

# Market Regulations

The formal regulations for the Market Page may be found in the CPSGB Handbook. All sellers and buyers using the Market Page must agree to the following:

## Buyers and Sellers Notice

This is not a public market. It is open to paid-up members of CPSGB. Members of the four Czechoslovak specialist societies in Europe and North America may participate as buyers if reciprocal agreements are in effect – consult your society for details and specify your membership when making a purchase. Items are offered at a fixed price on a first-come first-served basis. Images may not be to scale or complete. Methods of payment, shipping, insurance, and related charges are to be arranged between buyer and seller. Attend to the nation of the seller as the buyer will be responsible for payment of customs, taxes, or similar fees. **Items for sale in this listing are neither endorsed nor guaranteed by CPSGB. Transactions are strictly between the buyer and seller; there is no recourse to the Society. Any disputes or issues need to be resolved between buyers and sellers directly, including items lost in transit and items found not to be as described. By listing a lot or submitting a purchase offer, I confirm I have read and consent to the above Notice.**

## An Informal Introduction to The Market Page

### How to Sell Material on the Market Page

Placing a lot for sale on the Market Page involves three rather simple steps. These are listed below.

#### Step 1: Seller Contacts the Treasurer

A seller must first contact the Treasurer who will confirm the seller is a paid-up member of the Society and collect a £1 listing fee for each lot to be sold. No other fees will be collected. The Treasurer will then ask the Market Manager to contact the seller.

#### Step 2: The Market Manager Contacts the Seller

The Market Manager contacts the seller to gather the following information:

1. The country where the material in the lot is housed, alerting the buyer to possible shipping costs, taxes, and custom duties.
2. The lot's price. All lots must be priced below £50; lots of a higher value should be referred to the Auction.
3. A short description of the contents of each lot for publication on the market page, typically one or two lines of text but it may be as long as three lines. See Note 1 if your lot requires a more extensive description.
4. A single image of the lot's contents. See Note 2 if you want assistance preparing an image.

#### Step 3. The Seller Complies with the Manager's Requirements

The Society wishes to accommodate sellers by accepting images in one of two possible formats, a JPEG or a PDF. Sellers will most commonly meet the image requirement with a scan of the material as a single JPEG or a single PDF.

Note 1. If the material in the lot requires an extensive description, prepare a PDF containing the lengthier description and images of the lot's contents. Be sure to also prepare the short description mentioned above. Forward the short description and the PDF to the Market Manager. The Manager will indicate on the Market Page that more information is available in the image.

Note 2. The Auctioneer, at his discretion, may for a £3 fee offer sellers assistance in preparing a lot's image. Contact the Auctioneer for details.

#### Initialising a Dialog Between Seller and Buyer

If qualified, a buyer may offer to purchase a lot by clicking on the lot's price. This will activate the buyer's email client and prepare an email to be sent to the Market Manager. The lot number and the buyer's name will be in the email. The email is sent to the Manager who will forward it to the seller who can begin exchanging details with the buyer. Note especially that there is no recourse to the Society regarding any dispute or failure. Resolution of any problem resides solely with the buyer and seller.