

Canadian Antique Phonograph Society Online Auction (Members Only)

Terms and Conditions

The Canadian Antique Phonograph Society (CAPS) is providing a service to its members by including an online auction in its meetings (on the Zoom platform) for the purpose of facilitating the buying and selling of permitted items between members. The auction is for CAPS members only, meaning that items for auction will only be accepted from members, and that only members may bid.

Only items relating to antique/vintage recorded sound will be accepted for CAPS auctions, including:

- Phonographs
- Phonograph parts
- Lots of 1-5 disc records (not boxes of 78s)
- Cylinder records
- Needle Tins
- Ephemera (e.g. advertising material, paper, signs, books)

Submitting an Item

You will receive the first advance notice of an online CAPS meeting three weeks before the meeting. It will include the date by which information must be received for your item to be included in the auction.

If you have an item you wish to submit for auction, **email the following information about the item** to Bill Pratt at info@capsnews.org before the deadline:

1. a detailed **description**, including all parts
2. the overall **condition**, including any non-original parts, using the following terms
 - Excellent (original condition)
 - Very Good (original condition, shows minimal wear)
 - Good (shows wear from normal use)
 - Fair (some parts well worn, possible reproduction parts)
 - Poor (incomplete, extensive wear, needs work)
3. the **location** (city, province)
4. whether **pickup** is available (yes / no)
5. whether **shipping** is available (yes / no)
6. a **reserve price** (*optional*)
7. your **name**, **email address** and **telephone number**
8. one or more **high-resolution photographs**

The information and photograph(s) of your item will be added to the auction listing. Once you receive confirmation that your item has been accepted, it cannot be withdrawn.

An email will be sent to all members one week before the meeting that includes a link to the listing and instructions for joining the online meeting, i.e. the date, time and the URL that you will click to access the CAPS Zoom meeting through your browser.

Auction Procedure

On the day of the meeting, the agenda will follow the same format as a CAPS in-person meeting and the auction will take place following the presentation(s).

Items for auction will be presented in the order in which their submissions were received. The auctioneer will present the photograph(s) of the first item and read the description provided. He will advise the name and location of the seller, and whether the item is available for pickup only or also for shipping. The condition of the item and the contact details of the seller will appear on screen with the description and photograph(s).

If shipping of an item is available, shipping costs will be borne by the winning bidder. Bidders may enquire about the packed size and weight of an item before the auction in order to get an approximate idea of shipping costs.

The auctioneer will suggest an opening bid. A bidder may bid by identifying themselves and stating out loud, "I bid \$." or by typing a bid amount in the Chat box on the Zoom screen. All members will be able to see and/or hear the bid and another bidder may enter a higher amount. The auctioneer will announce the bids and continue to seek higher bids until any reserve price is met and no more bids are forthcoming. At that point he will announce, "SOLD".

The auctioneer will advise the buyer to note the seller's contact details from the screen, or get the information from the web page auction listing, and to contact the seller to make payment and delivery arrangements. CAPS will accept no responsibility for any arrangements between buyer and seller after facilitating the auction bidding process and advising contact details.

If the owner has set a reserve price on the item and that price is not met with the final bid, the auctioneer will then announce the reserve price, so that members may make contact with the owner after the auction.

At the end of the auction the auctioneer will ask all members if there are any particular items that they are looking for, e.g. phonographs, parts, records, as a further means to facilitate buying, selling and collaboration between CAPS members.