

# HOW TO (CONSIGN) @ HALF-PINT



## HALF-PINT RESALE

### #1– REGISTER ONLINE

Registering gives you permission to login and print your barcodes. And we need to know you are coming! Read through all of the info that we send you and add **all of the dates to your calendar**.

### #1A– REGISTER TO VOLUNTEER

Volunteering is a lot of fun AND gets you into the presale even before consignors! *Links are online.*

## #2– PURGE YOUR CLOSETS

But don't stop there. Look through your garage for sporting items. Find the bins hiding in the basement. Have your kids choose some toys to sell (to make room for new ones!). Look through your bookshelves, the shoe bins, and outdoor gear.

### #3– WASH & CLEAN

Throw the clothes back in the washer –but before you do, gather up your favorite **stain remover** and give all of your items a good look-over. Try the zippers, check the buttons, look at collars.

For other items, check to make sure that they work, have working batteries, have all of their pieces. This step is what keeps shoppers happy and our sale high quality!

### #4– GATHER SUPPLIES

- Paper (white, green if you plan to sell items over \$75 that you don't want sold at half-price)
- Safety Pins (or a Tagging Gun, if you like)
- Hangers (no adult plastic tube hangers)
- Ziploc Bags
- Packing tape and Scotch Tape
- Rubber bands and Zip-Ties (for shoes and boots)
- Labels (Avery 5160, or compatible)
- Sharpies or Pen

### #5– COPY TAGS & PRINT BARCODES

Tags can be copied on regular ole paper on a regular ole copy machine. Estimate what barcodes you need, and print extras. You can use them for upcoming sales, and extras will make tagging go quick.

### #6– HANG & BAG ITEMS

This is a great place to include a friend or partner. Everyone can hang items! Hangers look like a question mark. Anything that is being sold together that is **MORE THAN ONE ITEM** should be secured in bags, or rubber banded/zip tied together!

### #7– GRAB A SNACK & A GLASS OF WINE

Well, that is what we do. Spread out, put on a favorite TV show, grab a movie.

## #8– TAG!

Spread out if you can, grab your supplies, and go! For any questions regarding how to tag, find Tagging Guidelines at [halfpintresale.com](http://halfpintresale.com) under Consign/How to Sell.



### #9– SORT AND PREP FOR DROPOFF

Put like items together to make it easier to put your stuff on the floor once it's been checked-in. **BRING:**

- Your bins of items. Some folks put their items in bags, suitcases.
- A dolly or wagon, if you think that will make it easier to bring your items to the door and through line.
- A BIN (plastic, **NO BAGS OR BOXES** and **NO COVER!**) that has your **CONSIGNOR NUMBER** on the inside of the bin as well as the outside (opposite side) for easy sorting. You only need to leave a bin if you want items back post sale.
- A warm coat, an umbrella, a hat— you will likely be waiting outside before checking in.
- A small kit of extra supplies (tags, barcodes, safety pins, a pen) in case a tag falls off.