



**PRESERVE
PROTECT
PROMOTE
HOMESCHOOLING
IN MAINE**

Homeschoolers of Maine

HOME Used Curriculum Sale 2004

Date: Saturday, July 17, 2004
Time: 10am—2pm
Place: St. Paul's Center in Augusta

**Please read all information
in this packet before preparing
your items for the sale!**

Yes, there is a Used Curriculum Sale this year!

In the past, HOME has held a Used Curriculum Sale as part of our annual convention each spring. The event has always been a big success, and has become increasingly popular over the years. In order to provide greater opportunity and better service to even more homeschoolers, we have decided to move this event to a separate and more central location! This new location and time should help accommodate more homeschoolers in the state, and eliminate the long waiting lines of the past. In addition to a new location and date, we are also revamping the entire selling system. It should be MUCH easier for all sellers and workers as we will no longer be dealing with long lists and numerous item numbers! If you are a veteran seller—be sure to familiarize yourself with these new and improved rules. We are excited to present our Used Curriculum Sale as its own separate event for our state! Please help HOME by sharing this news with your friends, and plan to participate as a seller, a buyer or both! Make sure to share the Used Curriculum Sale information with all your friends too!

In this packet you will find information on . . .

- . . . selling your used curriculum
- . . . buying used curriculum
- . . . volunteering at the used curriculum sale
- . . . your master copy of the new **required** Used Curriculum Sale Tags

To purchase items at the sale. . .

- . . . you may use a check or cash, we are not equipped for credit cards
- . . . bring sturdy bags in which to carry your purchases
- . . . wear comfortable shoes and clothing
- . . . bring a list of needed curriculum

We would like to point out **IMPORTANT** changes in the Used Curriculum Sale from years past:

- **New Location**—St. Paul's Center in Augusta
- **New format**—no long lists of books that must be sent to us!
- **New sales tags**—you **MUST** use copies of our new Curriculum Sales Tag. See page 4
- **Sales money will be sent within two weeks to the seller.** We will NOT be giving out money at the sales. (Without the book lists as required in the past, we will not have the sales information in the computer. The computer will not be able to provide tallies and totals as at past sales.)
- **You may bring a friend's items to sell**—HOME must have a Sellers Release signed by the friend.
- **You will have 4 hours to shop**—this will be an intensive time of shopping. You will find it easier to concentrate if you can make childcare arrangements for your children.

**HOME is not responsible for lost, stolen,
or missing items at the Used Curriculum Sale.**

Directions to the St. Paul Center in Augusta

From the North take Exit 30 from the Maine Turnpike (I-95), and from the South take Exit 30-A onto Western Avenue. Drive approximately one mile to the rotary (traffic circle). Continue 3/4 around the circle to a one-way road. Take the left fork to State Street. Make a right turn onto State Street. The parking lot entrance to the Center is on the left (before you reach Green Street).

Driving Distances: Kittery - 57 miles, Freeport - 38 miles, Boothbay Harbor - 36 miles, Camden - 42 miles, Bar Harbor - 105 miles, Bangor - 76 miles.

NOTE:

HOME will hold a Getting Started Workshop at the Used Curriculum Sale.

Questions? Contact:

Bruce and Debbie Foss
40 Curtis Road
Freeport, Maine 04032
(207) 865-4007
Debbie@homeschoolersofmaine.org

2004 HOME Used Curriculum Sale—Selling Curriculum

HOME would like to thank you for your interest in participating in our Curriculum Sale 2004. The used curriculum sale is a highlight for many homeschoolers in Maine. It is also an easy method to support HOME. **Your participation as a seller is crucial to the event's success.** Your used books and educational materials may be just what another homeschooler needs! HOME will keep 20% of your sales to help finance the ministry to Maine homeschoolers. Please be sure to read over the instructions for selling as they have changed a great deal from past years.

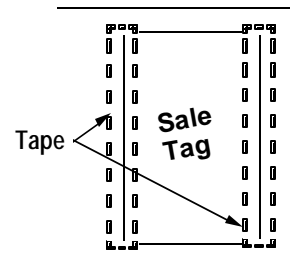
To participate you will need:

1. To Register by July 9, 2004
2. A Participant Number (provided by HOME)
3. HOME Used Curriculum Sale Tags properly filled in with your information—see page 4 (You must use a copy of these tags!)
4. A pen with black or blue ink.
5. A guesstimate of how many items you will be selling to be given to the coordinators.

It is very important that the following instructions are followed when selling your items

Before the sale . . .

- You must register by July 9, 2004 and receive a Participant Number
- You must tag your own items before delivering them to the sale.
- You must remove all old stickers from previous sales before putting on your new tags. (Check for old prices on the inside of the cover also.)
- You **Must** use a copy of the new HOME Used Curriculum Sales Tag. (Please see page 4 for the **required tags** to be used this year.) We recommend you copy the tags several times, write in all the information which will be the same on a number of tags (such as participant number, category, price, etc.) and then make as many copies as you need. (Each item will need two tags.) On the tag you will write the participant number, price, grade, category, and title. Tape a tag on the upper right hand corner of the front cover, and a duplicate tag on the inside front cover. Please adhere them with scotch tape on the vertical edges. (See example above, right.) (Duplicate tags identify an owner if the outside tag comes off. *We cannot sell items that do not have tags! The tags are the only record we will have of the item you are selling.*) When an item is purchased, the tag on the front cover will be cut off and used as verification of the sale. You will receive the tags from all sold items when we send you your check for the sales. Please write with blue or black ink, not crayon or markers, and please do not let the children help unless they are very neat and their writing is legible.
- For non-book items please tape two tags to each item. Games and Manipulatives that have little pieces need to be in Ziploc bags.
- The sale categories to list on the tags are:



Art	Bible	CD's & Videos	Complete Curriculum	Foreign Languages
Games	Geography	Grammar	Health	High School
History	Home Ec.	Language	Arts	Literature
Manipulatives	Math	Music	Phys Ed.	Pleasure Reading
Reading & Phonics		Reference Books	Science	Spelling & Vocabulary
Unit Studies	Miscellaneous			

- When selling a **set** of materials, please tape a completed tag on each item. (The selling price will be for the set, not each item as if sold individually.) Fill in the # __ of ___. (For example, if the set has three items in it, you would fill in #1 of 3 for the first item in the set, #2 of 3, for the second, and #3 of 3 for the last item. You need to bind them together with **heavy** elastics. (Please put an elastics on vertically and horizontally.)
- Please be sure the selling price you give to an item is the correct price you desire on it. We will not have time for price changes at the sale.
- It is your responsibility to keep track of the items you are selling. This year we will have no records of the items you are placing in the sale.
- Please sign the Sellers Release and send with your registration or bring to the sale. We **MUST** have the Sellers Release in order to put your items into the sale.

At the Sale . . .

- Please follow the signs to the sale room to deliver your items. On Friday you may deliver your items from 8am to 4pm.
- Please bring your Sellers Release (see below) signed, and give to the Used Curriculum worker at the Sign In Table. **You MUST** check in with one of the Used Curriculum workers when delivering your items.
- If you are bringing a large quantity of items you may be asked to help distribute the items to the various tables. Also, with large quantities of items (over 100 pieces) it would be very helpful if you would separate your items into categories. (I. e. science in one box, reading materials in another, etc.)

After the Sale . . .

- At the end of the sale Saturday, please pick up your unsold items, they will be ready at 3:30pm and must be picked up no later than 4pm.
- You may arrange for someone else to pick up your unsold books if you are unable to pick them up after the sale.
- HOME cannot send or deliver them to you.
- If you do not arrive by the end of the pickup time, your unsold items will be considered a donation to HOME.
- This year, sales money and tags from your sold items will be sent to you within two weeks. **No monies will be given out at the end of the sale**

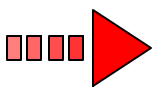
HOME 2004 Used Curriculum—Seller Release

I agree that . . .

- HOME is not responsible for lost or stolen items. (We will do our utmost to protect your possessions, but as it is impossible to guard each item and buyer, we need your understanding and grace if an item is missing.)
- HOME will keep 20% of my total sales as commission. Thank you for supporting HOME!
- All unsold items must be picked up no earlier than 3:30pm on Saturday, and no later than 4:00pm, or they are considered a donation to HOME.
- I would like _____ to pick up my unsold items, and he/she has agreed to be responsible for my items after the sale.

Your help and grace in each of these areas is greatly appreciated!

Seller number _____ Signature _____



PLEASE NOTE—HOME is not responsible for lost, stolen, or damaged items. We will do our utmost to protect your possessions, but as it is impossible to guard each item and buyer, we need your understanding and grace if an item is missing. HOME reserves the right to refuse any item not deemed consistent with our Christian statement of faith.

2004 HOME Used Curriculum—Seller Registration

Why Wait?

Pre-Register today to sell at
2004 Used Curriculum Sale

Name _____

Address _____

State _____ Zip _____ Phone _____

E-mail _____

**Seller Pre-registration
Deadline:**

July 9, 2004

You **MUST** be pre-registered
to sell items!

Please complete form & return to:
**HOME co/ Bruce Foss, 40 Curtis Rd
Freeport, ME 04032**

Questions? (207) 865-4007

I will drop off my items:	Friday	Saturday
<ul style="list-style-type: none"> • Please choose a drop off time close to when you plan to arrive. • If possible, please drop off you items on Friday, if you drop off Saturday —you will be asked to help in putting your items out on the tables for the sale. 	<input type="checkbox"/> 9am—11am	<input type="checkbox"/> 7am—8:30am
	<input type="checkbox"/> 11am— 1pm	
	<input type="checkbox"/> 1pm—4pm	
Plans for my unsold items:		
<ul style="list-style-type: none"> • Please indicate your plans for your items after the sale 	<input type="checkbox"/> Pick up 3:30pm—4:00pm	<input type="checkbox"/> Donate to HOME

Homeschoolers of Maine Used Curriculum Sale Tags

Feel free to make as many copies of these tags as you need
For convenience, using a pen, print your Participant Number before copying
Please write legibly!

' 04 HOME Used Curriculum Sale Tags
Price: _____ Grade: _____
Category: _____
Title: _____
Circle: New Student
Used Teacher
If a set: # __ of __
Participant Number _____

' 04 HOME Used Curriculum Sale Tags
Price: _____ Grade: _____
Category: _____
Title: _____
Circle: New Student
Used Teacher
If a set: # __ of __
Participant Number _____

' 04 HOME Used Curriculum Sale Tags
Price: _____ Grade: _____
Category: _____
Title: _____
Circle: New Student
Used Teacher
If a set: # __ of __
Participant Number _____

' 04 HOME Used Curriculum Sale Tags
Price: _____ Grade: _____
Category: _____
Title: _____
Circle: New Student
Used Teacher
If a set: # __ of __
Participant Number _____

' 04 HOME Used Curriculum Sale Tags
Price: _____ Grade: _____
Category: _____
Title: _____
Circle: New Student
Used Teacher
If a set: # __ of __
Participant Number _____

' 04 HOME Used Curriculum Sale Tags
Price: _____ Grade: _____
Category: _____
Title: _____
Circle: New Student
Used Teacher
If a set: # __ of __
Participant Number _____

' 04 HOME Used Curriculum Sale Tags
Price: _____ Grade: _____
Category: _____
Title: _____
Circle: New Student
Used Teacher
If a set: # __ of __
Participant Number _____

' 04 HOME Used Curriculum Sale Tags
Price: _____ Grade: _____
Category: _____
Title: _____
Circle: New Student
Used Teacher
If a set: # __ of __
Participant Number _____

' 04 HOME Used Curriculum Sale Tags
Price: _____ Grade: _____
Category: _____
Title: _____
Circle: New Student
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If a set: # __ of __
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Title: _____
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' 04 HOME Used Curriculum Sale Tags
Price: _____ Grade: _____
Category: _____
Title: _____
Circle: New Student
Used Teacher
If a set: # __ of __
Participant Number _____

' 04 HOME Used Curriculum Sale Tags
Price: _____ Grade: _____
Category: _____
Title: _____
Circle: New Student
Used Teacher
If a set: # __ of __
Participant Number _____

2004 HOME Used Curriculum—Volunteer Registration

Thank you for your desire to volunteer. Your desire to volunteer is the **ONLY** way HOME can have a Used Curriculum Sale, we rely upon your dedication to the homeschoolers in Maine. The deadline for volunteer registration is July 9, 2004. As a pre-registered volunteer, who has committed to working a total of 3 hours throughout the event, you will be allowed to shop early— one hour before the sale is open to the public at the Volunteer Sale. **YOU** will have the first choice of items. **ONLY** pre-registered volunteers, working a total of 3 hours or more, are allowed the opportunity to shop at the Volunteer Sale. We have a limited number of volunteer slots to fill, if you desire to volunteer and be a part of the Volunteer Sale, you will want to register early!

<p>HOME Requirements to volunteer. . .</p> <ul style="list-style-type: none"> • a desire to serve others • a willingness to work hard • ability to smile, even though you are tired! • appropriate clothing—you will probably get dirty! • bring your own meals 	<p>We will need volunteers on Friday to. . .</p> <ul style="list-style-type: none"> • help collect, sort, distribute, set up, and organize books <p>We will need volunteers on Saturday to. . .</p> <ul style="list-style-type: none"> • be cashiers & cashier helpers, sort, distribute, and organize books, help direct shoppers and assist those with needs, keep books neat and in their assigned areas, assist with breakdown and clean up.
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PLEASE NOTE:

- The Volunteer Sale will take place Saturday, before the general population sale from 9am—10am.
- Teens may volunteer along with their parent. Parent is responsible for their child at all times. (Teens may be a part of the Volunteer Sale if they work 3 hours.)
- **While we appreciate volunteers at the last minute, only preregistered volunteers who are scheduled to work three hours or more are eligible to shop early on the sale date. No one may shop before July 17.**
- The Volunteer slots are limited, register early—the slots are allotted on a first come basis.

2004 HOME Used Curriculum—Volunteer Registration		
<p>Don't Wait! Pre-Register today to be a volunteer at 2004 Used Curriculum Sale</p> <p>Name _____</p> <p>Address _____</p> <p>State _____ Zip _____ Phone _____</p> <p>E-mail _____</p> <p>Questions? (207) 865-4007</p>	<p>Volunteer Pre-registration Deadline: July 9, 2004 You MUST be pre-registered & work 3 hours to qualify for the Volunteer Shopping on Saturday! Please complete form & return to: HOME co/ Bruce Foss, 40 Curtis Rd Freeport, ME 04032</p>	
<p>I will volunteer this hours:</p> <ul style="list-style-type: none"> • We need volunteers during the set up, sales, and take down of the Used Curriculum Sale. You must work a total of 3 hours to qualify for the Volunteer Shopping time Saturday morning. Please indicate the hours you can commit to working. (You may work as many hours as you wish throughout the event.) We have a limited slots open for volunteers, first come, first serve. • Saturday 2pm—4pm hours are tear down and pack up hours. 	<p>Friday</p> <p><input type="checkbox"/> 9am—11am</p> <p><input type="checkbox"/> 11am—1pm</p> <p><input type="checkbox"/> 1pm—3pm</p> <p><input type="checkbox"/> 3pm—5pm</p> <p><input type="checkbox"/> 5pm—7pm</p> <p><input type="checkbox"/> 7pm—9pm</p>	<p>Saturday</p> <p><input type="checkbox"/> 7am—8am</p> <p><input type="checkbox"/> 8am—9am</p> <p><input type="checkbox"/> 9am—10am</p> <p><input type="checkbox"/> 10am—12noon</p> <p><input type="checkbox"/> 12noon—2pm</p> <p><input type="checkbox"/> 2pm—4pm</p>