



## Welcome to Hanham Community Centre Car Boot Sale Partnership

### Information for Sellers

#### **Do:**

- Obey any directions from the person in charge (Steward). They will inform you where you can set up and advise the times for the sale.
- Note space is limited and vehicles will be turned away if full.
- Park your vehicle safely so it will not cause an obstruction, either to other vehicles or pedestrians. Make sure the parking brake is firmly applied.
- Set up your stall or display in plenty of time. We allow 60 minutes for you to set up before the general public arrive.
- Make sure that your tables and any displays are stable and adequately strong for the load you are going to put on them.
- Leave adequate space around your vehicle and display so that you don't create a trip hazard for anyone.
- Keep anything flammable away from any source of heat, including smoking.
- Keep an eye on anyone acting in a suspicious manner e.g. looking to steal goods or money. Report them to the Steward if necessary.
- Watch out for children, particularly if they don't appear to have a parent close to them.
- Unaccompanied children can create a safety hazard, help themselves to your goods and get lost!
- Keep any dog with you under control and tied up if necessary. Collect any dog waste using a proper 'poop scoop' and disposal bag. Don't leave dog mess on the ground!
- Have suitable bags available for your customers to take goods away if necessary.
- Pick up any rubbish, packaging, empty food/drink containers etc and take it home with you.

#### **Don't:**

- Move your vehicle while the sale is in progress and members of the public are present – be on site at least 20 mins before buyers.
- If it is essential to move your vehicle, contact the Steward for advice first.
- Display or sell anything on our list of prohibited items (see list at the end).
- Sell second-hand electrical goods unless they are safe (see guidance).
- Start a fire or apply heat to anything that could start a fire.
- Stack displays too high. Make sure that your displays cannot collapse or fall over.
- Overload your tables or displays. You will be responsible for any injuries caused by something collapsing.
- Allow customers to move something that may then create a safety hazard (trip, slip, collapse of a display).
- Argue with customers or other stall holders. If you have a problem with anything please consult the Steward.
- Leave money or valuable items unattended or on open display.
- Sell items in the car park - keep to the sale area.
- Leave any food waste on site.

For safety reasons, we do not allow certain items to be brought onto the sale site or displayed for sale. The same applies to anything that is illegal or might be considered offensive. Anyone flouting these rules will be asked to pack up and leave the site and may not be allowed to return. Our prohibited items include:

- Petrol and diesel fuel
- Other flammable liquids such as paraffin, solvents etc except in small, sealed, branded bottles
- Second-hand mains-voltage Electrical goods unless proven to be safe (see below).
- Battery equipment is usually acceptable.
- Petrol-powered generators except with the permission of the Steward
- Knives or sharp pointed objects, except with the permission of the Steward. These items must not be sold to anyone who is, or appears to be, under 16.

- Weapons of any kind
- Firearms ammunition
- Fireworks
- Food and drink
- Alcohol
- Damaged or broken items, particularly children's toys, that could create a safety hazard.
- Medicines
- Poisons including weed killer and rodent killer
- Animal traps
- Illegal substances
- Pornographic or offensive material including books, magazines and DVD's.
- Books, magazines, posters, banners, badges and other items overtly supporting a political party, pressure group or religion
- Any other items or material deemed by the Steward to be hazardous, harmful or
- Offensive

If you are unsure whether your goods are suitable, please consult the Steward before you set up your display.

**Second hand Electrical Good:**

Any electrical goods that you offer for sale - new or second-hand - must be safe, to comply with Trading Standards law. If you sell an unsafe item, and it results in injury or damage, you may be prosecuted or be liable to pay compensation.

If the item complies with an acceptable standard - for example, a British / European standard - it will normally meet safety requirements. These safety requirements cover:

- labelling, construction, design and manufacture
- insulation and earthing
- protection from electric shock
- the correct type of plug and fuse
- adequate guards for radiant heaters or moving parts
- preventing the generation of excessive heat, radiation or toxic gases
- the need to provide instructions for safe use

An electrical item in its original box, undamaged and with the manufacturer's fitted plug, fuse and instructions, will normally be satisfactory. If you are unsure, we recommend you get the item inspected and tested by a competent person (so-called PAT testing) and labelled to confirm it has passed the test and is safe to use.

Thank you for your co-operation