



**Thank you for choosing Columbia Sports Cards to consign your trading cards!**

This form is to help guide you through our consignment submission process and provide Columbia with the proper information for the items in which you are submitting.

Please choose the payment method that you prefer upon the closing of your auctions

\_\_\_ - Paypal (email address - \_\_\_\_\_)

\_\_\_ - Check

**Columbia Sports Cards Consignor Information**

Name (First, Last): \_\_\_\_\_

Street address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

(by signing above you agree to the terms of this agreement)

## Single Card Consignment Rates:

<u>Final Sale Price</u>	<u>Rate</u>
Under \$499.99	20%*
\$500 - \$999.99	18%*
\$1,000 - \$4,999.99	15%*
\$5,000 - \$9,999.99	10%*
\$10,000 +	6%*

\*\$.75 listing fee added to each card.

- The rates shown above are for items consigned with Columbia Sports Cards. Columbia pays all eBay, Paypal and shipping fees. The consignor of each card will receive the final price less the consignment fees shown above.
- Each individual card we list will be in auction format with an opening bid price of \$1.99.
- All auctions will be launch at a minimum of 7 days in duration.
- Consignment rates are the same for each card regardless if the card is raw or graded.
- All payments to consignors will be made via Paypal or check on the 1<sup>st</sup> and 15<sup>th</sup> of the month (please allow up to an additional 7 days for a check).
- Columbia reserves the right to reject any submission at our discretion. This can include items in less than sellable condition or items of low sales value which likely would not garner a bid or not suitable for auction.

- Any items that do not receive a bid at auction will be relisted a second time. If they do not get a bid on the second time as well, they will become property of Columbia Sports Cards and not be relisted again.
- While we make every effort to make sure all items are paid for, there are many factors that can be out of our control when it comes to non-paid items and returns. In the event of a non-paid item or return, items will be automatically relisted with 14 days.
- If an item is subject to eBay's Authenticity Guarantee program, Columbia reserves the right to without payout of any item until it has pass the authentication process. If an item does not pass the authentication process, it may be returned to the consignor.

### **Packing and Shipping**

Please ship all items in a protective case and/or sleeve. After you put the cards in toploaders, we do suggest that further put the item in a team bag to prevent any possibility of the card(s) from being thrown around during shipping.

Shipping Services : We recommend shipping large lots of items in USPS Priority Flat Rate Boxes. This will minimize shipping costs and allow for a larger amount of cards to be submitted at a minimal shipping cost. Expedited services with tracking and signature delivery are always preferred for security and speed.

## **Consignment Process Summary**

- Print and fill out Columbia's Consignment Form
- Pack items per Columbia's packing instructions on the consignment form.
- Ship items with Columbia's consignment for enclosed
- One Columbia receives your items, we will notify you via the email address attached to this form.
- Allow 7-10 days for Columbia to process your items and have your live auctions up. You will be notified by email when each of your auctions has gone live.
- Payments are processed on the 1<sup>st</sup> and 15<sup>th</sup> of the month. If your auction is paid for with 4 days of the payout period, you will be paid on the following payment date. For example, if your auction item is paid for on the 13<sup>th</sup> of the month, your payment to you will be processed on the following 1<sup>st</sup> of the month.

Thank you for trusting Columbia for your consignment needs. If you have any questions, please feel free to reach out.

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