

Liberty Ski Patrol Ski Swap

15944 Luanne Drive, Gaithersburg, MD 20877

October 23, 2021 Drop off items between 12 – 6 pm (by appointment only)
October 24, 2021 Sale time 8 am – 3 pm
October 24, 2021 Pick-up unsold items 3 – 5 pm

Rain Dates

October 30, 2021 Drop off items between 12 – 6 pm (by appointment only)
October 31, 2021 Sale time 8 am – 3 pm

How Do I Sell My Stuff?

In order to participate in the swap and provide safety related to COVID 19 pandemic, we are asking all participants to:

- Pre-register for the event at our [swap site](#)
- After login to the system, select a time on October 23, 2021 between 12 pm and 6 pm to drop off consignment items for the sale.
- Enter the details of the items to be sold into the system, print tags and tag items for the sale. (see instructions that follow)
- Drop off consignment items on October 23, 2021 at your selected time.

How much do I get for my items?

Commission is 20% (you keep 80%). Consignors are required to make their sales tags at home, tag their items and then drop their sellable goods off between 12 - 6 pm on October 23, 2021. Need: printer and white heavyweight 28 lb or 32 lb / index paper.

What requirements do you have?

- 25 items limit per customer
- Items cannot be more than 8 years old
- Prices cannot be changed after items are checked in (whole dollars only)
- Items cannot be removed once consigned until the pickup time listed above
- Good quality ski, snowboard or snow sport related items
- Swap staff reserve the right to refuse damaged/obsolete items at check-in
- Items without tags cannot be sold – please be sure to affix the tags carefully
- You understand that all parties involved will not be held responsible for lost items.

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How/When do I know if my items sold?

By registering with our swap sale system, you can log back into your account and obtain updates on the status of items sold throughout the day. The system is real time and will provide you with details related to what items sold and what items remain unsold by using the Sales Reports option under the consignor menu

How/When do I get paid for the items that sold?

A check will be mailed to you for the value of the items sold, minus the swap fee. You will receive this check to the mailing address you provided during your registration process in about 2 weeks.

How/When do I recover my unsold items?

Ski swap sales hours are 8 am – 3 pm. You will need to come and retrieve your unsold items between 3 and 5 pm. Remaining items are considered donated.

What should I do if I cannot find my unsold items?

Please understand that we will not be held responsible for lost items, however contact one of our swap coordinators immediately and we will assist you with locating unsold items.

What should I do if I don't get paid for sold items (after 2 weeks)?

Please contact us via email: accounting@skicenterltd.com

Liberty Ski Patrol Swap Instructions

RETURNING SWAP CONSIGNORS LOGIN INSTRUCTIONS

1. If you participated in the 2020 Ski Swap, your account will still exist in the system. Your account was set up using the first initial of your first name, first initial of your last name and the last four digits of the phone number you entered into the system. If you cannot remember your password or user name, simply use the I FORGOT button to reset your password.

Home
Items
Join
Contact

ConsignorID:
JK1101

Password:
.....

Login I Forgot

Welcome

WINTERS C...

Proceeds from
Please note th...

This community event is th...
winter accessories and more! P...

You'll find the largest nam...
or Come s...

2. I FORGOT window – Enter your email to have reset information sent to you

Forgot Your Password?

To get your new password, please enter your email address or file and click the 'Send Password' button.

Email address:
.....

Last 4 digits of cell or home phone (Optional)
.....

Note: Please make sure your mailbox is not full and that you check your SPAM filter after sending request.

Send Password

Close Window

After you login, skip to step 7 to continue. New users, continue to step 3 to register to use the system.

Liberty Ski Patrol Swap Instructions

NEW SWAP CONSIGNORS LOGIN INSTRUCTIONS

3. Register to use the system by clicking on the JOIN button shown below at our swap site:
<https://www.myconsignmentsale.com/index.php?SaleName=scss>

LOVE OF GREAT THINGS: FISHING, TRAVEL, FISHING, Soloman, Patagonia, Helly Hansen and much more!

If you are interested in selling equipment and clothing please keep reading!

****** OUTLOOK AND HOTMAIL USERS PLEASE READ ******

We have identified a programming issue which prevents Outlook and Hotmail users from receiving the confirmation email sent after registering with this system. If you use one of these providers, please click the JOIN button below. Complete the registration form and submit your information. After the submission is accepted, return to the homepage and use the "I Forget" button. This will complete your registration and have a password sent to you via your browser. If you run into any problems after following these instructions, please contact us using the CONTACT link on the menu on the left hand side of the application.

[Privacy Policy](#)

Click to Join!

Locations and Dates

Sale Location:
Ski Center Ltd
12344 Luarnie Drive

4. Please enter your name, address, phone and email so that we can mail you the check or contact you if there are issues (NOTE: Your information will not be sold – see our privacy policy on our website):

Welcome to the Ski Center Ltd Ski Swap Sale!

Fill in this form to join the Ski Center Ltd Ski Swap.

First Name:

Last Name:

Address:

City:

State: Alberta

ZIP:

Home Phone: Format: 865-221-1234

Cell Phone: Format: 865-221-1234

Email address:

Retype Email address:

Mailing List:

Referred By:

Notes:

Please read the following agreement, check the box to agree, and click the Create Account button.

Liberty Ski Patrol Swap Instructions

5. You must agree to the terms of service to participate. Please review and check the box shown

Please read the following agreement, check the box to agree, and click the Create Account button.

Terms of Service:

As a consignor to the Consignment Sale, I agree to the following:

1. I have reviewed the latest list of recalled children's products and toys at (see product category) www.ctpsc.gov and will make sure that I do not knowingly include any items on this list in the sale.
2. All items are in good condition, free of rips, stains and tears and are ready for resale. All clothing except maternity is on children's hangers as required. Onesies should be in Ziploc bags. Shoes should be connected or in Ziploc bags to prevent separation.
3. Consignor will receive 80% of the proceeds from the sale of each item sold if they enter items themselves.
4. You must sign up for a drop off date and time before you will be allowed to enter any items into our system
5. Consignor will make arrangements to pick up any unsold items after the sale. Any unclaimed items will be donated to a local charity.
6. Your check will be mailed approximately two week after the sale.
7. Proprietors of the sale or the location will not be held liable for any loss or damage to the items from any cause whatsoever, including, but not limited to flood, fire, or theft.

I have read and agree to the Terms of Service.

Create Account

6. You will be sent an email to confirm your account. Please click that link to finish up your registration and login.

NOTE: If you use Outlook or Hotmail, you will not get that email. You will get an error message like the one below saying the "email send failed". Your user name and password will display on the screen. Please write down your user name and password and proceed with login.

Ski Center Ltd Ski Swap

Your account was successfully created...

Email send failed.

Here is your login information. Please write it down and keep it secret.

<https://www.myconsignmentsale.com/scs>

ConsignorID: JK3700
Password: [REDACTED]

Note: After you login, you should change your password by clicking the Edit Account link on the left sidebar.

Liberty Ski Patrol Swap Instructions

7. You will be directed to the DROP OFF / PICK UP menu option immediately after you login. Please select one of the times available to drop off your items. Simply click on the RESERVE button for the time slot you would like. Each drop off time has 25 spots. If you see the spots is zero, please select another time. You will not be able to consign items until you select a drop off time.

Drop Off / Pick Up Reservations				
Here are the Drop-Off and Pick-Up dates and times:				
Drop Off: Sat, November 07 2020 - 03:00 PM to 06:00 PM				
Pickup: Sun, November 08 2020 - 04:00 PM to 06:00 PM				
Information	Date	Time	Spots	Reserve
Drop-Off Reservations				
Drop-Off - Due to COVID-19 concerns we will be limited each drop off time frame to 15 people. Please have all your belonging tagged and ready upon arrival.	Sat, Nov 07, 2020	03:00:00 PM to 03:30:00 PM	24	<input type="button" value="Reserve"/>
Drop-Off - Due to COVID-19 concerns we will be limited each drop off time frame to 15 people. Please have all your belonging tagged and ready upon arrival.	Sat, Nov 07, 2020	03:30:00 PM to 04:00:00 PM	25	<input type="button" value="Reserve"/>
Drop-Off - Due to COVID-19 concerns we will be limited each drop off time frame to 15 people. Please have all your belonging tagged and ready upon arrival.	Sat, Nov 07, 2020	04:00:00 PM to 04:30:00 PM	25	<input type="button" value="Reserve"/>
Drop-Off - Due to COVID-19 concerns we will be limited each drop off time frame to 15 people. Please have all your belonging tagged and ready upon arrival.	Sat, Nov 07, 2020	04:30:00 PM to 05:00:00 PM	25	<input type="button" value="Reserve"/>
Drop-Off - Due to COVID-19 concerns we will be limited each drop off time frame to 15 people. Please have all your belonging tagged and ready upon arrival.	Sat, Nov 07, 2020	05:00:00 PM to 05:30:00 PM	25	<input type="button" value="Reserve"/>
Drop-Off - Due to COVID-19 concerns we will be limited each drop off time frame to 15 people. Please have all your belonging tagged and ready upon arrival.	Sat, Nov 07, 2020	05:30:00 PM to 06:00:00 PM	24	<input type="button" value="Reserve"/>

WANT TO CHANGE YOUR TIME? You can modify this drop off time by logging into the system and returning to this page. You will see a button where you can “unjoin” from your reservation and select another time.

Liberty Ski Patrol Swap Instructions

8. After you have selected a drop off time, click on the Consignor item

Drop Off / Pick Up Reservations

Here are the Drop-Off and Pick-Up dates and times:

Drop Off: Sat, November 07, 2020 - 03:00 PM to 06:00 PM
Pickup: Sat, November 08, 2020 - 04:00 PM to 06:00 PM

Information	Date	Time	Spots	Reservable
Drop-Off Reservations Drop-Off - Due to COVID-19 concerns we will be limited each drop off time frame to 15 people. Please have all your belongings tagged and ready upon arrival.	Sat, Nov 07, 2020	03:00:00 PM to 03:30:00 PM		Reservable Unjoin from Reservation
Drop-Off - Due to COVID-19 concerns we will be limited each drop off time frame to 15 people. Please have all your belongings tagged and ready upon arrival.	Sat, Nov 07, 2020	03:30:00 PM to 04:00:00 PM		
Drop-Off - Due to COVID-19 concerns we will be limited each drop off time frame to 15 people. Please have all your belongings tagged and ready upon arrival.	Sat, Nov 07, 2020	04:00:00 PM to 04:30:00 PM		
Drop-Off - Due to COVID-19 concerns we will be limited each drop off time frame to 15 people. Please have all your belongings tagged and ready upon arrival.	Sat, Nov 07, 2020	04:30:00 PM to 05:00:00 PM		
Drop-Off - Due to COVID-19 concerns we will be limited each drop off time frame to 15 people. Please have all your belongings tagged and ready upon arrival.	Sat, Nov 07, 2020	05:00:00 PM to 05:30:00 PM		
Drop-Off - Due to COVID-19 concerns we will be limited each drop off time frame to 15 people. Please have all your belongings tagged and ready upon arrival.	Sat, Nov 07, 2020	05:30:00 PM to 06:00:00 PM		

9. Click on Add Items menu option

Ski Center Ltd Ski Swap

Welcome Back!

>Consignor Notes!< +

— Terms of Service —

- [Show All Notes](#)

Getting Started

In order to sell items at our sale, they must be steps [and read the **HELP!** file](#) before you go

1. [Adding items](#) is very easy! The [Add Item Note](#): Clearing the 'Dis' (for Discount) b reduced priced sale.
2. [List your items to make changes](#). The [Li](#)
3. Once your items are added and ready, [E](#) items. The [Print Cards Helpfile](#) will give

Liberty Ski Patrol Swap Instructions

- Proceed with entering the items and descriptions of the items you wish to sell by filling out all the appropriate information. If you want to donate left over items, click the "D" column check box. This means donate and you do not intend on coming back for the item. Please also enter an amount you would like the item sold for. We suggest you look at ebay for comparable pricing for your item. You can add up to 25 items before needing to save.

Add Items

HELP

You currently have 2 items available and can add 28 more.
Minimum asking price is \$.50, price increment is \$.50.

#	Item Name (40 Characters) Required)	Gender	Size	Type	Size	Length	Price	Dis	D	Qty
1.	Item Name (required)	Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1
2.		Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1
3.		Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1
4.		Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1
5.		Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1
6.		Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1
7.		Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1
8.		Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1
9.		Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1
10.		Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1

No items will be entered in any reduced price sale.

Add Items
Add Items and Print

Liberty Ski Patrol Swap Instructions

11. Once all the items are listed, click the ADD ITEMS and PRINT button

Add Items

HELP!

You currently have 2 items available and can add 28 more.
Minimum asking price is \$5.50, price increment is \$.50.

#	Item Name (40 Characters) Required!	Gender	Size	Type	Size	Length	Price	Dis	D	QTY
1.	test 1	Boys	S	Jacket			10	<input type="checkbox"/>	<input type="checkbox"/>	1
2.	test 2	Men	XL	Pants			15	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1
3.	test 3	Both		Skies		180 - 184	80	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1
4.	test 4	Both		Boots	26.5 (8.5 men/9.5 women)		95	<input type="checkbox"/>	<input type="checkbox"/>	1
5.		Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1
6.		Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1
7.		Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1
8.		Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1
9.		Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1
10.		Both		Skies				<input type="checkbox"/>	<input type="checkbox"/>	1

No Items will be entered in any reduced price sale.

Add Items
Add Items and Print

12. Click the button to print all available cards.

Print Cards

HELP!

Please be sure to click the new 'Print' button when your cards display. Please read the [Print Cards Help](#) file for more info.

Note: You have 6 unprinted cards.

admin Demo Sale Boys All Sizes

Standard Card

X

Donate: Yes  Item: 1 \$5.00

Order: Newest First Font: Verdana





Print All Available Cards Print Only Unprinted Cards

Note: You have 6 unprinted cards. Clicking 'Print Only Unprinted Cards' will clear their 'PC' (Print Card) checkboxes.

Add More Items

Liberty Ski Patrol Swap Instructions

13. Press the PRINT button on the page that will open to print the tags. You will want to print on 28 lb or 32 lb paper to ensure that tag is not too flimsy

		Print			
JK1101	Ski Center Ltd Ski Swap	Boots	JK1101	Ski Center Ltd Ski Swap	Skies
test 4		test 3			
					
Donate: No	Item: 7	\$95.00	Donate: Yes	Item: 6	\$80.00
JK1101	Ski Center Ltd Ski Swap	Men XL Pants	JK1101	Ski Center Ltd Ski Swap	Boys S Jacket
test 2		test 1			
					
Donate: Yes	Item: 5	\$15.00	Donate: No	Item: 4	\$10.00
JK1101	Ski Center Ltd Ski Swap	Women Boots	JK1101	Ski Center Ltd Ski Swap	Women M Jacket
Atomic Hawx 80		Spyder Pink/White Ski Jacket (size 12)			

14. After printing, you can close the window.

- a. Cut the tags apart
- b. Insert the tags into a pouch or zip lock bag.
- c. Tie the pouch/bag using a rubber band, twist tie or zip tie to each article ensuring that you coordinate the tag properly to the item.
- d. Please make sure the tags are secure as people will be trying on or moving around your items.

NOTES:

You may go back and edit the price or list of items as much as you want. Simply log back into the system.

- a. To add more items, go back to step 6 and repeat the process.
- b. To edit items you already entered, click the Consignor menu option and then click List Items option. There will be a "pencil" icon you can click on to edit the items information. Be sure to press the "UPDATE ITEM" button if you make any changes BEFORE you click the close window button. You can also reprint the card for that item after you edit that item.

During the sale you can monitor your items progress by logging bank into the system, clicking on the Consignor menu and clicking on the sales reports.

Please contact accounting@skicenterltd.com with any questions.