

How to consign to Classic Auctions

4 easy steps

Step 1

Decide which item or items you would like to consign, print and fill out the form "Details on items shipped on consignment" that you will find on page 2-3 of this document.

Step 2

Package everything properly in a box with the form "Details on items shipped on consignment". Print the "Shipping label" on page 4 of this document and stick it on your box.



Tips

- Make sure you choose a box that will leave some space for proper wrapping protection for your items.
- If needed, don't hesitate to write "FRAGILE" on your box
- If you need help packaging your items, you can visit any UPS STORE. They can package your items for a fee.



Step 3

Choose an appropriate service provider, fill the paperwork and ship your box! Don't forget to choose a service based on the size of your box and your budget.

Tips

- The easiest way to ship your items from the USA is definitely with USPS. The service is safe and effective.
- If you are from Canada, we recommend Purolator or Canada Post.
- Ship with a tracking number and follow your package.
- Remember : the faster the better. Always ship with a fast service if you can afford it.



USA and International consignors

Please note that we have an agreement with the **Canada Border Services Agency** in regards to the items that are sent to us in Canada. In order to get your items to us rapidly and with a minimum of fees, make sure that you inscribe on your custom declaration that the item is sent for consignment and put the value equal to the starting price in the auction. Also, make sure that you inscribe the HTS number 9705.00.00.90 under your described items on your custom declaration. This will classify your items as collectible pieces and should then be duty free.

Step 4

Sign the consignment agreement. Once we finalize your contract with the items that you sent to us, we will mail you a consignment agreement for you to sign. **Keep the pink copy and send us back the yellow one.**

That's it, you're done!



Please refer to the 'More details on how to consign to Classic Auctions' document if you need more details on each step. Don't forget that we are also just a phone call away 1-450-638-7058.

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info@classicauctions.net www.classicauctions.net



COMPLETE THIS FORM AND SEND IT ALONG WITH YOUR ITEMS

Details on item shipped for consignment

In order to monitor all items that are shipped to our premises for consignment, we need you to take a few minutes to fill out the required information below. We receive shipments from clients all around the world so completing this list is a crucial step in ensuring that your collectibles are accounted for properly.

Thank you for trusting us with your collectibles!

1. Personal information

Full name	
Street address	
City	
Province / State	
Country	
Telephone #	
Cellphone #	
Email	

2. Items *(details of collectibles to be consigned)*

Commission agreed upon <i>(if applicable)</i> :	%
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Description of your item(s)	Quantity

Shipping label

Print it, cut it and stick it on your box.

You will also need to put our address on the paperwork at the service point of the shipping company that you will choose. Use this address as well

Classic Auctions Inc.
Attn: Auction manager
215 St-François-Xavier #104
Delson (Qc) J5B 1X8
Canada