



### Expert Tips for a Smooth Liquidation

#### Allow sufficient time

Liquidating your furniture requires careful staging and should not be an afterthought. Office furniture liquidation often takes a span of many months.

Before your furniture can be liquidated, there is a process the liquidator must follow to:

- Photograph
- Inventory
- Disassemble
- Remove

When you make the decision to move, relocate or close a business or if you're replacing your furniture put liquidation high on your list of priorities. As soon as you decide on overall plan of action, get to work on liquidating your office furniture.

By starting early, you have the best change to maximize the value of your furniture assets by providing the liquidation firm enough time to find a buyer – or multiple buyers - for your furniture. Without a buyer, your furniture has no value!

#### Choose the right professional for the job

Hire an office furniture liquidator like us to efficiently liquidate your furniture. We are experienced at handling the myriad details involved in coordinating the project:

- Timeframe
- Sequence of activities
- Disassembly and removal of office furniture and equipment
- Working with the building and management teams
- Working with electricians and data cabling companies as needed
- Ensuring the leased space is cleared on time to avoid additional charges/penalties
- Maximize the value of the your furniture

#### Take photos of what you're selling, but don't worry about a detailed inventory

Many companies assume that preparing a line by line inventory of every piece of furniture will enhance the value of the liquidation. You don't need to do this (save your money!). A reputable liquidation company will want to perform their own inventory, as part of their proposal. Make sure you get a copy of it.

However, taking photos is the best way to start the liquidation process. Office Furniture NOW! By viewing your photos, a liquidator will determine whether or not they are interested in buying your particular furniture inventory.

### Storage vs. Liquidation

It may sound inexpensive to move your furniture into storage. But not always. There are many other costs associated with storing office furniture that companies tend to overlook or minimize. These costs may include:

- Labor costs to remove furniture
- Transportation costs to move furniture
- Labor costs to unload furniture at a storage facility
- The cost of damaged products
- With liquidation, there are no storage costs.
- Reloading costs
- Transportation costs to the new location
- Installation costs at the new location

### Include all furniture assets on the liquidation list

If you include your entire inventory in the package to be liquidated, you'll maximize your financial return. Allowing the sale of select items to "specialists" often results in an overall loss of value to the business. This furniture "cherry picking" ends up leaving the less desirable pieces and this normally doesn't offset the additional cost of removing the lesser valued items.

### Hire a furniture wholesaler instead of a furniture broker to reduce the financial risk

Many brokers will not make a commitment to remove the furniture until they have it sold, which might end up costing your company thousands of dollars in lease penalties if you violate your lease by not leaving the premises in a timely manner.

A furniture wholesaler/liquidator will commit in the proposal to purchase and remove the furniture within a specified time frame, incurring all labor costs. The wholesaler, not you, shoulders the risk for missing a deadline.

On large projects, companies like Office Furniture NOW! might consider "revenue sharing" with the furniture owner. Allowing the proceeds, after expenses from wholesaling the assets, to be split between the owner and wholesaler.

In this scenario, a client with a lot of furniture may obtain a larger return on their assets in exchange for sharing in the financial risk of the sale.

**For office equipment liquidation**, ie, copiers, computers, etc., contact us, 512-448-3769

### We Will Need The Following:

**DIGITAL PHOTOS** - the more the better. Try to provide multiple views including close-ups and wide views of the items you are selling. If there are any imperfections, please zoom in on those and indicate damage on your list.

**EMAIL .jpg files to:** [experts@officefurniturenow.com](mailto:experts@officefurniturenow.com)

**CONTACT US FOR MORE INFORMATION ABOUT HOW WE CAN HELP YOU LEVERAGE YOUR ASSETS**