

**UNWANTED CDs, LPs, DVDs BOUGHT OR PART-EXCHANGED**

Cob Records, Porthmadog, Gwynedd Wales LL49 9NA 01766 512170

How to go about selling or part-exchanging your unwanted items

1. Please list below and overleaf titles, artist, format, serial no. and label – if there are any particular features to your item e.g. it has a poster with it, it's in red vinyl, then mention it in the final column. Please ensure that all items being offered comply to paragraph (6). All offers are valid subject to these conditions.
2. Send this completed list to Cob Records, Porthmadog, Gwynedd, Wales UK LL49 9NA. Kindly enclose an s.a.e. for a speedy reply – or fax it to +(0)441766 513185 or e-mail it. Our reply will be by snail mail only - so please remember to include you home address.
3. On receipt of your list, we will then value the items and send you an official quote together with this form. There will be a choice of two offers – [A] will be a cash offer, [B] will be a higher value as part-exchange against any brand new items of your choice. You may use one of these – offers are valid for one month from date of issue.
4. If you accept either offer, please send in (or deliver personally) the items for which we have made an offer for, together with this form and our offer chit. Please do not send any more or less items without first consulting us. If you choose a part-exchange offer, please complete the yellow order form that will be enclosed. Remittances for cash offers are sent off by return of post. If you intend to bring a large quantity personally, contact us to ensure we can process them within that day.
5. If you are in a desperate hurry to convert your unwanted items into cash or part-ex, you can send in the items without having first received our offer. If you do this please include this form (so that we know that you are familiar with our terms.) You need not list the items being sent, but please denote quantities and advise us whether you require cash or part-ex. We must advise you that if you use this method, there is a possibility that we may not require some items if they are proven non-sellers or overstocks, in which case we shall have to return those few and deduct postage from the remaining offer. Our offer would be final and no correspondence would be entered into if you are unhappy with the offer. We are always happier to be given an opportunity to make an official offer before-hand when we can then advise you of any items not required.
6. All unwanted items offered must conform to the following – CDs and LPs must be free from scratches and bad surface marks, surface noise and warpage and must not show signs of damp. They must be in their original sleeves. Bootlegs are not accepted. We reserve the right to amend the original offer without consultation so as to account for any items we may reject and return postage will be accounted for. We do not accept any of the following as we have no market for them – singles in any format, various artists items in any format, easy listening in any format; classical LPs. Since mid-2004 we now no longer accept Music Cassette tapes nor any Videos. We may not require certain items which we may be overstocked with or are proven non-sellers.

Your name and address:

'Phone number:

Your customer number:

remember to include an s.a.e. for reply

Our office number:

	title	artist	Format	serial no./ label	comment?
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					

13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					
32					
33					
34					
35					
36					
37					
38					
39					
40					
41					
42					
43					
44					
45					
46					
47					
48					
49					
50					
51					
52					
53					
54					
55					
56					
57					
58					