

Prepping Your Items

Now you have all your items in the computer! That is awesome!!! Great job!! Now you will need to get those items ready to be sold!

Here are the best tips I can offer to help you sell all your items!!!

- 1) Discount your items! If your item hasn't sold by Saturday it's likely you priced it too high. Let it go for discount - you still get money for your item and you don't have to bring it back home and if you are donating - ALWAYS discount!!!
- 2) The better your items look the more likely they are to sell. No wrinkles, clean shoes, toys are wiped down, items are packaged neatly. Presentation is KEY!
- 3) Be a Team Member!!! By working just a few hours you can earn even more on your sold items! And you get to have a blast with other moms while you do it!!! I promise we are fun to work with!

Printing Tags

Your tags will print in the order you entered your items so keep that in mind. Before you print your tags be sure you are happy with the pricing. If you print a tag for a \$3 shirt and you want to make it \$4 and you change it in the system but not print a new tag, we get an error in our system that the price doesn't match and we sell the item for \$3 because that's what the customer sees.

- 1) Select tags that you would like to print and click print - You should get 8 tags per sheet. It's best if you have a good printer, not low on ink, to print your tags. The barcodes you are printing must be readable by the scanner and free of "bleeding" (no bleeding means the lines are crisp and not fuzzy) and if you are using a color printer please choose "black and white" when printing. If the barcodes are not scanable this will tremendously slow down drop off, check out, and could make our tracking of your sales less accurate.
- 2) Cut each tag. Tags can be printed on regular typing paper or cardstock.

Clothing



1) Please be sure that all snaps are snapped, all buttons are buttoned and all zippers are zipped. If it needs ironing try Downy Wrinkly Release or Iron it. It will make your item sell twice as fast if it looks nice.

2) Check for STAINS!!!!!! We inspect each item. If we find stains, ink marks, pulls in fabric, etc. we will pull your item. If you have several pieces we have to pull we will give you a warning and then a second time would mean you could not consign again. You don't want to buy items with stains and neither does anyone else!

3) Check for brands we do not accept and clothing limits.

4) Tags should be safety pinned to the garment's left shoulder (on your right as you look at the item, see drawing). Do not use tape or straight pins on clothing. Use large safety pins to pin on the tags, (no tiny gold pins), placing the pin horizontally and catching the garment and the tag twice. A piece of tape across the safety pin will help secure the tag and keep it from falling off. If tags are not pinned correctly or hangers are not open to the left then you will be asked to correct this at drop off.

5) Hangers must look like a question mark - open on the left side. Please use pant hangers with clips or large safety pins to secure pants to hanger. DO NOT USE CLOTHES PINS.

If you have a set of 2 or more items please use a rubber band to group hangers together. This group must have one price.

Please do not include more than 3 clothing items per tag.

6) If your outfit has coordinating socks, hair bows, etc. group these items together in a Ziploc bag and PIN to the garment.

Shoes



1) Clean shoes (wash, wipe down, polish if needed, Magic Eraser works great!)

2) Pack smaller shoes in clear large Ziploc bags (if they will fit) and PIN tag to outside of the bag.

3) If shoes will not fit in Ziploc, pin them together with a zip tie, then pin tag to the shoe string or appropriate spot. If you have the original box for the shoes, this is fine, just be sure to pin your tag to your shoes, not the shoebox and connect the shoes together with the zip tie. You may also use a rubber band to secure the shoes together.

4) If you wash your shoes please be sure they are dry before you put them in a ziploc bag because they can mildew.

Toys



- 1) Be sure all pieces and parts are with the toy.
 - 2) Be sure the toy works – if it needs batteries you must include these. A shopper has no way of knowing if it works and will not buy the item without batteries.
 - 3) If there are loose pieces with the toy, please place those in a Ziploc bag and attach them to the toy with packing tape or run a string thru the bag and tie it on. Lots of little hands visit our event and they love nothing more to “test” these toys.
- Secure tag to item with clear packing tape being sure not to cover the barcode and write your consignor number on the bag with the pieces and the item it goes to in case they become separated.
- *Please check that all pieces are included and the item works — if we find that it has missing pieces or does not work the item will be pulled from the floor.

Books, Games, Puzzles, DVD



- 1) Attach tags to books, DVD's, games, or puzzles using tape. DO NOT USE PAINTERS TAPE - the tags will fall off.
- 2) Board games and puzzles in a box MUST include all associated pieces with the box securely taped shut.

3) Puzzles that are not in a box (such as board puzzles) may be covered with cellophane wrap or press and wrap to keep the pieces in place, or put inside a Ziploc bag with the opening taped closed with clear packing tape, tag attached to the outside.

4) Sets of books can be packaged in ziploc bags or with 2 strong rubber bands as pictured.