HALF-PINT RESALE

Tagging Guidelines

Please read carefully in order to guarantee an easy to shop experience for your customers! *Happy tagging!*

Tags

- A tag template is found at https://halfpintresale.com/home-2/consign/consignor-information/
- Tags should be printed/copied on standard white copy paper (the cheap stuff is fine!). The template generally stays the same sale to sale so you can tag ahead (and if it does change, old tags will still work).

Notes on Pricing

- Whole dollar values only
- All toy items and children's books must be $5 or more and in dollar increments.
- All other items (including clothing, all other books, accessories, shoes, maternity gear, linens, etc.) must be $2 or more (group as necessary).
- Items priced over $75 or over may be excluded from the Half-Price sale by being printed on green paper and marked "No Half-Price". Any items that do not follow all three of these guidelines (over $75, green paper, and marked No Half-Price) will be for sale at half-price during the Half-Price Sale, no exclusions.
- Make your items priced to sell! We'd rather give you a nice sized check than a pile of clothing after the sale. Half-Pint is known for it's reasonable prices, and consignors are generally happy with their checks.

Barcodes

- To link the tag to your consignor number, all tags need to be barcoded. To make tagging more flexible, instead of using an inventoried online system, we use a "hybrid" system where barcodes are made and then printed on labels to coincide with a specific price and your number. Barcodes are then affixed to your tags.
- Tags should be printed/copied on **standard white copy paper**.

1. Login into the registration system using your unique consignor number and password. You must have already registered for the CURRENT sale.

2. Click on Order Barcode Labels. In this system, "order" means create a PDF (not, mail a product to you). By clicking on that link, it will bring you to the barcode creation page.

3. Fill in the price and the number of labels you want. Keep it on YES for allowing discount; the system will over-ride it if you don't. Green tags are managed at checkout.

4. After submitting several barcode orders, hit Submit Order. There are 30 labels to a page, and it will combine your orders to make complete pages. I order most barcodes in multiples of 30 and just have a sheet for each price. You can go back into the system and order barcodes as often as you like, or reprint older orders as well.

5. Click on "Display Barcode Labels for Printing". A pdf of your labels will open. Print onto paper or directly onto Avery 5160 or equivalent labels, whatever is easiest for you. You can also choose not to print them at all. They will be cataloged for you in your account and you can print them later.

#3

Order Barcodes
Use this form to order barcodes for your items.

Return To Consignor Homepage
This barcode order is for consignor #: 108   Additional Instructions:

Minimum price allowed on a barcode is $2.00. You must price in whole dollar increments

Price on Label:
5

Labels at this price:
30

Allow Discount?
Yes

Submit Barcode

Submit Order
Click this button after you have finished submitting all your barcodes.

#4

Order Barcodes
Use this form to order barcodes for your items.

Return To Consignor Homepage
This barcode order is for consignor #: 108   Additional Instructions:

Minimum price allowed on a barcode is $2.00. You must price in whole dollar increments

Price on Label:
1

Labels at this price:
0

Allow Discount?
Yes

Submit Barcode

Submit Order
Click this button after you have finished submitting all your barcodes.

Price on Label	# Labels	Allow Discount?	Delete Barcodes
$5.00	30	True	Delete
$3.00	30	True	Delete
$6.00	30	True	Delete

#5

This order is also saved in your account and you can view it again easily by logging into your consignor homepage and clicking on the batch number for this order. To display your barcodes for printing now, click the link below

Display Barcode Labels For Printing

If you do not wish to print your labels at this time, or if you are done printing and ready to proceed you can click the link below. If you would like to place another barcode order, click here.

Price

halfpintresale.com
108    $5.00

halfpintresale.com
108    $5.00

halfpintresale.com
108    $5.00

halfpintresale.com
108    $5.00

halfpintresale.com
108    $5.00

halfpintresale.com
108    $5.00

Barcode = (codes both # and $)   **Consignor Number**

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Filling out your tags

what do all these things mean?

D In the upper left hand corner there is a D. Leave the D as is if you plan to donate the item if it is not purchased. Clearly cross out the D if you would like the item returned to you post sale. Items with the D removed from the tag all-together or In the upper left hand corner there is a D. - Leave the D as is if you plan to donate the item if it is not purchased. Clearly CROSS OUT the D if you would like the circled (or any other variation!) WILL be donated.

Gender

Circle the appropriate gender (Boy or Girl) where you plan to have the item hung. This is only necessary for racked clothing items; other tags may be left blank.

Size

Write in the size of the item AS IT IS TAGGED inside the item. You can always write in the description if you think it fits differently then the tagged size.

Write a short description of item, including brand, number of pieces (if applicable), and Item general pattern description or color. Description does not need to be overly thorough - however, it needs to be complete enough that it can be re-matched with your item if the tag becomes separated.

Item

Your consignor should be on the provided line. Please double check to make sure your number matches with the number on the barcode. You may add the price here as well.

Please make sure the barcode is crisply printed. Do not tape over the bar-code.

Barcode

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Hanging/Packaging

How to prepare everything to go on a table or rack

Please make sure to that all items are clean, free of wrinkles, and in good condition without stains, broken zippers, etc. Items with stains, rips, etc., will be rejected. The newer, more beautiful the item looks, the better chance it will have to sell!

Items on Hangers

- Hanger should look like a question mark when looking at the tag (if you've put the hanger in backwards, the hook will not look like ?)
- Items that do not easily hang on the hanger (such as a pair of pants) should be pinned onto the hanger so that the item can be fully viewed. Shirts that don't easily fall off of a hanger, for example, do not need to be pinned.
- Try to use wire hangers for your children's items (easy to pin to, don't take up a lot of space, etc.). The only type of hanger we will NOT allow is small children's items hung on large plastic adult hangers because of the space the take up on the rack. Don't forget - items are SOLD with the hangers, and you will not get your hangers back.
- Items grouped on a hanger MUST be the same size.

Items in Bags

- Bags must be "sealable" (such as Ziploc), or for larger items, in a bag that is transparent and easily opened/re-sealed (for example, with a twist-tie).
- We recommend not taping bags closed so that people can look at items (esp. shoes and onesies) However, if you feel it would be more secure, please know that items may be passed over by people who want to inspect items prior to purchase. We also reserve the right to open bags as needed.
- Tags should be attached to the bag in a way so that shoppers can easily see items in the bag. Be sure to be very descriptive of the item on your tag so that they can easily be identified and double checked.

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Attaching tags to items

Don't damage the item, but make it secure!

Tags should be attached to an item in the upper right hand corner of the item. Imagine quickly sifting through items on a rack – You should be able to see the tag easily while you move through items.

Items on Hangers

- The main way to attach your tags is with a safety pin. We recommend having the pin go through the clothing TWICE to secure the tag. For extra security, put a piece of tape on the tag where you plan to put the safety pin to reinforce the paper and prevent the tag from falling off the item.
- Be considerate of the weight of the fabric/items and how you are pinning them. For example, if the item is lightweight fabric, put the safety pin through a seam. If you are grouping two items together, be sure that the weight of one item doesn't pull on the other and create holes in the items. Better yet, use a hanger designed to hold both.
- Tagging Guns: If you own one, feel free to use a tagging gun to attach your tags to the clothing. Items still must be tagged so that the tag items hang at the top right for ease of shopping. Use the shortest brads you can find. These make holes in light fabric super easily, and if that happens, clothing will be rejected
- Do not use staples, scotch tape, straight pins, or strings/ribbons attaching the tag to the item.

Bagged or Alone Items

- Tags must be on the OUTSIDE of the bag. We recommend mailing/packaging tape as it sticks better to bags than scotch tape. Also, you may want to consider putting a SECOND tag in the bag with at least your number
- For items that are NOT on hangers or in bags (especially large items), consider adding a piece of tape to bottom that includes your number and price in case the tag becomes separated from item. For items that have more than one piece, consider zip-ties to hold the pieces together.

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Prep list for items

Will it go on a table or a rack or a bin?

Please make sure to consult the website for acceptable items before tagging, as this list is a general list, including items for both seasons. If you have any questions on appropriateness, please send us an email at halfpintresale@gmail.com.

Key

Bagged = In a sealed bag or original packaging (see tagging guidelines section on hanging/packaging, and attaching tags to items)

Hanger = On a hanger (see tagging guidelines section on hanging/packaging, and attaching tags to items)

Loose = Without any type of packaging, but tagged and NOT on a hanger

Any = Bagged, loose, or whatever makes the most sense for the item (but **not** on a hanger)

Wearables

Type of Item	Prep of Item	How it will be Displayed	Notes
Accessories (baby hats, headbands)	Bagged	Bins	Group as needed.
Clothing and Outerwear	Hangers	Racks	All other clothing (or worn items) must be hung on a hangers. Buntings are often put in bins near the coats and do not need to be on hangers.
Costumes/ Dress-up/ Dance	Hangers or Bagged	Racks, Bins	Outfits/Clothing should be on hangers. Accessories associated with these will be put in bins near costumes/ dance as appropriate.
Maternity Clothing	Hangers	Bins	Prepare as you would children's items, but take care to make it easy to try on these outfits. Use adult sized hangers that reduce the likelihood of clothing slipping from the hanger, and refrain from safety pinning items to hangars.

Wearables continued

Type of Item	Prep of Item	How it will be Displayed	Notes
Nursing Bras	Bagged or loose	Bins	
Onesies	Bagged	bins	Onesies are the thinner under-clothing type item, as opposed to something that is clearly designed to be a SHIRT (even though it happens to have snaps at the bottom). **Please be especially aware of staining on onesies and only include your highest quality.** Bags that contain even one stained item will be pulled. Consider grouping onesies to reach the $2 price minimum. You can find more information on our website about this category as it often confuses people!
Pajamas	0-3T Bagged or Loose, 4T+ hangers	Bins	If there is more than one piece it is recommended that the items are in a baggie in order to prevent holes from safety pins. This includes baby sleepers, baby sleep bags (which will go in bins near the linens), etc. Larger pajamas will be put on a rounder rack for easier shopping.
Shoes or Slippers	Bagged, or tied together with zip ties, etc.	Bins	Shoes should be almost new or free from extensive wear. Well used shoes just don't sell! Also make sure that the soles of the shoes are CLEAN! Most shoes run through the wash well. Make sure they are dry before they are bagged or they will mold and will be pulled.
Socks	Bagged	Bins	Group as needed.
Summer Hats / Winter Accessories	Bagged or Loose	Bins	
Swimming Suits	Bagged or Loose	Bins	
Underwear	Bagged	Bins	Please, non-stained only. Group as needed.

Non Wearables

Type of Item	Prep of Item	How it will be Displayed	Notes
Baby Carriers	(See notes)	Racks, Bins	Hangers (Clip or Pant; pinned), OR original packaging.
Bedding/ Linens	Bags or Tied	Tables	Preferably the bedding should be tied in both directions, so that they stay together well but are still easy to page through and feel.
Books, DVDs, CDs	Any	Bins	We've found that good deals on grouped books tend to sell best.
Bottles	Any	Bins, Shelving, Tables	You may want to note whether or not they are BPA free.

Non Wearables continued

Type of Item	Prep of Item	How it will be Displayed	Notes
Diapering	Loose or Tied in Groupings	Bins, Tables	Bags are acceptable as well, but people like to be able to feel and page through them to look for stains, etc., so we find well tied items sell better (unless it's a Huge Grouping!). Diapers can be sold in ANY quantity.
Diaper Bags	Any	Tables, Racks	
Large Gear	Any	Tables, Floor	Includes Exersaucers, Large Toys, Strollers, Baby Gates, Nursery Furniture, Pack and Plays, Co-Sleepers, Crib and Toddler Mattresses, High Chairs, etc. **Cribs, Car Seats and Bike Helmets are not accepted due to safety regulations.**
Maternity Accessories	Any	Bins, Tables	Includes tanks, belly bands, support belts, etc.
Nursing Gear	Any	Bins, Shelving, Tables	Includes Boppy's, Covers, etc.
Sporting Equipment	Any	Bins, Tables, Floor	
Swaddlers / Baby Blankets / Towels	Any	Bins, Tables	Will be displayed near the linens.
Toilet Training, Safety Items, Bath Gear, and other Baby/ Toddler/Child Accessories	Any	Bins, Tables	This also includes Bouncy Seats, Baths, Play Gyms, Potty Chairs, Booster Seats, Bumbos, etc. Bumbos MUST come with the safety belt (per the recall).
Toys / Gaming	Any	Bins, Tables, Floor	Anything that is small and groupable should be in zippered bags if possible. If they are too large, use clear packing tape, rubber bands, etc., to keep tags secure. All toys that require batteries should have WORKING batteries in them. Remember, toys MUST be priced at $5 or more.