

## **TERMS OF BUSINESS AND CONDITIONS OF SALE**

1. All items included within the sale are the sole property and of exclusive ownership of the vendor and are free from any outstanding finance or charges.
2. All items are offered subject to Gateway Auctions Conditions of Sale as printed in the sale catalogues and displayed on and around the sale site. Copies of the terms are also available upon request.
3. To allow sufficient lead-time for advertising, all entries to be included within the marketing campaign should be entered 14 days prior to the sale date. Failure to do so may result in the vendor's assets not realising the true market value.
4. Delivery of lots to the sale site should be carried out during our normal working hours of 8.30am and 5pm Monday to Friday. Deliveries made outside these hours must be made by separate arrangement only.
5. The vendor should be satisfied that their transport company has sufficient experience and knowledge in handling machines of this nature and all responsibility for the safe delivery of machines lie with the vendor.
6. Gateway auctions do not accept liability or responsibility for any accident, loss or damage from any cause whatsoever which may occur on or around the auction premises. Although our site is secure the vendor should be satisfied that the machines have sufficient insurance cover for theft and damages whilst they are held on our premises.
7. Gateway Auctions operate a VAT self-billing arrangement where by we collect the VAT on your behalf under our number. For this purpose would you kindly provide information requested in the attached letter and return this to us as quickly as possible. The self-billing agreement letter may be sent either in its existing form or alternatively the text may be incorporated onto your own letter headed paper.
8. The entry form is to be completed by the vendor giving as much detail on the items to be entered as possible. Although this will not be used in the catalogue, it will help for advertising purposes and enquires. There is also a section for you to place a reserve price on machines if so requires.
9. A commission rate agreed with yourself will be charged on all lots placed in the sale.
10. A MINIMUM COMMISSION OF £25 SHALL BE CHARGED TO ALL CLIENTS
11. Client ID number (available from Gateway upon request) shall be written on all entries