

# HOW TO ORGANISE...

## SELLING ON EBAY

### Unwanted goods around the home?



Donate to the Cystic Fibrosis Trust by selling on eBay! eBay for charity allows you to list an item on eBay.co.uk and donate a percentage of the final sale value (10 – 100%) to the Cystic Fibrosis Trust.

### Thinking of selling items on eBay?

- Research your item on eBay – Look to see if there are similar items to yours being listed. This will allow you to gauge the auction starting price and the best categories to list your items in for maximum exposure.
- Take a good Photo – Buyers will want to see what they are bidding on and eBay provides you with the facility to include a photo of your item when listing.
- Postage & Packing Costs – Prospective buyers will want to know the cost of postage and packing if they win the item. Pack up the item and work out the postal costs, these can be included when you list the item.
- Pushed for time? – Do you know someone who can sell your items on eBay on your behalf, or why not get together in groups and each do a bit of the selling process?

### Getting Started

- If you are new to eBay then you will have to register with them and create your account – visit [www.ebay.co.uk](http://www.ebay.co.uk)

### Listing your items

- Log-in to your eBay account and go to the Sell section to list your item.
- As you are filling out the details, look out for the charity box (just below where you set the price). Select Cystic Fibrosis Trust and choose the percentage (10-100%) of your final selling price that you would like to donate.
- Don't forget to tick the Gift Aid box when you first list an item for charity. Gift Aid is one of the easiest ways to make your donation tax effective. Using Gift Aid means that for every pound you give, the Cystic Fibrosis Trust will receive an extra 28p from the government. MissionFish will collect the Gift Aid from the government and pass it on us.

### The Listing

- eBay for Charity listings are the same as any other eBay listing, except for the blue and yellow eBay for Charity ribbon in search results and the Cystic Fibrosis Trust's mission statement and logo on your listing.

### Listing Fees

- Every time you sell an item for charity on eBay you will get a free credit on your basic insertion fee and final value fee equal to the percentage you donate. So if you donate 25% of your selling price to charity, eBay will waive 25% of its fees!

[www.cftrust.org.uk](http://www.cftrust.org.uk)

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*Patron: HRH Princess Alexandra, the Hon. Lady Ogilvy, KG, GCVO President: Duncan Bluck CBE  
Cystic Fibrosis Trust registered as a charity in England and Wales (1079049) and in Scotland (SC40196)  
A company limited by guarantee registered in England and Wales number 3880213  
Registered office: 11 London Road Bromley Kent BR1 1BY*

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### Listing ends and item sells

- When your item sells, complete your transaction with the winning bidder.
- Remember to wrap the item safely and securely and post within the agreed timescales.
- MissionFish will then collect the donation from seller and pass the donation on to the Cystic Fibrosis Trust (this will be minus a small administrative cost for processing the donation).
- Please note that sellers' details are confidential and that MissionFish do not advise the charity of sellers' names or details of the sales.

### Further or more detailed information about eBay for Charity you may wish to visit:

[www.ebay.co.uk/ebayforcharity/](http://www.ebay.co.uk/ebayforcharity/)  
[www.missionfish.org.uk](http://www.missionfish.org.uk)

### Current eBay listings supporting the Cystic Fibrosis Trust

[http://donations.ebay.co.uk/charity/charity.jsp?NP\\_ID=13850](http://donations.ebay.co.uk/charity/charity.jsp?NP_ID=13850)

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