



Information for Sellers

Returning Sellers - the following information is NEW since the last sale:

- We have a new policy regarding tags with incorrect seller numbers: *Any item brought to the check-out register with an invalid seller number on the tag will be sold under the Kingswood seller number.* See more information about this in the Tagging Instructions.
- Please use a minimum selling price of 50¢ and use increments no smaller than 25¢.
- Only new-in-package pacifiers and bottle nipples may be sold.
- Only new-in-package underwear may be sold.

Important Dates and Times

Seller Drop-off:

Tuesday	September 20	Session 1	9:15 am to 12 noon
		Session 2	4 pm to 7 pm
Wednesday	September 21	Session 3	9:15 am to 12 noon
		Session 4	4 pm to 7 pm

Presale: For Volunteers only

Thursday	September 22	3 pm to 5 pm
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Public Sale:

Thursday	September 22	5 pm to 9 pm	(No children under 10 during these hours, please)
Friday	September 23	9 am to 2 pm	
Saturday	September 24	8 am to 1 pm	Many Items ½ price!

Seller Pick-Up:

Saturday	September 24	5 pm to 6 pm
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*If you are unable to pick up your unsold items, please ask a friend to do so.
All items not picked up by 6:00 pm will be donated to another charitable organization.*

Financial Facts

- Sellers receive 2/3 of the selling price on all items that sell.
- Items that sell for \$50 or more earn an additional 10% of the selling price.
- Sellers who volunteer to work the sale receive an extra 5% on sales.
- A \$5 registration fee will be deducted from each seller's proceeds.
- Checks will be sent to sellers approximately 2 weeks after the sale.



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What Items May Be Sold?

- Fall and winter clothing and uniforms from infant to kids' size 20.
All clothes must be in style, clean, and neat with no holes or stains.
No spring or summer clothing at this sale.
Only new in package underwear accepted.
- Shoes -- infant and kid sizes only. *Limit 5 pairs per seller.*
- Hats, gloves, belts, children's purses and backpacks
- Costumes and dress-up clothes
- Maternity clothing in very good condition. *Limit 10 items per seller.*
No other adult clothing accepted.
- Baby equipment -- strollers, high chairs, swings, "exersaucers", play mats, pack n' plays, rockers, gliders, diaper bags, etc.
Because of new guidelines from the Consumer Products Safety Commission, we no longer accept cribs.
Only new in package pacifiers and bottle nipples accepted.
- Books, games, and toys
Games and toys must be packaged securely. Rubber band or tape boxes closed, if necessary. Secure items with multiple parts in plastic bags.
- Stuffed animals in excellent condition. *Limit 5 per seller.*
- VHS tapes, DVDs, music CDs, and computer software
Copies made for personal use may not be sold.
Please test all electronic media to ensure good working order!
- Bicycles, tricycles, scooters, skates, riding toys, etc.
- Kids' athletic gear and sporting equipment
- Playhouses, train tables, easels, play equipment
- Bedding and child's room decorations

All toys & accessories must be in good working condition with operable batteries as necessary

IMPORTANT INFORMATION – PLEASE READ:

Congress has passed a law to protect children against lead poisoning. The Consumer Product Safety Improvement Act of 2008 forbids the sale of children's products with more than 600 parts per million total lead. The CPSC has exempted resellers from lead testing requirements, but **sellers are still responsible** for selling safe items. Please confirm that the items you are planning to sell are not on the CPSC recall list or banned lead list by checking their website, www.cpsc.gov. We ask that you particularly check porta-cribs and high chairs, as well as toys that may contain lead, such as painted wooden toys. When you drop off your items for the sale, we will ask you to initial our sign-in log to indicate that you are in compliance with the CPSC guidelines.

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Tagging Instructions

pin here
Seller #123 Size 5
\$3
White top with
red skirt

- Tags should be made from light-colored cardstock or index cards and must be **at least 2 ½ inches square**. Tags may be hand-written or printed from a computer.
- Sticky labels and pieces of tape are NOT acceptable tags!
- Seller #, size (if applicable) and price must be included as shown here.
- A description is optional, but highly recommended.
- Please use a minimum selling price of 50¢ and use increments no smaller than 25¢.

Tags from other sales are permitted as long as they have the required information. You must also be sure to follow our marking instructions for half price items (see box below.)

If you are changing the seller number on tags you used for another sale, please take care to fully mark through the old number and legibly add the new number. DO NOT use the back side of a tag that has a different seller number – once the tag is removed from the item, we don't know which side is the correct one!

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Half-Price Sale Instructions:

If you **DO NOT** want an item to sell for half-price on Saturday, you must **write the price in red or circle it in red.**

If you wish to **donate** an item that doesn't sell, please highlight the price with a **blue highlighter**. If you would like to donate ALL of your unsold items, you do not need to mark each item. Just tell us when you drop off your items and we will **highlight** your seller number in our sign-in book and pull your unsold items after the sale for donation. A tax receipt for your donation will be mailed along with your seller check.

Attaching Tags:

- Tags should be attached to clothing items with **safety pins**. **NO STRAIGHT PINS!**
- For items that cannot be pinned, please attach the tag with tape. Masking tape should be used for attaching tags to items that might be torn by plastic tape, such as books.
- Tags should be attached securely so they won't fall off during handling. However, volunteers do need to be able to remove the tags at checkout time. Please be mindful as you tape!
- For items placed in plastic bags, attach the tag to the **outside** of the bag with tape. Do not write tag information ON the bag and do not put the tag inside the bag. If bagging multiple items, for example, small toy parts, it is a good idea to tape over the opening of the bag.

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Pricing

Pricing varies, but typically 25% - 33% of the new retail value is appropriate. Some name-brand items may sell for more. Something brand new with tags attached may sell for up to 50% or more. Particularly with large ticket items, attaching a printout (from amazon.com for example) with information about the features, current retail price, etc. can help facilitate the sale. Whenever possible, attach the instructions manual for baby equipment and electronic toys.

Please use a minimum selling price of 50¢ and use increments no smaller than 25¢.

Clothing Instructions



- Clothing must be on a hanger **facing left**, so it looks like a question mark. Wire hangers are preferred.
- Please close all buttons, zippers, and snaps.
- Please attach items to hangers with safety pins as needed to prevent them from falling off the hanger. Pants should be attached with safety pins to the "arms" of the hanger at the waist and not folded over the cross piece.
- Tags should be pinned in the approximate location shown in the illustration (left side of garment, right side as you look at it.)

Please do not use infant pounds, S, M, or L for sizes. For items that have a size range, such as 3 - 6 months, please use the lower end of the range on your tag. Please refer to the chart below for youth items marked S, M, L, etc.

Clothing Tag Shows This Size	Write this Size on your Seller Tag
Youth XS	Size 4
Youth S	Size 6
Youth M	Size 8
Youth L	Size 10
Youth XL	Size 14

CLOTHING MUST BE SORTED BY SIZE AND GENDER BEFORE DROP OFF. Twist ties or chenille stems work well.

Shoes:

Smaller shoes may be placed in plastic bags with the tag taped to the **outside** of the bag. Larger shoes *and skates* should be connected with plastic cable ties so that they stay together as pairs.



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Drop-Off Process

Sign in at the door, check that we have your correct mailing address and contact information, and confirm that you have read and understand all seller instructions. Let us know if you wish to donate unsold items. If you will be picking up your unsold items, get a reminder slip with the pick-up times.

A KidStuff Sale volunteer will look through your items and check for current season, good condition, and proper tag. You will then take your items to the sales floor and place them in the appropriate areas. Volunteers will be available on the sales floor for assistance.

Pick-Up Process

As you sign in at the door you'll be given a checklist of the different areas of the sales floor. Clothes on hangers will be on hanging racks, sorted by seller number. Each seller will have a numbered bag or box on the floor for toys, books, and other non-hanging items. Large items, such as strollers or car seats will be arranged along the walls. **Please be sure to check the Lost & Found area for items that are missing tags!**

Disclaimer

Though we will use care in dealing with your merchandise, Kingswood UMC cannot be responsible for tagging errors, accidents, damage or theft.

Tags from items sold *will not* be returned to sellers.