

# YOUR GUIDE TO *Selling* with JBF Livonia/Novi

**JUST BETWEEN  
FRIENDS**

## 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**



**Price**



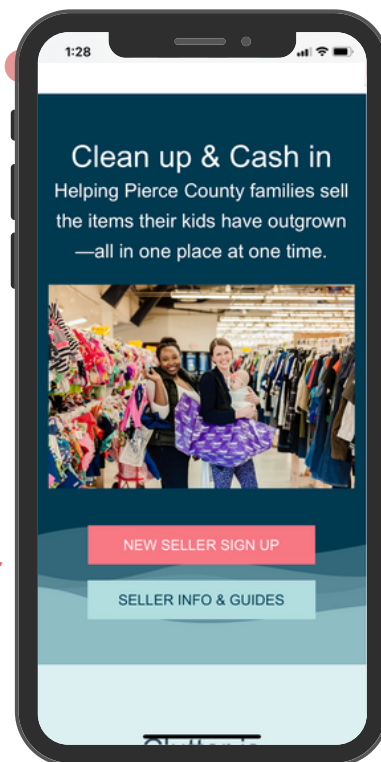
**Prep**



**Drop Off**

## First Things First: REGISTER

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



**Questions?** Join our Facebook Group for quick Q&A.  
<https://www.facebook.com/groups/927644955184127>

# 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
- 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 | Toss | Sell

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).

## 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 **jbfsale.com** for you to check each of your items before you sell.



**Safety Waivers Required** for all Cribs & Car Seats

# STEP #3 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 <b>\$10</b>	<b>\$1-2</b> <b>Value Brands:</b> Cherokee, Circo, Faded Glory, Garanimals	Toys Books Baby Gear Furniture Electronics Strollers + Joggers Sporting Goods	 Price a little higher for: <ul style="list-style-type: none"> <li>• new with tags</li> <li>• hot selling</li> <li>• like-new</li> <li>• large toys</li> </ul>
less than <b>\$20</b>	<b>\$3-6</b> <b>Standard Brands:</b> Carter's, Old Navy, Children's Place, Nike	<b>60-80% off retail</b>	Price a little lower for: <ul style="list-style-type: none"> <li>• infant clothing</li> <li>• play clothes</li> <li>• good condition</li> <li>• maternity</li> </ul>
more than <b>\$20</b>	<b>65-75% off retail</b> <b>Boutique Brands:</b> Crewcuts, Mud Pie, Matilda Jane	<b>Want to SELL Even MORE?</b> 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, 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!

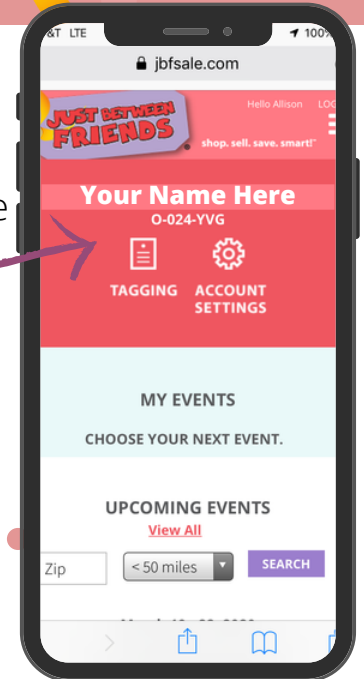
# STEP #3 Price



## 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. livonianovi.jbfsale.com
2. login
3. click on TAGGING



## Creating Tags

Include brand, colors, number of pieces included

You choose the price

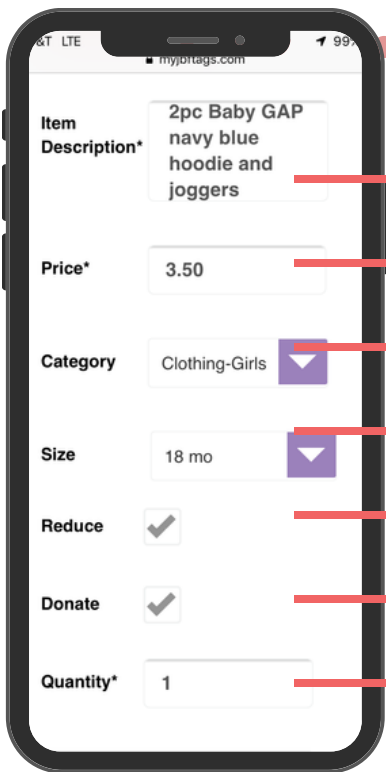
Choose the category that fits best (leave blank if you can't decide)

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

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



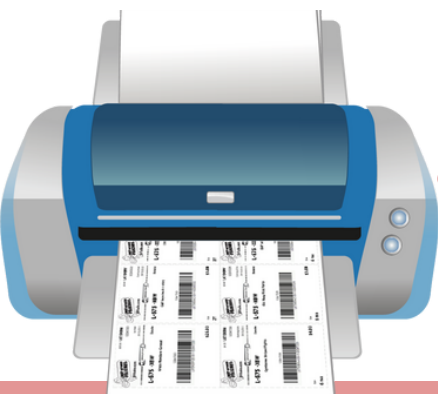
## TIP! Talk-to-Text

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



## Print Your Tags

Print tags on 8.5"x11" white cardstock. Tags print 9 per page.



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# STEP #4 Prep



## Preparing Your Items & Attaching Tags

Now that your JBF tags are printed, cut them apart and sort them by gender, type and size to make this step go smoother.

### 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

## TOYS & GEAR

### Two Essentials:

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



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# STEP #4 Prep



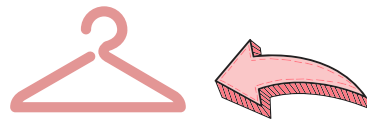
## CLOTHING

### Hanging & Tagging Clothing

Put most clothing on a hanger. Bundle onesies, socks, infant mittens & hats, as well as accessories in clear self-sealing bags. Attach JBF tag with safety pin or tagging gun.

### Hanger Direction

Be sure the hanger hook opens to the left, like a question mark. Attach JBF tag to front of item.



### Creating Outfits

It's okay to bundle items into sets. Secure pieces to hanger using safety pins and then 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 tag or an inside seam so that you do not damage the fabric.



# STEP #4 Prep



## Bundling in Bags

Multiple onesies—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 onesies together. Attach tag directly to the set (not to the bag). Do not tape bag closed, so shopper can inspect items closely.



## Accessories

Use clear bags to bundle sets of socks, hair accessories, infant mittens and hats. Display neatly so shopper can see well. Place JBF tag inside and tape bag closed.



## Hats

Simply attach JBF tag to hats using a safety pin or tagging gun. No need to use a bag.



## 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 (through a sturdy waistline) to attach pants/skirts to hangers.



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.

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## Seller Drop Off for JBF Livonia/Novi

### WEDNESDAY | SEPT 6 | 3-9PM

### LIVONIA ATHLETIC DISTRICT

### 14255 STARK RD, LIVONIA, MI 48154

1

Plan for 60-minutes to drop off your items. Longer if you have 250+ items to drop off. Drive to the LAD, park in their main parking lot on Stark Road. Enter the double doors on the east end of the main parking lot; you do not need to walk through the main entrance.

**Remember to check In!**

2

Your first stop will be Clothing Inspection. 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 in gender/size areas on the racks, behind the first letter of your consignor number.

3

All items that a child sits in, is carried in, or sleeps in will be inspected at our Safety & Recalls Station.

4

For your Large Items, you will attach a yellow ticket to the items which makes it easier for shoppers to purchase your items during the sale.

*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(s). You'll receive a donation receipt for tax purposes.



### Presale Shopping

Thursday | Sept. 7th  
Team Lead | 10am-11:30am  
Team Members | 1pm-4pm  
Consignors | 4pm-5pm  
Pre-sale Ticket | 5pm-8pm

**No children** over 6 mo allowed during Pre-Sale events. NO strollers, must be in carrier.



### Public Shopping

Friday | Sept 8  
Public | 11am-8pm

Saturday | Sept 9  
Public | 10am-3pm  
\$3 at the door or FREE ticket online!



### Half Price Presale

Saturday | Sept 9  
Team Leads | 3pm-4pm  
Team Members | 4-4:30pm  
Pre-Sale Half-off Ticket | 5-8pm



### Public Half Price Day

Sunday | Sept 10 | 9am-1pm  
Free admission!



### Seller Pick Up

If items are not donated  
Sunday | Sept 10 | 7pm-8pm