

Tool Sale Policy

Overview

This section outlines what WWGofGA can do to assist you. Woodshop contents can be complicated. It is challenging to understand the functions and values of specialized tools, various accessories, antique tools, exotic woods, and other items.

We have an experienced team of woodworkers who help those in need address these concerns. If the shop is in the Atlanta metro area a Guild representative can visit the shop, conduct a brief survey of the contents, advise you as to the value and demand for the equipment, tools and materials and explain how we may be able to assist you.

WWGofGA is a 501(c)(3) non-profit organization and, if the contents are suitable, we can accept donations. For additional information please email our Tool Director at tool-director@wwgofga.com.

1. Donations to our Guild of woodworking tools in working condition can be accepted if the shop is in metro Atlanta. WWGofGA will remove all the donated items from the shop and leave it in clean, orderly condition. We will not be able to assist with disposition of items unrelated to woodworking. Donated tools may be used to support the development of our Education Center or sold to WWGofGA members as appropriate.
2. If you prefer to sell the contents of the shop, and the contents are suitable for WWGofGA to sell on your behalf, we will prepare the shop for a sale in place, schedule and advertise the sale with your approval, conduct the sale, collect and account for payments received and clean up afterwards. Disposal of unsold items not donated to the Guild will be the responsibility of the estate.

Compensation

We typically collect a modest fee for assistance with a tool sale. For most services, we charge 15% of the proceeds from a sale for Guild members, and 20% for non-members.

If you desire to work with the WWGofGA to conduct and tool sale, you will be asked to sign a brief Memorandum of Understanding (MOU) stating the rights and responsibilities of each party.

Tool Sale Process

Guild representatives will:

1. Consult with the tool owner or estate representative to understand the shop space, equipment, and materials to be sold.
2. Develop a schedule agreeable to both parties for sale preparation and execution.
3. Begin the tool sale process by making an inventory of the contents of the shop and organizing items into categories; for instance, large power tools standing on

the floor, bench mounted and portable power tools, hand tools, fasteners and finishing supplies, clamps, fixtures, accessories, and jigs.

4. Arrange items of similar nature together, with small items on tables for display and large items placed for easy inspection. If available, place instruction manuals with all power tools.
5. Price all items in advance and label with secure price tags. Tool prices are set by the Guild based on experience, the available local market, and past sales.
6. Discard clutter. It is best for someone not emotionally attached to the material to get rid of unsaleable items such as scraps of wood, loose fasteners, partial cans of finishing materials and damaged tools.
7. Evaluate lumber which falls into one of several categories:
 - a. **Furniture grade** – hardwood lumber (e.g., maple, oak, walnut, cherry, mahogany), veneer plywood and larger pieces of furniture grade hardwood are usually saleable.
 - b. **Construction grade** – decking material, plywood, MDF, molding, 2x4s, 2x6s, and other soft wood material may be saleable, but is not preferred by most woodworkers
 - c. **Shorts & Cut-Offs** – Hardwood pieces less than 3 feet long. Small hardwood pieces are usable by wood turners for pens and other small items. Woodworkers can make use of shorter boards for building small projects such as boxes.
 - d. **Milled hardwoods** – $\frac{1}{4}$ " to 1" thick, widths from 3" to 12", and lengths from 2' to 8' are of value to woodworkers if it is free of bug damage, nails, and deep cracks. Small pieces of exotic species and figured hardwood are desirable for wood turners. Wood veneers are desirable if in good condition and stored properly.
 - e. **Blocks of wood for turning and carving** – may be green or dry, large blocks, half or full logs, burls, squares, rounds, etc. It should be sealed with wax on the end grain and free of deep cracks.
 - f. **Spalted wood** – (caused by fungus) is valued if the wood is not too soft.
8. Advertise the sale on Craigslist and via Guild social media accounts such as Facebook and Instagram, with a brief description of each item for sale (model numbers are helpful), starting and closing times, location and a clearly defined cash and carry policy. High value tools can be advertised on eBay. Place posters announcing the sale in your neighborhood a few days before the sale.
9. Work with you in advance to decide what the policy for bargaining will be and who will represent the Guild in these discussions.
10. If possible, setup the location so that physical access is limited to a single entrance.
11. Do not permit entry before the starting time. If possible, keep the door closed until starting time.
12. Set up a table in a secure spot for checking out purchases and taking payments.
13. Have a supply of small bills for making change.
14. Make it clear that buyers are responsible for removing purchases at the time of sale except by special arrangement with the seller.

15. Move as many non-sale items as possible from the sale area and clearly identify remaining items in the sale area that are not included in the sale.
16. Post-sale finances are tabulated, and proceeds distributed.

Advice for our Members

We will all eventually reach a point when we are no longer able to do woodworking. If you are not present to direct the disposition of your tools and supplies, your family may be left to complete this task at a stressful time.

You can make things far easier for your family by providing some guidance now. Any advice you give them in advance about your preferences for the disposition of the contents of your shop, an accurate inventory of the contents and estimates of the value of your tools will be helpful. This listing can also assist with insurance issues while you are still using your tools. The inventory should be done in writing and include pictures or videos. A simple Excel spreadsheet that you can customize to meet your needs is downloadable [here](#) as a starting point for your inventory.

Maintaining receipts and any appraisals for special items you may have can also be very useful.

You might also consider including directions about the disposition of your shop in your will. Directions could designate specific items to be given to special individuals or specify organizations to receive a donation. Of course, you should consult an attorney to be sure your instructions meet the legal requirements for a will. As an option, WWGofGA members may name our Guild to receive a bequest of their shop's contents. WWGofGA would be grateful for such bequests in the future.

Additional resources that you may find helpful on this topic from the internet are shown below.

- <https://www.finewoodworking.com/forum/where-do-your-tools-go-when-you-die>
- <https://www.nixonpeabody.com/en/ideas/blog/trusts-and-estates/2018/07/17/how-to-handle-your-woodworkers-tools-and-equipment-after-death>

Tool Sale Staff Roles and Responsibilities

Sale Preparation

Tool Price Researcher-Conduct research on current market pricing of similar tools using sources such as eBay, Craig's List, etc. (typically done off-site weeks prior to the sale)

Tool Presentation Support-Assemble tables and other resources necessary to display items for sale

Pricing Support-Clearly label each item for sale with a price

Advertising Leader-Coordinate communication of Tool Sale details with social media platform posts as well as a Craig's List listing in the two weeks prior to the sale.

Day of Sale

Advertising Leader-Place signage advertising sale near the sale site. Create and set-up a display advertising the Guild to Tool Sale customers. Provide brochure that features the Guild website and how to become a member.

Cashier-responsible for the monetary transactions-receive payment for tools and make change as necessary-process credit card payments when available (could be a separate role/person depending on need). The role will be responsible for a cash box and acquiring change in advance of sales

Check-out Support-(Line Tenders) Assist Tool Sale customers with totaling up their purchase-Create simple bill of sale listing amounts of items purchased with a total at the bottom.

Sale Support-Assist Tool Sale customers with questions about items being sold, may include verification of tool operation, etc. Also arrange for any special parking instructions and communication of such to potential customers.

Loadout Support- Provide boxes and/or bags to facilitate item(s) removal after the checkout process is completed. Assist Tool Sale customers with removing their purchases from the sale site as needed.

Parking Coordinator-Provide Tool Sale customers with guidance on where to park to maintain access to the Sale site for the removal of large tools

All Guild members assisting with the Tool Sale shall wear their name badges, and if possible, a WWGofGA shirt to identify themselves as staff support for the Sale

Tool Sale Policies

1. All items sold 'as-is, where is" unless otherwise labeled
2. All items sold for price as marked unless otherwise approved by Tool Sale Coordinator or designee.
3. All items to be removed from site on day of sale unless otherwise approved by the tool owner and the Guild Tool Sale Coordinator or designee.
4. Moving or loading large/heavy items is the responsibility of the buyer, not our staff. Very limited help will be available for such moving or loading.
5. When credit cards are accepted, a price premium of 5% will be added to total purchase price for the privilege of accepting credit cards. This will cover the Guild's additional costs and provide an incentive to pay with cash or check.
6. Post statement that woodworking tools can be sharp and pose a hazard to all customers, especially younger ones
7. Access to the Tool Sale area will be controlled and begin promptly at the designated start time and not before.
8. Depending on the motivation for the sale and based on prior discussion with the tool owner, specific price discounts may be offered as the sale progresses, e.g., at 11:00 AM, there will be a 15% discount on all market prices. This will be done on an as needed basis to accomplish the Sale objective.
9. Post Guild information at the Sale to encourage potential members to join the Guild.