

Pricing

For security reasons, the following guidelines should be observed in pricing and tagging all items in each booth or case space:

1. All Vendors are required to use New Paris Antique Mall price tags provided without charge.
2. A tag must be placed all merchandise as well as on all items that are for display only such as display fixtures, plate holders, doll stands, etc. Items not for sale should be clearly marked "NFS" or "Display Only."
3. Each tag must include the Vendor's booth number, price, brief description, and inventory number:
 1. To prevent tag altering, each price must include a dollar sign and decimal points (or two zeros over a line). Prices should be clear and legible and mistakes or price changes should not be marked over. In such cases, a new tag should be made.
 2. The inventory number should start with the Vendor's initials as a double safeguard for receiving proper credit for sales. For instance, a Vendor named Keith Kelley selling item no. 1500 should mark his item number as KK1500.
 3. Include an accurate description of each item on the tag (tags without descriptions can be easily switched). Give as much information as possible on descriptions including date and location item was made, if known.
 4. Tags **MUST** clearly state the condition, if the item is damaged. Any repair or alteration of the item must also be noted, including replaced hardware, mirrors, or glass on furniture. Nonworking mechanical and electrical items must also be noted.