



KIDS CONSIGNMENT SALE

SPONSORED BY
SAINT PAUL THE APOSTLE CATHOLIC CHURCH
2715 Horse Pen Creek Road
Greensboro, NC 27410
336-294-4696

Accepting Consignor Requests Starting 7 a.m., January 9th

To request your consignor number, please sign-up at www.SaintPaulsKidsSale.com by clicking on the Consignor Registration page to fill out the registration form on or after 7:00 am, January 9th. No phone or email requests will be accepted.

Be sure to check our website for **BARCODE TAGGING INSTRUCTIONS! Our system will close for inventory entries on Wednesday, Feb. 29th at 3:30 pm.**

Where: Earl Lewis Center (Church Gym)

When:

Receiving (**Consignors schedule drop off times during sign-ups**):

Monday, February 27th

Tuesday, February 28th

Wednesday, February 29th

Preview Sale: Thursday, March 1st

4:30 p.m. - 7:30 p.m.

9:00 a.m. - 1:00 p.m.

4:30 p.m. - 7:30 p.m.

9:00 a.m. - 1:00 p.m.

4:30 p.m. - 7:30 p.m.

4:00 p.m. - 9:00 p.m.

(Committee Members)

5:00 p.m. - 9:00 p.m.

(Super Volunteers)

6:00 p.m. - 9:00 p.m.

(Volunteers)

7:00 p.m. - 9:00 p.m.

(Consignors)

Sale Dates: Friday, March 2nd

Saturday, March 3rd

*Friday, March 2nd and Saturday, March 3rd are open to the public.

**Half price sale on selected items.

9:00 a.m. - 8:00p.m.*

8:00 a.m. - 1:00 p.m.**

Pick-up: Saturday, March 3rd

4:30 p.m. - 5:30 p.m.

All items NOT picked up by 5:30 p.m. will be donated to charity: these items will NOT be noted in a donation letter. Only items indicated as donations in our system will be noted in your donation letter.

To volunteer, sign-up at www.SaintPaulsKidsSale.com on the **Volunteer Registration** page or email your name, phone number and availability to volunteers@SaintPaulsKidsSale.com.

For updates on current and future sales or to be removed from our mailing list, please email info@SaintPaulsKidsSale.com.

SELL WITH US AND RECEIVE 60% OF THE SALES PRICE

Acceptable Merchandise:

- Good quality spring/summer clothing (size infant - 20), toys, games, books, bikes, baby equipment, furniture, strollers, gently worn shoes, car seats, in-season maternity wear.
- NO STUFFED ANIMALS, MATTRESSES, OR DROP SIDE CRIBS.

Consignor Policies:

- More than 20 items are needed to consign.
- Consignors with over 40 items are invited to the preview sale. Passes available during merchandise check in. No admission without a pass.
- Consignors are required to give three weeks' notice (by February 13th) if you cannot participate in the sale. No shows for two sales will be placed on probation.
- Items not sold must be picked up on Saturday from 4:30 – 5:30 p.m. ALL ITEMS NOT PICKED UP WILL BE DONATED TO LOCAL CHARITIES.
- Checks will be mailed four weeks after the sale. A \$1.50 CONSIGNOR FEE will be deducted from the total amount to cover overhead costs such as postage, envelopes, software, etc.

Item Preparation:

- Clothes must be on hangers, clean and pressed with **no stains, missing buttons, broken zippers or rips**. Safety pin skirts and pants to top of wire hangers. NO CLOTHESPINS OR STRAIGHT PINS. ITEMS NOT FOLLOWING THESE GUIDELINES WILL BE REFUSED
- Shoes must be in a Ziploc bag (one pair per bag).
- All toys and baby equipment must be clean and in good working order, **NO BROKEN PIECES**, with **ALL PARTS** and secured with clear packing tape.
- Small items, i.e. diaper covers, small toys, bottles, rattles, etc. may be grouped in a Ziploc bag.
- Tape bags closed with clear packing tape.
- No tape directly on puzzles, wrap in clear plastic wrap then tape or place in ziplock bag.

NEW TAGGING POLICY:

- **Bar coded tags are required on all items. Handwritten tags WILL NOT be accepted. Go to www.SaintPaulsKidsSale.com for**

detailed instructions.

- ALL tags must be printed by 3:30 pm the Wednesday (Feb. 29th) before the sale.
- **WHITE CARD STOCK ONLY** (65lb. or 67lb. card stock), no copy paper, to print your tags. Don't use heavier paper that could soak up lots of ink, the barcode may not scan properly. Use NORMAL print setting and "Black Cartridge" Only. Six tags will print per page and each tag should be approximately 3 inches by 3 inches.
- All clothes must be tagged with a specific numerical size—such as 2T, 4 or 8—or they will be rejected. If manufacturer has tagged the item small, please estimate what numerical size is most appropriate.
- You set your own prices. No items under \$0.50. Please round all prices off to the nearest half dollar. Keep in mind items sell best when priced 50%-75% off the retail price.
- Use a safety pin to secure the tag to the upper right side of the garment, hanger facing left. Do not straight pin the tag. Entire tag must be viewable (i.e. not under the collar).
- For bagged items, all tags must be on the OUTSIDE OF THE BAG and secured with clear packing tape.
- Tape tags with clear packing tape on toys, equipment, etc. No masking tape.
- WHEN TAPING A TAG ON AN ITEM: ONLY PLACE TAPE OVER THE PIN HERE PORTION OF THE TAG. TAGS WITH TAPE OVER THE BARCODE WILL NOT SCAN.
- For a multiple piece item use only one price tag. We recommend handwriting additional tags referencing the original price tag. For example on the handwritten tag "piece 2 of 5, consignor 4, item 155".

WE ARE NOT RESPONSIBLE FOR ITEMS LOST, STOLEN, TAGS SWITCHED, OR ITEMS SEPARATED FROM THEIR TAGS.

Drop Off:

- Only items meeting the above tagging guidelines will be accepted. During drop off all items will be inspected for compliance with our guidelines before the consignor can leave. Items not meeting our guidelines will returned to the consignor at this time.
- All items must be tagged prior to delivery. Be sure to check your confirmation email for your assigned consignor number. We are not responsible for items tagged with the incorrect consignor number.
- Consignors must schedule their drop off time during consignor sign-ups to provide faster, easier receiving.
- Sort all hanging items by sex and size before drop off

New Sample Tag and Placement

00 PIN HERE 00 Consignor: 1010 / Item#: 3 / \$10.00		
1010	Size: 18-24 Months	
Old Navy Yellow Dress		
X	Item: 3	Discount \$10.00
 1010 \$10.00		A

