

THOROUGHbred LIMITED 2015

Company Store Guidelines

Welcome to the Thoroughbred Limited 2015 Company Store. Our Company store will provide a service to all the Mid-Central Region divisions and to all the MCR members within the region. We also welcome the participation of any NMRA member outside our region that has come to our convention.

CHANGE: Merging two selling functions into one Company Store.

For this convention, we are going to combine the Company store and what most people refer to as the White Elephant sales. The Company Store will now sell items for both the divisions and for the individual members of the NMRA and together it will be called the Company Store. There should be no change from previous conventions in how it operates in terms of buying and selling. Settlement for divisions will be within 2 weeks following the convention and we will attempt to pay any and all individuals by late Saturday afternoon of the convention or before if possible.

Our guidelines and policies regarding the sale and display of items in the Company Store are as follows:

- We will do our best to display your merchandise in the manner and quantities you request. The raffles will also be taking up space, but hopefully the room will be large enough for all. If the way we display your items is not to your liking, please inform a staff member and we will do what we can to accommodate you. We will try to please.
- We will have staff members in the room at all times when we are open. Our goal is to have at least two people, but a minimum of one person will be present at all times.
- The Company Store will keep a 10% commission from the sale of your items, whether it is a division or an individual. If your items do not sell, you will NOT have to pay the Company Store. You will only be charged for items **sold**. Please note it is 10% of the price you listed to sell. We do not add 10% at the register.
- **All your items must be marked with a price when you drop them off to the Company Store.** You can write the price on the package or item, or use a label or tag as long as it is clear. The price should ALSO be written on the 3 part receipt which will accompany each item whether it is from an individual or a division. There is space on the receipt to write a description for each item and your registration number. For sellers, your copy of the receipt will be your identification to recover any unsold items. The Company store staff will provide you with a 3 part receipt for each of your items that you are selling.

* Staff for the Company Store will not engage in any negotiations of your marked selling price.
Exception: If the seller wants to change the price of their item(s), please contact a Company Store staff member and you and the staff person will have to initial the receipt to qualify as a price change. Price changes can be done as long as the procedure is followed and both you and the Company store know it is done.

- We will be open to receive your items beginning Noon on Thursday, May 14, to until 11 AM Saturday Morning on May 16.
- Company store staff will require some information about your merchandise when you drop it off. Please include the following information on the 3 part receipt which will be provided by the Company Store staff for each item:
 1. Detailed description of the item
 2. Selling price for each item
 3. Your registrant number for the Convention (printed on name badge)

If you are representing a division, we will need the following additional information (a form for a division to fill out is on the Convention website and labeled as Company Store Merchandise List):

4. The quantity and price of each item you are leaving with us.
5. Division number. Name of contact person, cell phone # and email address. The contact must be a person whom we can reach during the time of the convention, preferably a convention attendee; if case any issue should arise.
6. Name and mailing address or person to whom we should send the check, following the convention.

Thank you for your cooperation.

- Unsold items must be picked up by at least Saturday after the banquet. The end of the time period for picking up your unsold item(s) will be for an hour after the banquet is over. Please bring your yellow copy of the 3 part receipt as a claim check. Staff will be present in the room to accept your copy of the receipt showing you are picking up your item(s). If you want to pick up your item(s) before this time, please see a Company Store staff member who will check out your items in the same manner.
- Unsold items not picked up after the banquet or before may become the property of Division 10 if not picked up by two (2) weeks after. If you do not pick up your items by then and you still want them, you will have to pay shipping and handling charges plus a hassle fee for us to return them if that is what you want us to do. Best if you pick up your unsold items by late Saturday or before.
- There will be a initial limit of at most 20 items to be sold for an individual to begin with. If you have over 20 items, then your additional items can be introduced as your other items are sold. This is not meant to limit you but to allow us to manage the flow and display of items for everyone. Bring as many items as you want to sell.
- Hours of Operation:

Thursday, May 14, From Noon to 5 PM to set up and receive items. No selling is planned during this time period.

Friday, May 15, From 9 AM to 5 PM

Saturday, May 16, From 9 AM to 3 PM

We will close at 3 PM to review the transactions and we will open before 5 PM to pay individual sellers.

- Our Company Store will take cash or personal check. We are not equipped to process credit cards. Sorry for the inconvenience.
- If you have any questions not addressed here, please contact us either thru the convention or contact Company Store staff:

Larry Smith, lead

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