

Consignor Success Kit

Our children grow so quickly, but their clothes and toys often have a lot more life left in them!

Consigning is one way to earn money back on new and gently used clothing, toys, furniture and more!

1. Register as a New Consignor.



2. Register as a Returning Consignor.



3. Sign up for our mailing list.



4. Schedule a time to Volunteer & get a pass to our exclusive Pre-Sale.



5. Log-in here to your Consignor home portal.



To enter your items to sell & print off your tags!

6. Know a new mom or grandparent? Sign up for a pass that entitles them for entry to our Pre-Sale:



Gathering Items to Sell:

Minimum # of Items to Sell: 15

Maximum # of Items to Sell: unlimited but be selective and bring your best items for top dollar!

Accepting all seasons of clothing. Upcoming season items sell best.

What We Are Accepting:

- **Holiday Wear** - Thanksgiving, Christmas, New Year's, Valentine's Day, Easter, First Communion, Flower Girl/Boy clothing
- **Children's & Teen Clothing** (Newborn through Teen) - school uniforms, outerwear, play clothes, dress outfits, raincoats, Sunday clothes, dresses, suits, etc.
- **Children & Teen Shoes** - new or "like new" condition with no holes and little scuffing.
- **Children's Accessories** - hats, belts, ties, bonnets, bows, bloomers, tights, etc.
- **Books** - must be in Excellent/Very Good Condition with no extra writing/highlighting. Books sell better in sets. Parenting, children's pre-school, and dry-erase books also sell well.
- **Children's & Baby Toys** - including games, pull toys, push toys, trucks, action figures, activity toys, etc.
- **Puzzles** - sell best in groups of 2-3 or more. Puzzles must include all pieces.
- **Dolls** - Barbies, American Girl, Baby Dolls, etc.
- **Electronic Toys** - must have working batteries & be fully functional.
- **Children/Teen Equipment** - must be very clean & fully functional. Rollerblades, skateboards, scooters, and sports equipment.
- **Yard toys** - slides, sandboxes, and wagons.
- **Riding toys** - bicycles, scooters, etc.
- **Train and Lego Tables**
- **Dancewear** - dance costumes, dance shoes & dance bags.
- **Nursery and Baby Items** (in excellent condition) - cribs (no drop down side cribs accepted), changing tables, bassinets, cradles, gliders, rockers, ottomans, baby monitors, baby bottles, nipples & pacifiers (new in unopened package only), diaper bags, backpacks, lunchboxes, cups, other feeding accessories, humidifiers, bathtubs, gates, bedrails, playpens
- **Baby Equipment** - exersaucers, walkers, strollers, bouncers, swings, car seats (must be marked less than 5 yrs old), booster seats, high chairs, backpack carriers, baby carriers (Snungli, Baby Bjorn), and baby backpacks.
- **Linens & Bedding** (no stains, sets preferable) - sheets for bassinets, cradles, cribs youth beds, twin beds, current style comforter sets, changing pads, head supports.
- **Maternity / Nursing Clothing** (in Excellent condition) - Pregnancy books, most Nursing items & Parenting books, Breast Pumps, Nursing bras, Boppy pillows & cases, etc.
- **Children's Décor & Furniture (must be fully assembled & in Excellent Condition – please note: large furniture must be picked up at the end of the sale if unsold)** - pictures, lamps, desks, frames, mobiles, wall hangings, children's furniture, dressers, youth beds, bunk beds, toy boxes, night lights.
- **Children's/Teens music and game CDs/DVDs** - GameBoy, Nintendo, PlayStation, Wii games (must be in perfect working condition), board games of all kinds with all pieces included.
- **Therapy Toys** for OT, PT and Speech Needs.
- **Sports Equipment** - college and professional team clothing and items, basketball, baseball, football, soccer clothing and shoes (must be in Excellent Condition).

What We Are Not Accepting:

- Car Seats more than 5 years old
 - All Cribs with Drop Down Sides and cribs that have been recalled
 - Unassembled Items (consignors must assemble their items at or prior to Drop Off). Also include what the item is retailing for if you want to sell it fast! Buyers love to see the discount you are offering!
 - Underwear (unless New-in-Package)
 - Clothing with any stains, tears, missing buttons/snaps
 - Shoes with scuffs
 - Clothing with odors
 - Used bottles / nipples / pacifiers
 - Games / puzzles without all the pieces
 - Stuffed animals (unless they walk or talk or are collectible). No Beanie Babies please.
 - Promotional toys (e.g. Happy Meal type toys)
 - Blow Up toys (unless NEW in package)
 - Adult Clothing of any kind except Maternity
 - Jewelry (exception Hair bows and hair bands, baby silver jewelry)
 - R-rated movies or video games
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- Any item that has been recalled on the www.recalls.gov, <http://www.cpsc.gov/cpscpub/prerel/prerel.html>, or are a result of search on our "Recalled Product Search" page.

Top Consignor Success Tips

- All clothes must be clean, odor-free & in style with no missing snaps/buttons or holes! If you want top dollar on your items, steam or press them. Snap all snaps and button all buttons! These items stand out and consistently receive the best prices!
- All clothes need to be on hangers. If the hanger is too large for the item (e.g. infant outfit) bend the hangers down so the clothes won't be stretched.
- **All toys and equipment must be in perfect working order with batteries (if applicable) and fully assembled!**
- Manuals will help sell your item much faster and for a higher price! Most manuals can be downloaded for free from the internet and you could include the link to the download on an index card attached to your item! If you do this and your item is in great condition, you are almost guaranteed a quick sale!
- Use our state-of-the-art consignment software to get your items ready to be sold quickly and easily! You'll be asked for a size, a description, a category and a price for each item. Simply enter this information in the My Sale Manager software from our website, then print out the bar-coded tag on heavy white cardstock paper and pin the tag to the front of your item on the right-hand side. (Or use tagging gun).
- Put all clothes on hangers with the hook facing to the left so the hanger looks like a question mark.
- Use XL Ziploc bags for large items. All clothing with the exception of packages of onesie and infant sleepers sells best if hung and not placed in a baggie.
- Shoes should be zip tied with the tag attached through the zip tie loop.

- No handwritten tags or changes in handwriting on the tags will be accepted. Only bar-coded tags will be used in our Sale.
- Separate your items by gender and size. Use rubber bands wrapped around the top of the hanger groups to separate clothes into size categories to make your Drop Off go smoothly.
- Remember: The only way for you to make money is to get your items from the rack to the register! Price items to sell before the ¼ and ½ Discount Days because most purchases are made prior to the Discount Days. The Discount Days run the last two days of the Sale and you, as the consignor, decide if your items will be sold at the discounted price or not. You will make this choice as you are entering your items for tagging.
- Most items sell between ¼ and ½ of their retail price. However, items such as Little Tikes and double strollers often sell for up to 2/3 of their original cost.
- Do a little research on sites such as www.littletikes.com, www.fisher-price.com, www.ebay.com, and www.toysrus.com to make the best pricing decisions.
- Put your tag in clear view so the shopper can easily see it!
- All tags should be secure enough to **withstand rigorous shopping!** This means no copy paper tags. Cardstock tags only!
- Use plastic tape to hold tags on non-clothing items, but remember not to tape over the barcodes or they will not scan at Check Out.
- Many consignors also put their initials and consignor # on the bottom of large toys/equipment with masking or electrical tape in case the tag comes off while the buyer is bringing it to the Check Out.
- On items with multiple pieces, price only the 1st and largest item and clearly mark the number of pieces included (for example: 1 of 3, 2 of 3, & 3 of 3, etc.) so the shopper gets all the pieces included with your item. Whenever possible, put the additional accessories in zip lock bags. Don't forget the Instructions if you have them! Shoppers are 50% more likely to buy your item if the Instructions are included!

Consignor Drop Off Procedures

- Allow 30 - 45 minutes (or more, depending on how many items you are bringing to sell) for Drop Off. You may have to wait if it is busy during your selected drop off time. Pack your patience!
- Bring an **Inventory Sheet** with the items you'll be selling (Login to the Consignor Portal using your Consignor ID and password to print your Inventory Sheet once you are finished tagging your items).
- If you separate your clothing items by gender and size, you will get through drop-off faster.
- **All items must be 100% prepared prior to Drop Off.** For example, if your tags aren't pinned on yet, we will ask you to attach them before getting into the Drop Off line. If your clothing items aren't all on hangers, we will ask you to return to the Drop Off area once they are hung. All toys need to be cleaned prior to your Drop Off. If Consignors do a quick check of all items before they come to Drop Off, our system will run much smoother.
- We will inspect your items while you wait and return any items that won't be sold at our Sale. Remember we only take the items that meet our high quality standards. We will most likely return a few of your items to you. Please don't feel singled-out or offended. We often find an item or two that consignors miss that were torn/faded/out of style/defective in some way.
- Double-check your tags to be sure they are securely attached and ready for heavy

shopping traffic!

Unsold Item Pick Up Procedures

- All Consignors must pick up any unsold items **that are not being donated to charity** during the Pick Up Time specified in the Sale Timeline.
- If another person will be picking up your items for you, we need to know this in advance. We will have a form at Drop Off for you to fill out and it will include any alternates such as spouses, older children, or friends that can pick up your unsold items on your behalf. If your designated alternate doesn't pick up your items by the final Pick Up Time, your items will be donated.
- Consignors are responsible for gathering their unsold items that are not being donated. We suggest that you print an Inventory of Unsold Items and bring it with you to help facilitate this process.

Our charities will be on site at the end of the Pick Up Time to accept all the donations.

Please Note: Any items left at the Sale after the Pick Up Time will become property of Foley's Munchkin Market. We have a lease agreement with our Sale Locations and we do not have the time to reschedule Pick Ups or take items to another location. Thank you in advance for your understanding.

We are **honored** you have chosen to consign with us! We will do everything in our power to make this a fun and profitable adventure for you.

Call or email anytime for prompt answers to any questions. We are here to help!

Sincerely,

Francine Carstensen and Jolie Darby

Email is info@foleysmunchkinmarket.com or contact Francine or Jolie at 251-298-7253 (SALE).