

## **Tagging Instructions**

All items must be marked with a Winter Swap barcode tag to be accepted. Tags are available for pickup, details of locations and availability are on the Winter Swap registration form. Tags will also be available at the fairgrounds during item registration.

All items accepted at Winter Swap must be in new or gently used condition. Items must be clean, safe and in working condition. All items must be \$5 or greater in price; and all prices must be in whole dollar increments.

"Vintage" equipment is not accepted. Winter Swap considers any non-shaped or "straight" ski to be a vintage ski, and these will not be accepted. Winter Swap does not accept liability for any lost items at the event.

Individuals who have their items tagged and registration forms filled out will be able to have expedited processing at our public item drop off. If you have more than 20 items for sale please use the Excel spreadsheet on our website (www.winterswap.com) to list each item.

For any problems or questions please email: <a href="mailto:admin@winterswap.org">admin@winterswap.org</a>

**Skis:** Each ski needs to have an item tag and barcode on them. Please do not tape your skis together, the bases need to be accessible for inspection.

**Snowboards:** You can apply the tag directly to the board with the adhesive backing or tape it on with the wide clear packing tape. The tape must be clear so we can scan the barcode effectively.

**Boots:** Apply the tag with a wicket thru a non-removable bale or lace eyelet. Boots need to be tied together with 24-36 inches of heavy twine rope. We have twine available at registration. **Please do not use cable ties**.

<u>Clothing:</u> All registration tags should be securely attached to the item in a location like a zipper-pull. Winter Swap is not responsible for multi-item clothing sets as these may become lost during the event – you are advised to tag and price each item separately. Selling used hats/gloves is allowable but discouraged; as these used items have a low likelihood of selling. Gloves must be attached together with a permanent loop (zip tie), so they cannot be taken apart. Winter Swap is not responsible for lost gloves/hats.

<u>Poles:</u> These should be taped together with the price tag attached securely to the handle or through a loop in the strap. Used poles should be priced affordably, as there will be numerous new poles available at the sale.

<u>Bindings</u>: Ski bindings need to be temporarily mounted together on a board and tagged with a wicket. Snowboard bindings must be secured together with heavy-duty zip ties. All parts need to be triple bagged/sealed and attached with a cable. Winter Swap accepts no liability for missing parts/pieces.

If you have any questions or need assistance please bring your items to the fairgrounds and our volunteers will be glad to assist you.