



## CONSIGNOR TIP SHEET

### IMPORTANT CONSIGNOR REMINDERS AND DATES

- **The online tagging system automatically closes at 11:59pm on Saturday, Oct 1st** – all items **MUST** be entered before the deadline!
- Each registered consignor will receive a pre-sale pass to shop the sale on **Thursday, Oct 6** before we open to the public and again on **Sunday evening, Oct 9 for the 50% off pre-sale**. Passes will be emailed to consignors during their drop off appointment.
- **Unsold item pickup:** Consignors who do not donate their unsold items must pick up on **MONDAY evening between 6 and 8:30 PM. We will not sort unsold items**, so please come prepared to collect your items from the racks. We recommend flagging your hangers so you can quickly identify them. Any unclaimed items left after 9 PM will become the property of Savvy Chic Kids and donated to charity.

### SELECTING, PREPPING, AND TAGGING YOUR ITEMS

Item	Description	Preparation	Tagging	Additional Tips/Info
<b>Clothing</b>	All clothing will be inspected and should be of <b>high quality</b> . *Seasonally appropriate clothing, sizes infant through 12 kids, juniors' size 14 +, maternity and women's are accepted. <b>Please use appropriate category to differentiate infant, kids and women's sizes.</b> Infants 0-18 months, maternity and adult clothing are subject to item count limits. **Handmade clothing is not accepted. Underwear must be new and unused.	Clothing must be in style, clean, and free of any stains, rips, or signs of excessive wear. Zippers must be functional. Clothing must be hung and pinned, as required (hook of hanger facing the left like a question mark, pins at the top right side of the hanger).	Tags should be pinned on a seam at the top righthand side of the garment. If the fabric is delicate, pin at the neck or on the inside tag. All clothing items on a hanger <b>MUST</b> be priced at \$2 or above. Onesies may be hung on hangers but should be placed in sets rather than individually. They may also be placed in Ziplock bags (Bundling into sets of 3 or more is strongly recommended).	Outfits sell better than individual items, so combine pieces onto one hanger when possible (sizes <b>MUST</b> match).
<b>Shoes</b>	Shoes will be inspected and must be in like-new condition. Infant, kids, and women's sizes are accepted. Please use appropriate category and size to differentiate between infant, kid's, and women's sizes.	Wash shoes or use a magic eraser to clean any dirt or scuffmarks. Each shoe within a pair <b>MUST</b> be the same size.	Shoes should be secured together with zip ties or should be placed in a large Ziplock bag. Tags can be affixed with zip ties, or can be taped to the outside of the bag with clear packing tape.	Do not use packing tape to secure your shoes together or to attach the tags as they often become separated and cannot be sold.

<b>Baby Items</b>	Bibs, bottles, unused pacifiers, feeding supplies, nursing supplies, diapers (cloth and disposable), bath items, safety items, breast pumps, unopened baby food (must not be expired), nursery décor, monitors, car seat accessories, etc. are accepted. Electric breast pumps are accepted, but tubing must be removed if item is in used condition.	Package multiple small items in Ziplock bags. All electronic devices MUST include batteries (if applicable) and be in good working order. If an item includes multiple pieces, secure with clear packing tape, zip ties or in a Ziplock bag and seal the bag with tape.	Affix tags to the outside of plastic bags with clear packing tape. If possible, you may pin or tape directly on the item, depending on the material.	Sets that include multiple items will sell better, so bundle when possible.
<b>Large Baby Items &amp; Furniture</b>	Car seats, cribs (no cribs manufactured before July 2011), highchairs, changing tables, swings, exersaucers, pack-n-plays, bouncers, bassinets, strollers, crib mattresses, toddler beds, rocking chairs/glidens etc. are accepted.	All furniture MUST be assembled. If additional pieces are included, they must accompany the larger item. Place small items in a Ziplock bag and secure to the item with clear packing tape. Don't forget the screws.	Large items may require a large item tag, which you will receive when you drop off your items. Print your tag for each large item and bring it/them to the sale.	Car seats must have a minimum of 12 months until the expiration date and must be accident-free. You will need to complete a car seat waiver (available here or at drop-off). No recalled items are accepted! Please check the recall list at <a href="http://www.cpsc.com">www.cpsc.com</a> .
<b>Bedding &amp; Blankets</b>	Crib, toddler, and twin bedding is Accepted. Twin, full, queen and king bedding is also accepted.	Bedding sets should be placed in large clear (or light blue) plastic bags. Blankets may be placed in plastic bags or folded and pinned at the corners, so as not to come unfolded.	Tags should be affixed to the outside of plastic bags with clear packing tape. When not placed in a bag, tags can be directly pinned to the blanket.	Bedding sets should be priced at \$55 or below, as they rarely sell when priced above.
<b>Toys</b>	Stuffed animals are accepted only if they are in new or like new condition and freshly laundered. Maximum of 5 stuffed animals/signor. Toys MUST be in good working condition and MUST include all pieces. Outdoor toys, playhouses, bicycles, scooters etc. are accepted and are great sellers.	Package toys with multiple pieces in Ziplock bags and secure closed with clear packing tape. Attach larger toy sets together with packing tape or zip ties. All electronic toys MUST include working batteries (if required for use).	Attach tag directly on the item with clear packing tape.	No Happy Meal or Dollar Store toys.
<b>Games, Puzzles, Video Games, &amp; DVDs</b>	Games and puzzles MUST include all pieces. DVDs and video games must be free of scratches and in good working order. No VHS Tapes accepted.	Secure puzzle pieces in place with clear cling wrap. Tape all boxes and DVD/game cases closed to ensure no pieces go missing. If packing tape will damage the item/box, use painter's tape.	Attach tag directly to the item with clear packing tape or painter's tape. When using painter's tape, make sure the tape does not cover the barcode.	VHS tapes are not accepted. Video game consoles are accepted. Ensure all game and puzzle pieces are in the box before taping shut.
<b>Books</b>	Books should be free of rips, crayon or pen marks.	Bundle similar books together in Ziplock bags, with curling ribbon/string/twine, or with painter's tape.	Attach tag directly to the item with clear packing tape or painter's tape. When using painter's tape, make sure the tape does not cover the barcode!	Books are a big seller, but we get tons. Price your books competitively, mark them for DISCOUNT, and BUNDLE them!
<b>Home Décor</b>	Home and holiday décor and small furniture items are accepted. No office supplies or appliances accepted.	Must be clean, free of damage, chips, cracks etc.	Attach tag directly on the item with clear packing tape or pin to soft fabric items	

## ITEM LIMITS PER CONSIGNOR *(We strongly encourage you to pin multiple items on one hanger! Each hanger = 1 item)*

- Total item limit of 350 items.
- 60 **total** items of Newborn through 18M sized clothing, per gender
- 15 hangers of maternity clothing maximum
- 25 hangers of women's clothing maximum
- 5 stuffed animals maximum

## HANGERS & HANGING ITEMS

- Wire hangers are required. Please do not use plastic hangers as they take up a lot of rack space and it is difficult to pin items to thicker plastic hangers.
- All clothing should be placed on a hanger with the exception of onesies, socks, underwear, etc. Do NOT put outfits/sets in a bag.
- All hangers must face the left (the hook of the hanger should look like a question mark); tags should be pinned to the right side of the garment when looking at the front of the garment.
- ANY CLOTHING ON A HANGER MUST BE PRICED AT \$2 OR MORE! Bundle multiple pieces if a single item would be priced below \$2.
- When hanging multiple items on a hanger, all items MUST be the same size.
- Please view the videos on our website (click [here](#) and [here](#)) to assist you in tagging and preparing your items. Any items tagged incorrectly will be returned to you during inspection or pulled from the sale floor during the sale.

## WOMEN'S CLOTHING GUIDELINES

- We accept women's designer and better boutique items. This includes tops, blouses, sweaters, jeans, skirts, and coats. All must be seasonally appropriate for the current sale, in pristine condition and current/classic pieces. Please no "vintage", hand-made, faded, pilly or out-of-date items.
- We are seeking brands such as Free People, Ann Taylor/Loft, Anthropologie, Banana Republic, J Crew, Gap, Hollister, BCBG and other similar labels. We will also accept department store labels from Nordstrom, Bloomingdales, Macy's, and nicer boutique stores.
- Please limit your consigned women's items to your best 25 pieces. Please bring your women's items grouped separately from your children's items to your drop off appointment. **(If you have a large selection of nice women's clothing you'd like to consign, please email us at [savvychickids@gmail.com](mailto:savvychickids@gmail.com))**

## ADDITIONAL REMINDERS AND INSTRUCTIONS

- All tags MUST be printed on **white cardstock** paper (6 tags per page, printed at normal quality – NOT draft)
- Fill in all of the required information in the tagging software (description, price, category, size, etc.). If you are selling an item that falls within a size range (i.e., 18 to 24 months), always choose the SMALLER size (18 months in this example). You may NOT write on tags!
- **Price your items to sell.** Savvy Shoppers are looking for great deals at affordable prices. **This economy is ROUGH and shoppers do not have the disposable income they had in the past.** Items that are prepared nicely and priced well will sell fast and first. Overpriced items not only rarely sell, they take up valuable rack space and are the main complaint from shoppers.
- ALL ELECTRONIC ITEMS MUST INCLUDE WORKING BATTERIES (IF REQUIRED FOR USE) AND BE IN WORKING ORDER!