

# Quick Reference Guide

Selling at Just Between Friends

## Getting Started:

1. Clean out the closets, drawers & garage
2. Wash clothing and check for stains/damage. Clean non-clothing items, check for missing pieces, be sure everything works properly. Check all infant gear for recalls at [www.cpsc.gov](http://www.cpsc.gov)
3. Hang clothing items on hangers, bundle non-clothing items (see details below)
4. Create tags online, print, attach tags to items & pack for Drop Off

## Supply List:

- 8.5x11 White Cardstock (9 tags print per page)
- Safety pins or tagging gun with fasteners
- Hangers, child-size preferred for smaller clothing
- Clear self-seal (Zip-loc) bags
- Clear packaging tape, blue painter's tape for books
- Scissors, ribbon/string, zip-ties & hole-punch
- Cleaning supplies (for toys & gear), stain remover & wrinkle releaser

Item	Examples	Prepping	Pricing	Tagging
<b>Hanging Clothing</b>	Clothing Outfits, pajamas, dresses, coats, bathrobes, dress-up clothes, etc. (Limit 20 Maternity and 20 Girls Juniors clothing items.)	Hang on child size (or appropriate size if teen/maternity) plastic hanger with hook facing left (like a question mark); Attach multiple items together with tagging gun or safety pins so that pieces cannot be separated	Put outfits/set together to price for at least \$3.00; Start at \$3 for basic, generic brand 0-24mo outfit; Add \$1 each for larger size, name brand, formal, heavy/winter	Attach JBF tag to item's tag or seam (so that you don't put an extra hole in the item) and be sure the tag is easily seen on the front right of the item (pull on tag to be sure it is secured)
<b>Non-Hanging Clothing</b>	Socks, tights, infant mittens & booties, hats, accessories, etc.	Attach sets of items (for example, 3 pairs of tights or 6 pairs socks) together with tagging gun or safety pins (be sure multiple pieces cannot be separated) and place in clear self-seal bag; Please do not tape the bag closed – our team will assist shoppers in inspecting items in bags for stains and damage	Put sets together to price for at least \$3.00, but okay to price for less (i.e., 6 pair socks for \$1.50)	Attach JBF tag to outside of bag with clear packaging tape or attach JBF tag to items inside the bag (be sure tag is easily seen)
<b>Shoes</b>	Shoes, boots, slippers	Attach pair together using a zip-tie; Put infant shoes in clear self-seal bag (if unable to zip-tie)	Shoes must be in great condition and should start at \$3.00 for infant/toddler; Add \$1 each for larger size, name brand, heavy/winter	Hole-punch JBF shoe tag over a piece of tape to strengthen hole and use zip-tie to attach
<b>Bedding &amp; Blankets</b>	Bassinet/crib/toddler bedding sets, quilts, blankets, receiving blankets, burp cloths, bath towels	Put bedding/crib sets together in giant clear bag (zippered bags from new bedding work well); Bundle blankets/cloths/towels with ribbon/string (be sure multiple pieces cannot be separated)	Price to sell! Shoppers are less likely to purchase these items used, so prices have to be low; Try to price approx. 75%-90% off retail	Attach JBF tag to set/bundle with tagging gun, safety pin, or string (hole-punched); Or use clear packaging tape to put JBF tag inside clear plastic bag
<b>Bags &amp; Baby Carriers</b>	Diaper bags, infant carriers, backpacks, purses, etc.	Items should be zip-tied to adult size hanger	Price approximately 50%-75% off retail. Items in great condition tend to sell very well.	Hole-punch JBF tag and attach it to item with ribbon or string; If item contains multiple pieces, be sure all pieces are included and list number of items on JBF tag description

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## Questions?

Join our Facebook Group "JBF Dane County - Consignor/Sellers Group" or go to Consignor Details at [jbf.sale.com](http://jbf.sale.com)

Item	Examples	Prepping	Pricing	Tagging
<b>Infant Essentials</b>	Nursing covers/pillows, feeding items, monitors, safety items, diapering/toileting items, rattles	If item has multiple pieces use packaging tape, tagging gun, safety pins or clear self-seal bags to keep items attached together; Batteries must be included	Price approx. 50%-75% off retail. Items in great condition tend to sell very well.	Attach JBF tag directly to item or clear self-seal bag with clear packaging tape or hole-punch JBF tag and tie it to item
<b>Gear &amp; Furniture</b>	Exersaucer, swing, high chair, changing table, crib, stroller, car seat & car seat accessories	If item has multiple pieces use packaging tape, zip-ties, or string to keep items attached together; Batteries must be included; Car seat must have at least 1 year before exp. date & have manual; No cribs made before 06/28/11	Price approx. 50%-75% off retail. Items in great condition tend to sell very well.	Attach JBF tag directly to item with clear packaging tape or hole-punch JBF tag and tie it to item
<b>Toys</b>	Ride-on toys, blocks, dolls, remote control cars, etc.	Use clear self-seal bags to keep loose/small items together; Use packaging tape, zip-ties, or string to keep items attached together; Batteries must be included	Price approx. 50%-90% off retail.	Attach JBF tag directly to item with clear packaging tape or hole-punch JBF tag and tie it to item
<b>Books, Games, DVDs</b>	Books, book sets, board games, puzzles, video games, video game systems	Use clear self-seal bags or clear cling wrap (saran wrap) to hold multiple items together; Tie sets of books together and tie boxes closed with ribbon/string. Tape small items in baggies to medium sized cardboard for more security.	Prices can range from \$.50 to \$50 in this category, depending on the item. Price to sell especially for books & DVDs as there are always lots to choose from at the sale!	Attach JBF tag with clear packaging tape (do not tape directly on item surface if removing tape will cause damage); Hole-punch JBF tag and tie to sets
<b>Other</b>	Please email <a href="mailto:kristenparent@jbf.sale.com">kristenparent@jbf.sale.com</a> with questions about specific items	The goal is to keep tag on item and keep pieces together and be sure shoppers can see item clearly. Items without price tag or with missing pieces cannot be sold.	The goal is to price so that shoppers know they are getting a great deal. Allowing items to be sold at 50% off on Sun. is highly encouraged! Shoppers are looking for reduced prices on Sunday - give your item a chance to sell!	The goal is to keep tag attached (items without tags cannot be sold) without damaging the item

## Drop Off

- Bring Carseat and/or Crib Waiver, if applicable
- Sort items by size & type
- Bring wagon or cart to carry bins/boxes
- See webstie for Drop Off Dates & Times

## Pick Up

- Bring bins/totes
- See website for Pick Up Dates & Times
- Sorry, no early pick up; All items are donated when Pick Up ends