

# 2025 Ski & Sports Swap SELLER'S INFORMATION



## SKI & SPORTS SWAP SALE TIMES

### **Friday, November 7th**

- \* VIP Entry 4:30 – 5:30P (must purchase pass in advance at [lovgov.org/webtrac](http://lovgov.org/webtrac))
- \* General Admission Entry 5:30-8:00P

### **Saturday, November 8th**

- \* General Admission Entry 9:00A-1:00P
- \* LAST CHANCE Closeout Sale Hours 12:00-1:00P
- \* NOTE: Participation in Saturday's Closeout Sale is OPTIONAL and requires specific notation on your tags.

## PLEASE READ EACH ITEM BELOW CAREFULLY

- \* We will not allow the sale of any skis/bindings that do not meet current safety standards.
- \* Staff reserve the right to refuse any items that are in disrepair, dirty, ripped, stained or those that do not fit into an appropriate sports gear/equipment category (e.g., toys, shoes, clothing, etc.)
- \* All items left past 3:00P on Saturday, November 8th will be donated. **NO EXCEPTIONS**
- \* Loveland Parks & Recreation Department retains a percentage of each sold item.
- \* You may choose to donate 100% of the money earned from sold items to the Loveland Parks & Recreation Foundation to support local youth participation in recreational programming.
- \* No returns or refunds are accepted through the Loveland Parks & Recreation Department, however individual sellers ARE responsible for returning a buyer's money in full IF the equipment sold to the purchaser is unable to be repaired by a licensed ski technician.
- \* The Loveland Parks & Recreation Department is not responsible for items that are lost or stolen during the sale, or for items that are not picked up after the event during scheduled pick-up times.
- \* Inventory sheets will be reviewed upon completion of the event and checks will be mailed within four weeks after the event.

## PERCENTAGES EARNED

Volunteer to help and earn a higher percentage.

- \* Earn 75% no volunteer shift
- \* Earn 80% with one 3-hour shift
- \* Earn 85% with two 3-hour shifts

Register to volunteer at <https://cerv.is/0027x2078>

Cont. on back

Visit [lovgov.org/skiswap](http://lovgov.org/skiswap) to download forms. Call 970.962.2446 for more information.

## PREPARING ITEMS

- ✳ Before you tag and price your items, **please make sure it is clean, properly working and in good condition.**

- ✳ List all items on a Seller Inventory Sheet. If you have multiple inventory sheets, please staple them together and ensure your full name is on the top of EVERY page. PRINT ALL INFORMATION LEGIBLY!

- ✳ Complete each tag following example/instructions found on the back of this form.

- ✳ Make sure your tag can be matched with the item in case they get separated.

- ✳ It is highly encouraged that you fill out all tags and inventory sheets ahead of time. Inventory sheets & tags can be picked up at the Chilson Center front desk, forms can be printed online at [www.lovgov.org/SkiSwap](http://www.lovgov.org/SkiSwap).

Item #	Brand Name	Item Description	Size	Regular Price / Closeout Price*** (Closeout Price Optional)	To be donated? (mark w/ a ✓)
1	The North Face	Red Ski Jacket	W Med	\$20 / \$12	
2	Salomon	Alpine touring ski boot - black/charcoal	26.5 (W 9.5)	\$40 / \$25	✓

Doe, Jane
Item #1
Red Ski Jacket
Women's - Size M
\$20 / \$12

Doe, Jane
Item #2
Salomon Alpine touring ski boot
Women's 28.5/9.5
\$40 / \$25

## TAGGING YOUR ITEMS

- ✳ Securely attach all tags to your items. For skis, snowboards, and other flat items it is preferable that you secure your tag with tape. Be sure the tag is visible and legible.
- ✳ Clothing – please bring your items already on hangers. Holding item facing you - hang items with the hanger opening to the left, like a question mark and tag on the right side. Try to attach tag in a seam or armpit area to avoid damaging the product.
- ✳ Tie all boots and shoes together, and secure tags with string or tape.



## ITEM DROP-OFF

Bring all completed forms and items to be sold to a check-in table where staff will double check your inventory sheets & tags and have you sign a Seller's Waiver.

**Thursday, November 6<sup>th</sup> - 3:00P – 6:00P**

- ✳ **no oversized items** like bikes, kayaks rooftop boxes
- ✳ look for check-in signs for drop-off location at Chilson Recreation Center

**Friday, November 7<sup>th</sup> - 9:00A - 2:00P**

- ✳ Check-in Location: Chilson Recreation Center **Gymnastics Room** (unloading zone designated on 4<sup>th</sup> street, enter Chilson from Fourth St. glass doors)

## UNSOLD ITEM PICKUP

- ✳ Pick-Up Time: Saturday, November 8<sup>th</sup> from 1:30-3:00P, anything left past 3:00P will be loaded on the donation truck. NO EXCEPTIONS
- ✳ Location: Chilson Recreation Center - Gymnastic Room
- ✳ Staff will review your inventory sheet with you for sold/unsold items. Sellers are responsible for locating unsold items on the sales floor. Finalize the check-out process by bringing remaining items back to a staff member.

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