

19.10 Trade-Ins

Policy:

It is the policy of Licking/Knox Goodwill Industries, Inc. to accept vehicles in trade at the Used Car Lot upon the approval of the Used Car Supervisor.

Procedure:

Any vehicle trade-in will be at the discretion of the Used Car Supervisor.

The Used Car Supervisor will test-drive the vehicle and determine the trade-in value using either the NADA Guide or Kelly Blue Book trade-in value.

The trade-in vehicle will be examined by the Used Car Supervisor for defects and the value reduced accordingly.

The agreed-upon trade value will be deducted by the Used Car Supervisor from the total cost of the purchased vehicle. Total sales price includes document and title fees and sales tax.

No 30-day tags will be issued as the tags from the trade-in vehicle will be transferred to the vehicle sold by Licking/Knox Goodwill Industries, Inc. It is the responsibility of the buyer to secure permanent tags for the purchased vehicle.

Traded vehicles will be added to the Used Car Lot and entered into the Used Car Lot inventory (see Policy & Procedure 19.01, *Used Vehicle Donation*.)