- **YOUR NAME / COMPANY NAME BUSINESS NAME .**
- **YOUR ADDRESS INCLUDING POST CODE.**
- **YOUR VAT REGISTRATION NUMBER OR DECLARATION THAT YOU ARE NOT VAT REGISTERED.**
- **YOUR PREFERRED METHOD OF PAYMENT OF EITHER BACS OR CASH.**
- **YOUR LANDLINE AND MOBILE TELEPHONE NUMBERS .**
- **YOUR E-MAIL ADDRESS**



Upon receipt of this information we will allocate you a vendor number, which is unique to yourself and must appear on any paperwork accompanying goods to be offered for sale in the auction.
We operate and pay on a weekly basis from Tuesday to Monday inclusive. BACS payments will be sent to you two weeks following the week of sale and cash payments will be available for collection on Fridays between 1.00pm and 4.00pm (unless otherwise advised).

VENDOR'S COMMISSION WILL BE CHARGED AT 12%.



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