

## Lil Cherub Consignment Sale

What you will (may) need:

Hangers – Plastic or wire, adult or child, with a regular sized hook

Safety Pins – The larger the pin, the stronger. Small pins do not hold up through repetitive handling.

Tagging gun – (optional) Clothing is to be tagged in seams or clothing tags, never through the clothes themselves

Card Stock – This paper is thicker than normal paper. (65lb works best)  
Normal 20lb paper does not hold up to repetitive handling and results in lost items and no sale.

Zip ties – Great for connecting and keeping together items that are too big or bags.

CLEAR Packing tape – Can be used to secure items together. Do not tape other decorative stickers on toys etc. Pulling off the tape could result in damage to the buyer.

Plastic bags – Great for putting small items together or multiple items together

### Helpful Hints:

Good descriptions on your tags! These help us to verify an item at checkout and help us to reunite lost tags with items. (Good example: Gap blue shirt with pink bird, Bad example: Blue shirt)

Secure items substantially. Take extra measure to secure the tags and secure multiple items together. Do not tag items with a tagging gun through the garment, must be in the tag or seam, so a hole does not start.

### How Should I Price My Items?

We suggest pricing your items at  $\frac{1}{4}$  to  $\frac{1}{3}$  of what would be the full retail price. For example, if the original purchase price for an item was \$20 and it is in excellent condition, then the price could be \$7; if it is in really good condition, the price could be \$5.

There is a discount option that you can use when creating your tags in our system. Items marked for discount will be 50% off on Saturday. Only items marked in the system will be discounted. You will not be able to re-print tags after you drop off your items. Handwritten tags are not permitted.

If your item does not sell and you do not want to pick it up, use the donate option as you create your tags in our system. Donated items will be given to various Lil Cherub ministries. In the past, we have donated to schools, Pregnancy Resource Center, Red Bird Mission, churches in Eastern Ky and single parents attending Centenary's single parent oil change event.

Clothing must be for the appropriate season as listed below:

### **Clothing Clarifications for Fall/Winter Sales:**

*Acceptable items:* Winter/fall clothing, Halloween/Christmas theme

*None acceptable items:* Summer clothing such as flip flops, sandals, tank tops, bathing suits, swim trunks/suits, Easter or spring/summer motif, pool toys, water toys. No shorts, linen material, capris

### **Clothing Clarifications for Spring/Summer Sales:**

*Acceptable items:* Lightweight/rain jackets, jeans, summer and spring attire and accessories, khakis, normal weight sweatshirts and zip-ups, rain boots, cowboy boots

*None acceptable items:* Sweaters, corduroy, winter coats, winter boots, hats, gloves, flannel, wool, velvet, velour, fleece items. No turtlenecks, Christmas, Halloween, or Thanksgiving attire.

Items Will Be Returned to Consignors That DO NOT Meet Our Guidelines.

Each consignor needs to understand that the lighting can vary from our event facility and your home. We may see things you do not see in your home. We are looking for defects so our customers do not have to. Please understand we are all human; each inspector may see things differently, and if drop off gets hectic, some things might not get rejected when they should have been. If we pull an item after it has been checked in (on the sales floor), we place it in a specified area, and it will get returned to the seller. It is each consignor's responsibility to read and understand our policies, our waiver, and our display methods. We appreciate your kind understanding. Thank you for cooperating with our policy by choosing to consign with us.

Using a tagging gun? Do not tag an item just anywhere! Tag in a seam or a tag itself. Placing through the middle of the garment causes holes after it has been sold – we will reject anything tagged this way.

If an item is “rejected”, you have the option of taking the item home or leaving it for our donations.

Items that have been recalled cannot be sold. To check your items for RECALLS, go to [www.cpsc.gov](http://www.cpsc.gov). Most items are shown with pictures and it really doesn't take long to check.

Due to recent CPSC recalls, we recommend removing drawstrings from hoodies, vests, and coats.

## Clothing & Accessories Preparation Chart

Be sure to snap your snaps, button your buttons, tie your bows, and zip your zippers BEFORE dropping off your items for check in.

If your home is smoked in or you have pets or your items have been stored in or around moth balls, wash those items heavily. Many customers and workers are allergic and highly affected by these smells and pet hair.

All clothing MUST BE on hangers, freshly washed, and pet hair free. Clothing with stains, marks, tears, holes, pilling (fuzz balls), fading, broken zippers, missing buttons/snaps, etc. WILL NOT be accepted.

ALL ITEMS ON HANGERS MUST BE HUNG WITH THE HANGER FACING THE LEFT. IF YOU LOOK AT YOUR HANGER IT SHOULD BE FACING THE SAME WAY AS A QUESTION MARK. SHOPPERS WILL SHOP BY MOVING CLOTHES RIGHT TO LEFT FACING THE FRONT OF THE GARMENT ON THE RACK.

Bibs and Burp cloths – If more than one, pin together in a group with the tag or place in a baggie with the tag taped on. Secure the baggie. Make sure we can see each item through the baggie for inspection. If we can only see the top one, we will reject them all.

Diapers – Bundle in packaging or plastic. Seal with tape.

Hair bows – Disinfect clip section with alcohol and bag them. Secure the baggy with tape

Hats – Choose how you want to sell them – with a matching outfit, group with other hats etc. You can either pin hats together or place in a baggy and secure. We must be able to see all contents in the baggies.

Jewelry – NO jewelry will be accepted to sell. CPSC guidelines specify high school ages and above for resale and we are mainly a children's consignment

Juniors clothing – We accept all junior size clothing and boys up to size 18. We do not accept women's or men's clothing.

Maternity clothing – We accept maternity clothing but they must also follow the seasonal guidelines.

Onesies – **Must be put on a hanger.** If you are selling a group, you can tag or pin them together. We will no longer accept them in baggies. We cannot see enough of the items to inspect them for stains, etc.

Pajamas – **Must be on hangers** unless in original packaging. All used PJs must be hung up for a customer to see them.

Purses and Wallets – Make sure the purse is in season. Purses - You may put purses on a hanger or we will hang them on a rack. Wallets should be secured in a baggie.

Shoes – Each consignor number is allotted ONLY **8** pairs of shoes. For shoes under size 1 (boys or girls), please use a ziplock bag to keep the shoes together. Tape the tag **INSIDE** the bag. For shoes over size 1, that may be too big for a bag, zip tie them together and secure the tag with the zip tie. (This is where your good descriptions and heavy weight tags get a good workout!)

Socks - Clean socks only. No discoloration or stains. Group same gender socks together, place in baggie and secure. Make sure we can see all the socks.

Pants & Bottoms – All bottoms must be hung so the front and back are showing. (No folding pants over hangers.) They can be put on pants hangers or tagged and pinned on regular hangers.

**Outfits** – Many items sell better as a set. Make sure all items in the set are the SAME SIZE. Make sure you secure the items together with pins or tag the inseams with each item.

**Bedding** – Display in a bedding bag or hang on large hangers. These items are bulky. If you are selling several pieces together, please make sure you list them all on your tag.

**Blankets** – Fold over hangers and pin to secure to hanger. For smaller blankets, you can fold and pin the tag on. You can also put small blankets in bags, but do not secure them so they can be inspected.

**Board Games/Puzzle** – **All pieces must be in the box.** This is especially important for puzzles. **DO NOT DISSAPPOINT A CHILD OR PARENT!** Tape the tag to the front or back of the box. Please be careful where you tag, when the tape comes off, we do not want to take the packaging with it. Open or wooden puzzles that do not come in boxes can be packaged in saran wrap and secured with tape. Make sure it will not come undone if handled.

**Books** – Be sure all pages and binding are intact. You can group books together with baggies. Rubber bands DO NOT stay. Please be careful where you tag, when the tape comes off, we do not want to take the cover with it.

**Décor** – Take caution when preparing fragile items. Be creative and use supplies such as boxes, bags, plastic packing, etc to keep them safe and visible. If you cannot see it well, it can't sell!

**USE YOUR OWN DESCRETION WHEN ENTERING EXPENSIVE AND/OR BREAKABLE ITEMS. WE ARE NOT RESPONSIBLE FOR BROKEN OR DAMAGED ITEMS.**

**Electronic Entertainment** – Must have original case or be put in a baggie if case is no longer available. Do not tape together hinges until drop off. We must inspect that the DVD/etc. are in the case. Badly scratched DVDs and CDs will not be accepted. Make sure the item works. Buyers may report back to us when the items are not working. We will contact you for a refund. If you have manuals, please include them.

Equipment – Please check the recall website for recalled items.

[www.cpsc.gov](http://www.cpsc.gov)

Car Seats – Must be manufactured in the last 7 years and will have dates on them. They must not have been in any motor vehicle accident

Cribs – We no longer accept drop side cribs.

Pack N Plays- Must be clean and set up upon check in.

Bouncers, Bouncy seats, etc. – Make sure they are clean.

Highchairs – Make sure they are clean and seats are not stained from food buildup, etc. Use excellent descriptions on these items. (We may get 4 “graco blue pack N plays” and if a tag gets misplaced or lost, we are left guessing which item it may belong to. You may have asked \$30 for a really nice item and another seller has a used condition one for \$5. You need to make sure we can find your item and sell it for \$30.)

Furniture/Large items – Must be youth related (baby, child, teen). Must be in great shape, must be stable and sturdy, must have all pieces (nut/bolts). Cannot have broken parts or areas. No major cosmetic flaws . If the furniture must be put together, seller must do so at check in. Buyer can then learn to take it apart at purchase and know how to put it back together.

Infant Accessories – Use clear packaging or baggies to keep accessories together. All bottles/nipples MUST be sterilized and washed. No chewing marks are to be on nipples or cups. No used pacifiers. Teethers must not have not teeth marks and be in new condition.

Nursing Equipment – Breast pumps and other nursing equipment should be completely disinfected and washed.

Stuffed Animals – Pin the tag onto the stuffed animal. Do not tape it. We have a large bin all stuffed items go into. They get tossed around as they are looked through.

Toys – Like all other items, please check all of your toys for recalls. Battery operated toys MUST be working. Toys need to be overly secure. Little fingers love to rummage through the toys during the event. While we remind parents that playing is not allowed, it is inevitable for our merchandise to be tinkered with. **MAKE SURE YOUR ITEMS STAY INTACT.** Hundreds of people come through our doors. Toys that are not well secured are the number one item to have pieces go missing. Group small toys in baggies and secure well with clear packaging tape. Batteries and chargers MUST be included with all power toys like Jeeps, Cars, etc. Items with dead batteries will not be accepted. Please charge these items before the sale. Zip ties, baggies, twine, rope and string are all great additional supplies to help you secure your items. We do not accept toy guns.

### How Should I Enter My Inventory and Label My Tags?

All items must be in gender and size order. It's best to get your items and make piles of girl and boy and then arrange them in order of size. Once you have them in order, you can start to add them to your inventory on the computer. Once you have entered the items, there is no way to go back and rearrange them in order of size. Lines cannot be inserted. If you discover a few items after you have entered everything else, you can add those items at the end. (Hopefully, this feature can be changed in the future)

For all items, you must choose a category and a size and enter a description.

Categories are:

Accessories-Boys (Non-clothing)	Bath	Books
Accessories-Girls (Non-clothing)	Baby Equipment	Bedding
Car Seats	Clothing-Boys	Clothing-Girls
Costumes/Dress Up	Décor	Furniture
Games/Puzzles	Infant Feeding Supplies	Infant Shoes
Junior-Girls	Maternity	Shoes-Boys
Shoes-Girls	Toys	Videos/DVDs/CD
Sports/Recreation/Outdoor		

Sizes are:

Preemie/New born	3 Months	6 Months
9 Months	12 Months	18 Months

24 Months/ 2T  
5/5T  
8  
14

3/3T  
6/6X  
10  
16 & Up

4/4T  
7  
12

Junior - 0,1,3 Small

Junior-5,7,9 Medium

Junior-11 & up Large

Maternity-Small  
Maternity-X-Large

Maternity-Medium

Maternity-Large

**Shoe Sizes** - 1, 1.5, 2, 2.5, 3, 3.5, 4, 4.5, 5, 5.5, 6, 6.5, 7, 7.5, 8, 8.5, 9, 9.5, 10, 10.5, 11, 11.5, 12, 12.5, 13, 13.5

\*\*Please use the shoe sizes for all shoes.\*\*