

YOUR GUIDE TO *Selling* with JBF Grand Rapids



Let's do this together!

If you're a First-Time Seller, you'll find everything you need to know —right here in this Guide—to help you turn your outgrown kid items into CA\$H.



Gather



Sort



Prep



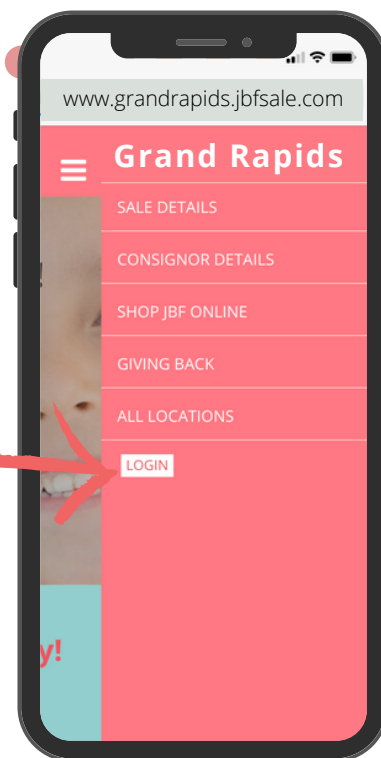
Price



Drop Off

First Things First: REGISTER

Save your spot by registering as a Consignor at the sale(s) you prefer.



STEP #1 *Gather*



Kids Grow Fast!

Each child cycles through a wardrobe every 6 months. So, if you're feeling like you have lots of outgrown clothes in your home, you're not alone!

Plus, you can also sell items you likely have around your home. Here are some places to look for more to sell.

Check all over your home!

Bedrooms

- clothing + shoes
- lamps + rugs
- gliders + rockers
- boppies + monitors

Closets

- sheets + towels
- diapers + new supplies
- step stools
- pillows + blankets
- maternity wear

Playrooms

- puzzles + games
- family DVDs
- dress up + costumes
- crafts + supplies
- instruments
- gaming systems

Bathrooms

- diaper disposal systems
- bath toys + supplies
- newborn tubs

...and check the garage!



Have any of these hot-selling items?

Large toys

- exersaucers
- rockers
- play kitchen sets
- tool bench play sets

Furniture

- toddler beds
- dressers + bassinets
- rockers + bouncers
- changing tables

Feeding supplies

- new pacifiers
- dishes + lunch boxes
- sippy cups + boosters
- safety items

Outdoor toys

- bikes + trikes
- scooters + skates
- ride-on toys
- playhouses



STEP #2 Sort



Keep | Sell | Toss

It's okay to **KEEP** the items that you just aren't ready to part with yet. **TOSS** the items that are too well-loved (stains, missing pieces, or are not working). You can even donate some items you might toss. **Sell** everything else that meets JBF standards.

SELL the items that meet these 4 C's:

CLEAN

The newer it looks, the better it sells. Check carefully for stains and holes in clothing. Clean all clothing and non-clothing items thoroughly.

CURRENT

Sell warm weather clothing and shoes at our Spring/Summer sale. Sell cold weather items at our Fall/Winter sale. Shoppers love current styles that are in fashion.

COMPLETE

Be sure all parts & pieces are present before you tag items. Shoppers want to open their items when they get home and find everything in working order.

COMPLIANT

Important Safety Guidelines apply to car seats, cribs, infant equipment & toys. All of the Recalls & Safety Standards are listed at **grandrapids.jbfsale.com** for you to check each of your items before you sell on the bottom of the consignors details page of the website.



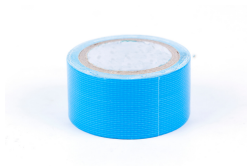
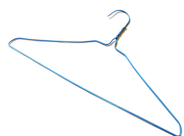
Safety Waivers Required for all Cribs & Car Seats

STEP #3 Prep



Gather these supplies to make your prep faster:

- hangers
- clear self-sealing bags (zip-loc)
- ribbon/string
- zip-ties
- clear tape & painter's tape
- clear (saran) wrap
- scissors
- safety pins or tagging gun
- hole-punch
- Tide Pen
- Magic Eraser or wet wipes
- Zip lock bags



TOYS & GEAR

Two Essentials:

- Tag is attached securely (won't fall off) &
- All pieces secured together (won't separate; tape bags closed)



STEP #3 *Prep*



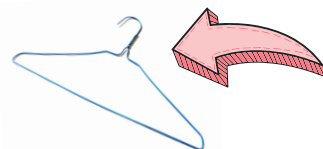
CLOTHING

Hanging & Tagging Clothing

Put all clothing on a hanger. Bundle socks, undies, mittens and others accessories in clear self-sealing bags. Attach JBF tag with safety pin or tagging gun to clothing or tape to bags..

Hanger Direction

Be sure the hanger hook opens to the left, like a question mark. Attach JBF tag to front of item - either through the garment's tag, or inside hem. Wire hangers are preferred as they move better on the racks.



Creating Outfits

It's okay to bundle items into sets. Secure pieces to hanger using safety pins, using one hanger if possible. If not, zip-tie hangers tightly together so outfit remains together as a set.

Tagging Gun

If you use a tagging gun to attach JBF tags, ONLY puncture the garment's original tag or an inside seam so that you do not damage the fabric. Do not use a tagging gun to attach the tag to the front of the garment...it will leave a hole.



STEP #3 *Prep*



Bundling in Bags

Multiple items—that are all the same size—can be folded neatly and placed in a bag. Use a tagging gun fastener or a safety pin to connect all items together. Attach tag directly to the set or to the bag. All bagged items may be opened at the hold desk for buyers to inspect..



Accessories

Use clear bags to bundle sets like socks, hair accessories, infant mittens or undies. Display neatly so shopper can see well. Tape JBF tag to the bag. Most accessories will be hung using provided clips for easy shopping.



Hats

Simply attach JBF tag to hats using a safety pin or tagging gun. No need to use a bag and these will also be hung in the accessory section using provided clips.



Hanging Multiple Items on a Hanger

Multiple items—that are all the same size—can be hung on a single hanger. Use a safety pin or tagging gun fastener to attach pants/skirts to hangers. Keep in mind where you place the pin or fastener so that it does not leave a hole.

STEP #4 Price



Shopper-Focused Pricing

Ask yourself, "What price would make me buy this item without hesitation...and brag about my bargain to my friends?"

Retail Price	JBF Clothing Price	Pricing Non-Clothing Items	
less than \$10	\$1-4 Value Brands: Cherokee, Circo, Carters, Old Navy	Toys Books Baby Gear Furniture Electronics Strollers + Joggers Sporting Goods	Price a little higher for: <ul style="list-style-type: none"> • new with tags • hot selling • like-new • large toys
less than \$20	\$3-6 Standard Brands: Gap, Gymboree, Justice Children's Place, Nike	60-80% off retail	Price a little lower for: <ul style="list-style-type: none"> • infant clothing • play clothes • good condition • maternity
more than \$20	65-75% off retail Boutique Brands: Mini Boden, Crewcuts, Mud Pie, Matilda Jane	Want to SELL Even MORE? Choose to REDUCE, which allows your items to sell at 50% off during discount sale days	



Bundle Items to Save Time

As you are thinking about prices, consider creating sets or bundles. Put an outfit together (same size/brand), or a set of same-size onesies. Bundle 6 pair of socks together, or several superhero figures. Shoppers love it, and you only have to create one JBF tag!

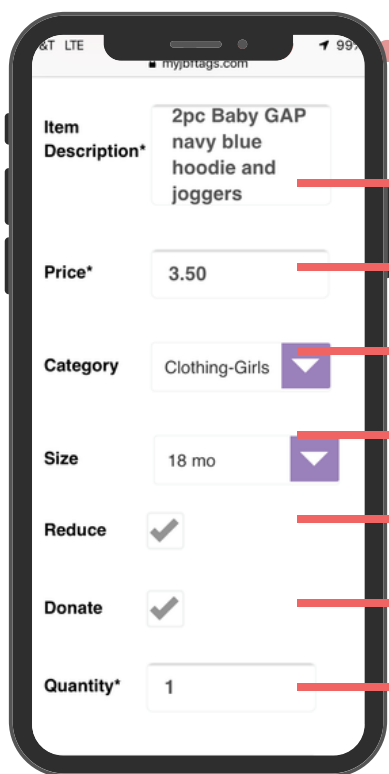
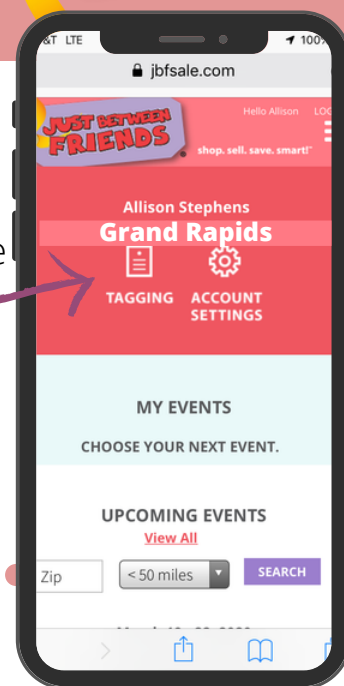
STEP #4 Price



Where to Create Your Tags

Now that your items are inspected and bundled, it's time to log in to your JBF Profile and enter your tag data.

1. www.grandrapids.jbfsale.com
2. login (create profile if you have not yet)
3. click on TAGGING



Creating Tags

Include **brand**, **color(s)**, **description (B.C.D)** + number of pieces included

You choose the price

Choose the category that fits best (leave blank if you can't decide)

Indicate size for clothing and shoes

A check mark here will allow your item to sell at 50% off on Half Price Day

A check mark here will allow your item to be donated if unsold

Rapid Entry: This feature is if you have more than one of the exact same item and want to create several tags at once

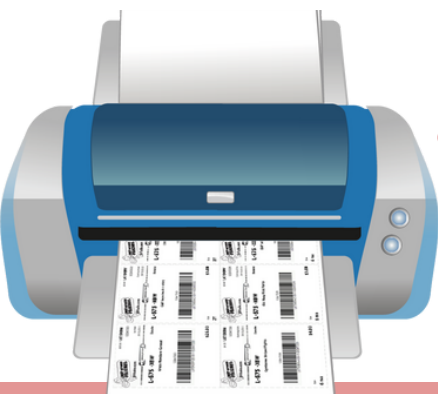
TIP! Talk-to-Text

If you are entering tags on your mobile device, use talk-to-text to go even faster!!



Print & Attaching Tags

Print tags on 8.5"x11" white **cardstock**. Tags print 6/9 per page. Now that your JBF tags are printed, cut them apart and sort them by gender, type and size to make this step go smoother. See the Facebook VIP page for more details on printing and cutting tags for quick attaching.



STEP #5

Drop Off

JUST BETWEEN
FRIENDS



You did it!

Now that your items are tagged, you'll want to pack items **organized by type and size** so that your Drop Off process is easy and fast.

Seller Drop Off for JBF Grand Rapids IS TYPICALLY SUNDAY & MONDAY LEADING UP TO THE SALE - SEE WEBSITE FOR MORE SPECIFIC DROP OFF TIMES

1

Plan for 60-minutes to drop off your items. A drop off time will be required for each consignor. It may take longer if you have 250+ items to drop off. Drive to The DeltaPlex and follow the signs...Park...Enter...and **Check In**...you will receive your Presale Ticket information at drop off!

2

Random Clothing Inspection will take place at drop off. If you are selected, leave your clothing items here while you place all of your non-clothing items where they belong on the sales floor. Then, return to Clothing Inspection to pick up your items. You'll hang all clothing by gender/size on the racks. There are alphabets on all the racks and you will hang your items to the right of the of the first letter of your consignor number.

3

All items that a child sits in, is carried in, or sleeps in will be inspected by our recall specialists so please check the safety of these items before arriving.

4

For your Large Items, you will place those in the large item area.

That's It! You're Done!

During the Sale

**JUST BETWEEN
FRIENDS**



Make time to
SHOP

**MAKE SURE YOU GET THE BEST
DEALS FOR YOUR FAMILY!**



Watch Your Consignor Check Grow

You can view your sold items!
Log in to your JBF Profile,
click on TAGGING, then
choose REPORTS.



Share Free Tickets

Now is the time to tell
everyone to shop! The more
you share, the bigger your
consignor check will grow.
Be sure all the families in
your life know about the
resource of JBF this week!



Unsold Items Donated to Charity

Are distributed to help local
families through our Charity
Partner, In The Image. You
can print a donation receipt
for tax purposes from our
website.

Presale Shopping

Tuesday | March 15



Details can be found on the
website at
www.grandrapids.jbfsale.com.
*A presale pass/ticket will be needed
for this timed entry day.*

Note: Tuesday's Presale is an adult
only shopping day ending at 9pm.

Public Shopping

Wed. | March 16 | 9am - 8pm

Thur. | March 17 | 11am - 8pm

*Note: Wed. \$3 entry without ticket.
Tickets recommended for entry*

Half Price Presale

Thur. | March 17

Team Members | 5pm - 8pm

Consignors | 6pm - 8pm

A presale pass will be needed for entry.

Public Half Price Days

Fri. | March 18 | 9am - 8pm

Sat. | March 19 | 9am - 12pm

Free admission!

Tickets Recommended



Seller Pick Up

Sun. | March 20 | 11am - 2pm

If not donating all unsold items.

Must have a pick up time selected.