

## To All of Our Consignors: Please Read

Thank you so much for supporting our church and consigning with us!

Below are a few items we want to bring to your attention which we hope will make this sale even better!

### IMPORTANT!!!

~Use **GREEN Cardstock** if you want to **KEEP** unsold-Use **WHITE Cardstock** if you want to **DONATE** items.

- All clothing should be hung on hangers and NOT placed in zip-lock bags. We have no way to showcase your clothing that is placed in bags and your items sell better hanging up.
- Shoes-Please put in zip-lock bags if at all possible or find some other way to make sure they stay together i.e. zip ties.

~ Bring clothes on hangers with the hook pointing to the **LEFT** with the front of the garment facing you. Securely attach all clothing to hangers using safety pins.

~ Please have your **items separated by gender and size**. Rubber band these groups of hangers together. (Example- 2T boys clothes together, 3T boys clothes together, etc.) This will expedite the check-in process for everyone.

**ALL items that are damaged, have stains/holes, too worn, items from the wrong season, foul odors or are tagged incorrectly will be DONATED prior to the sale. These items will not be scanned so they will not appear on the My Sale Manager System.**

Thanks for your support!  
First United Methodist Consignment Committee

**Sweet Repeats**  
2023 Spring Children's Consignment Sale  
First United Methodist Church  
Key and Marion Streets, Pilot Mtn., NC 27041  
fumcsweetrepeats@gmail.com

**How the sale works:**

The sale will be Thursday, March 2nd from 6pm-9pm, Friday, March 3rd from 9am-7pm and Saturday, March 4<sup>th</sup> from 9am-12pm. We sell children's sizes 0-16. Also accepting Maternity clothing. You must consign a minimum of **\$75.00** worth of clean, already tagged items for us to sell. **There is a \$10.00 non-refundable registration fee for each consignor.** You will receive 70% of the proceeds and 30% will go to the children's committee for use in children's programs or related expenses. After the sale, you have the option of picking up your items that do not sell or donating them to a charity (we will give you a receipt for tax purposes). Your proceeds from the sale will be mailed to you within 10 business days.

**How to register as a consignor:**

You must register online at: [www.fumcsweetrepeats.com](http://www.fumcsweetrepeats.com)

You will be able to pay the \$10 registration fee by using our PayPal account online. (There will be a direct link on the webpage). If you do not want to pay the registration online at PayPal you can mail or drop off the registration form and fee at the church office no later than Friday, February 24th.

You will receive your consignor number at registration. Follow link and tagging instructions listed later in this information packet.

- i Registration will close on Friday, February 24th. You will be able to continue tagging your items through Saturday, February at MIDNIGHT. However, after midnight the software will be closed for tagging.
- i Consignors will receive **ONE** admission ticket to the private consignor pre-sale on Wednesday, March 1st. You will receive your admission ticket when you drop off your items. You must drop off your items **ONLY** during the drop off time listed below.

**Drop off time at First United Methodist:**

**Drop off is Sunday, February 26th, 3pm-7pm.** This is the only drop-off time!!

**How to drop off your items:**

- i Come with your items properly tagged and ready for inspection.

**\*\*Please have clothes separated into gender and sizes. For example, Girl-2T, Boy-4T, etc. Please use a rubber band to connect hangers in groups together. This will help speed up the check-in process.**

i **We will inspect your items to make sure they are in compliance with our instructions and make sure you have a minimum of \$75.00 worth of items. Since our goal is to have high quality items for our sale, we will not display any items that do not meet the requirements. They will be donated! How to prepare your items for the sale:**

i All items must be clean and in good condition. **Do not** bring under garments or clothes that are **off-season**. The March sale is for spring/summer clothing only. There will be a sale in the fall for fall/winter items. Clothes that are stained, ripped, missing buttons or visibly faded or worn will not be accepted. Check the knees, elbows and cuffs of clothes as you go through them. **All buttons must be buttoned and zippers zipped.**

i Shoes will only be accepted in excellent, like new condition. i **Bring clothes on hangers with the hook pointing to the LEFT with the front of the garment facing you. Securely attach all clothing to hangers using safety pins.**

i Sort clothes by size and gender. (2T boy, 5 girl, etc.)

i Price all items using **WHOLE dollar amounts (\$2 minimum, \$2, \$3, \$4 etc.)** typically 25-30% of the original price. Professional consignment shops have indicated that consignors tend to overprice their items. If you are in doubt, go low.

i Items tagged without a price will be priced at the discretion of the consignment committee.

i **Tagging properly is VERY important** to all of us. If items are not tagged properly, they will not be displayed. **Each item must be tagged. Tags should be made by using WHITE CARDSTOCK if you are planning on donating the items that are not sold. **IF you want your un-sold items back and NOT donated, they must be tagged with PASTEL GREEN CARDSTOCK.** You may use any weight of cardstock for your tags. The thicker paper will ensure your tags durability throughout the sale. An example will be shown at the end of your packet. You can also follow these instructions for tagging: **Using a safety pin, pin the top of the card to the top of the front of the garment. If the hanger hook is pointing to the LEFT and the FRONT of the garment is FACING you, the tag should be placed on the TOP, RIGHT side.** When entering your items into the system we recommend including the Brand name and a clear description of the item on the tag in case the item and tag become separated. Like items can be combined and priced as one unit (example: 2 shirts). i**

**Remember, the minimum price will be \$2.00.** i **Please remember,** clothes should be tagged with a safety pin on the **front right side** of the item as it is facing you. **Do not** use straight pins, staples, sticky notes, stickers or tags held by strings. Do not put tags on the sleeves of shirts. Allow space between the safety pin and the writing so that the tag can be cut off quickly during check out.

i **½ price sale.** If your item has not sold by Saturday and you **want** it to be sold for half of the price listed, please indicate this when entering your items into the system. These will be automatically reduced at checkout on Saturday. i **Toys:** Attach tags to toys and equipment where they can be readily seen using strong clear packing tape. Scotch tape and masking tape **do**

**not** work. If tags fall off, we cannot sell your item. Books, puzzles, small toys can be combined and placed in Ziploc bags. **So that toys do not become separated during the sale, please put any toys/items in a zip lock bag that will fit in one and tape the bag shut.** Also, please be very descriptive on the tag in case items become separated. We must be able to inspect these items at drop off. Any item requiring batteries, such as an electronic toy/game **must include fresh batteries, installed** so that buyers can see how it works. Stuffed animals will only be accepted if they are

collectibles (Ty, Disney etc) and only 5 per consignor. **Sports Items:** We will accept sports attire and sports equipment in good condition. Any ESLL tee -shirts (or other league tee shirts etc) will be accepted and sold as donation only. Please see bold print under Items not accepted.

i **Shoes:** To insure that your shoes don't "walk away" please put shoes in a zip lock bag and tape the tag to the outside.

i **Equipment:** Any item requiring batteries such as a bouncy seat or swing should have fresh ones installed so that buyers can see how it works. Please thoroughly clean baby equipment before drop off. This includes washing fabric covers for bouncy seats, strollers etc. Playpens with exposed hinges will NOT be accepted. Please research any items that you are selling to determine if that item has been recalled.

i **Furniture:** For large ticket items, we suggest you go online if possible and print off information and current price, or you may attach original sales information. You may attach

this information to your tag. **Items not accepted:** We will **not** accept the following items for sale...play pens with exposed hinges, pacifiers, teething toys, bottle nipples, under garments and non-brand name tee shirts. **\*\*\*\*\*As a courtesy, if you want to get rid of tee shirts- we will accept non brand name tee shirts to be sold as a donation only. These items will not need to be tagged and ALL proceeds from the sale of these tee shirts will go to the First United Methodist Children's programs. \*\*\*\*\***

### **The pre-sale:**

A **private pre-sale for consignors** will be held on **Wednesday, March 1st from 6-8:00 pm.**

This sale will not be open to the public and will require a ticket for admission. You will receive this ticket when you drop off your items. **Every individual who enters the pre-sale must have an admission ticket. There is NO EXCEPTION to this policy.**

### **Pick up unsold items:**

Items not sold will be ready for pick up **SATURDAY, March 4<sup>th</sup> at**

**3:00pm.** Please **do not arrive before 3:00 and do not forget to come get your items!**

Items not picked up by 4:00pm will be donated to a charitable organization. **There are NO exceptions to this policy.** If you cannot pick up your items at that time, please make arrangements for someone else to get them for you.

### Example of Tag

Consignor #	Size
Description of Item	
Discount Yes/No PRICE Donate Yes/No	Item #
BARCODE	

### \*\*\*CARDSTOCK\*\*\*

If needed, we have cardstock available for you to use for your tags. You can get up to 15 sheets, which is approximately 90 tags. You can get all pastel green, all white or a combination. If you need more than 15 sheets, they will be .05 cents per sheet. You can pick the cardstock from the church office.

Below is the website and links for registering and entering items for inventory.

Registration Link: [fumcsweetrepeats.com](http://fumcsweetrepeats.com)

\*Click on "Need a Consignor Number"

- You will receive a message after you have registered that will give you your Consignor Number.

After you have registered, use this link: [fumcsweetrepeats.com](http://fumcsweetrepeats.com)

\*To begin entering items click “Work with Consigned Inventory”

## Information to Remember

- 1) Merchandise is sold on consignment. Participants are required to consign a minimum of **\$75.00** worth of items.
- 2) You will receive 70% of the sale price for all of your items sold. Your proceeds will be mailed within 10 business days after the sale.
- 3) It is important that you follow all of the instructions in the information packet. Items that are not in compliance will not be displayed on the floor.
- 4) **Registration will close on Friday, Feb. 24th at Midnight.** You will still be able to continue tagging items through Saturday, Sept. 25th at Midnight.
- 5) **To register**, go to [www.fumcsweetrepeats.com](http://www.fumcsweetrepeats.com) and follow the links. **When registering online, you will be directed to pay the \$10.00 non-refundable registration fee on Paypal.** (There will be a direct link on the webpage). If you do not want to pay the registration online at PayPal you can mail or drop off the registration form and fee at the church office no later than Friday Feb.24th.
- 6) **Make checks payable to First United Methodist Church with a note in the memo section**

We will do our very best to take care of all items left with us. First United Methodist Church or any volunteers working the sale are not responsible for loss by fire, shoplifting, human error or damaged goods.

**for Children’s Consignment Sale.** There will be a \$20.00 return check fee.

- 7)
- 8) Pick up items not sold or donated on Saturday, March 4th at 3pm. Any items not picked up by 4pm will be donated. **NO EXCEPTIONS!**

- 9) Consignors will receive ONE admission ticket to the presale on Wednesday, March 1st from 6-8pm. Only one person per ticket will be admitted into the sale.