

Made4aid donation guidance.

Thank you so much for considering giving an item to made4aid. Please see the made4aid website for information about the suitable items for donation.

HOW TO DONATE AN ITEM:

We want to make the process as clear, simple and understandable as possible for all our sakes, and it will help us if you can take note of the following when you send details of your donated item. If you are not used to selling your work/selling online, it may take a while to work through the information we need – but it does get easier with time, and we are here to help! If you are not able to follow the steps below, please contact us and we will find an alternative way for you to donate, if we can. made4aid@yahoo.co.uk

So - when you want to donate an item, please would you let us have:

1. A description of the item:

- a. What you would call or name your item, in the 'Item Title'
- b. All relevant details including:
 - Size/dimensions
 - Materials
 - Care details
 - Anything else buyers might want to know. (Some details about how/when it was made, and/or about you or about the maker are nice if possible)

2. Photographs:

We can use up to 10 photographs, please send at least 5. Please take your photos in good, natural light (usually not in direct sunlight is best) and take some from a distance, some more close up. Depending on the item, it is good to see it as it might be used – eg. a bag: sitting on a chair, or hanging somewhere; an item of clothing: on a hanger or on a dummy; a picture: sitting on a shelf. Looking at the sold items in the made4aid shop may help give you photo ideas., <http://tiny.cc/m4aSold>

Photos that give some sense of scale/dimensions are good as well, and – if relevant – showing it from other angles and from all sides is useful. Please check that your photos look clear not blurry, when viewed up close, and please send them in as large a file size as possible, up to a maximum of 8 MB.

3. Information about you (or about your item, if it is vintage):

We need to list you as a member of the shop while your donated item is listed, and we can also include your website/Etsy/Instagram/blog details if you would like us to. We will use your name or first name only (as a default) – but can use an alternative if you prefer, just let us know please how you want us to refer to you.

4. Cost:

How much would you suggest we should ask for this item?

5. Shipping:

We can charge shipping on your item, so long as you have a Paypal account for us to use to reimburse you, after your item is shipped to the buyer. Please let us have shipping details for all the regions/countries you can ship to. We also need to know how quickly you are likely to be able to ship your item, once it is bought - eg. 1-3 days, 3-5 days, or longer. Once we know where you are located and where you will ship to, we may need a little more information, and will email you about this.

If you want to include shipping costs as part of your donation, your item can be listed as Free Shipping.



IMPORTANT Copyright information

If you are using someone else's pattern for your work, or a pattern from a book or website, please make sure that it is not a pattern or pattern book that is only for personal use - ie. things for you, family, friends – rather than for selling. This is to protect the designer from their patterns being used commercially, without permission, for other people to gain income. Some patterns or designers will specifically say that their patterns are copyright free, or that they permit use of the patterns either for charity purposes or for selling. Some others may give permission if you contact them and ask, and there are also many websites with free copyright-free patterns – some are given at : <http://tiny.cc/m4aPatterns>

If you have queries about copyright issues, do please contact us. Made4aid@yahoo.co.uk.

WHEN/IF YOUR ITEM SELLS

When your item is bought and paid for:

1. We will email you with the buyer's details, and would ask you to please ship within 5 working days if you can (if it will take longer that's fine, just let us know so that it can go into the item description).
2. Please email us to let us know when the item is shipped with an estimate of when it might be expected to arrive - we will need to send a dispatch notification to the buyer.
3. Please be prepared to package securely and choose a fast and safe shipping method.
4. Keep your proof of shipping so that you can reclaim the item cost should the worst happen.
5. Email us to confirm the cost of shipping, and give us your paypal details so that we can refund you the cost of shipping (unless you are paying this yourself as part of your giving). Please note that paypal charges will be deducted from our shipping refund payment.
6. Our returns information is specified in the Etsy shop policies section – do please check you are happy with these policies in relation to your item/s.

If your item doesn't sell:

Etsy listings are normally for 4 months. If your item is unsold after a couple of months, we may contact you to see if you are happy for us to reduce the price. If it is unsold after the 4 months, we will be in contact to see if you want to relist it, or withdraw it. Some items are sold only after being re-listed a few times – listing costs just 20 cents (US), and renewing a listing is not usually a problem; but of course, the decision is yours.

If you want to donate a percentage of the selling price, rather than the total cost, please let us know. We understand that it can be challenging to make a living from creative work and that you may need to cover your costs – we will try and find a way to make this work, so please email us at made4aid@yahoo.co.uk

ONE FINAL THING

If you have suggestions or questions regarding the way we operate, do please let us know. We welcome your feedback and want to keep improving our methods for donations and for buyers.

It is important to be clear and avoid confusion from the outset, which is why there is a lot of information here – if any of this doesn't make sense to you, please let us know: made4aid@yahoo.co.uk

Thank you for your interest in made4aid

