

Policies for Public Surplus Sales

Also refer to the "[Public Surplus Sales Terms and Conditions](#)"

Pricing/Payment Policy

- All tagged and non-tagged surplus items will be sold to the general public on a first come, first served basis.
- Non-tagged Surplus items will have either have a small square price tag attached or signage clearly marked near the surplus item. These surplus items must be brought to the register at time of checkout.
- Tagged surplus items will have a red and white perforated price tag. If you intend to purchase the item, remove ONLY the white portion of the tag and keep that tag in your possession until bringing it to the register for checkout.
PLEASE DO NOT PULL THE WHITE SECTION OF THE PRICE TAG UNLESS YOU ARE SURE YOU WANT TO PURCHASE THE SURPLUS ITEM. If you pull the price tag in error, immediately take the pulled price tag to a Surplus Management Department staff member to re-attach the price tag so that the surplus item is available for others.
- Surplus items with ONLY a red price tag attached indicate that someone is in the process of purchasing that surplus item and it is no longer available for sale.
- Quantities may be limited on certain surplus items. You may only hold white price tags for the quantity allowed. (i.e., pulling the white section of the price tag to hold the surplus item beyond the posted limit until an additional buyer arrives is not permitted.)
- Surplus items will not be reserved or held for individuals.
- Parts from one surplus item may not be removed for purchase with another surplus item.
- Photo ID (State ID or driver's license) may be required at time of payment.

PLEASE NOTE: SWITCHING OF PRICE TAGS FROM ONE ITEM TO ANOTHER IS NOT ALLOWED. Buyers that are observed switching price tags from different items will not be allowed to purchase any items and will be asked to leave the premises. Additionally, switching price tags will result in the buyer being considered in Default (see Public Sale Terms & Conditions No. 6) and will result in termination of the contract and suspension from participation in all future sales

Surplus Removal Policy

- The University is not equipped to ship surplus items or prepare surplus items for shipping. Buyers will be solely responsible for loading surplus items in/onto vehicles and transporting items off University premises.
- The University will not be responsible for surplus items after buyer takes possession.
- Allow sufficient time to load surplus items in/onto vehicles before close of business on the day of the public surplus sale.
- University staff will be available to assist with moving purchased surplus items out to the dock; however
University staff is unable to provide
services such as:
 - Loading surplus items into vehicles.
 - Moving or rearranging existing items in vehicles.
 - Removing seats from vehicles.
 - Tying down surplus items to trailers, vehicle roofs, or trunks.
- Merchandise not removed in an agreed upon time frame (generally the end of business of the following business week) may be subject to forfeiture of those items at UC Surplus Management's discretion.
- Buyers are not permitted to discard anything into University dumpsters.
Additionally, scavenging or scrapping from University dumpsters is not permitted.

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Last Revised: 7/11/2014