



2010 Hannah's Closet Packet est. 1997

Children's Clothing, Toys & Equipment Sale

First United Methodist Church; 125 N. Interlachen Ave; Winter Park
Matthias Family Life Center (Gymnasium)

Friday, March 12 ~ 8:30 am - 1:30 pm

Saturday, March 13 ~ 8:30 am - 12:00 pm

Presale for consignors, Thursday, March 11 ~ 7:00 - 9:00 pm

Please read through this entire packet carefully. It contains everything you need to know about participating in the sale. When all of your items are properly tagged, please bring them along with your completed inventory sheet(s) to the Matthias Family Life Center during the designated drop off times. If you would like to **donate** your items, please bring your items to the Hannah's Closet Staff during the same designated drop off times. If you have any questions please contact us: Call Sarah Cepregi 407-497-4074 or e-mail us at hannahscloset@fumcwp.org

WHAT'S IN THE SALE

We will be accepting ANY SEASON infant and children's clothing up to size 14 (in good condition), baby equipment (high chairs, strollers, car seats, booster seats, play pens, baby monitors, etc.), furniture (cribs, dressers, changing tables, youth beds, desks, rocking chairs, table and chair sets, bookshelves) and toys (all toys, bikes, big wheels, kitchen play sets, riding toys, books, videos, etc.- no stuffed animals). Due to the limited space, we will not be accepting maternity clothes. Sale items must be in VERY GOOD CONDITION. Think about what you would like to find at the sale yourself! If you are unsure about an item, please bring it during the designated drop off times and we will be happy to help you.

Some guidelines to help make the sale successful:

- Clothing must be clean and pressed (**no stains**)
- Clothing must be without holes, missing buttons, snaps or broken zippers
- Shoes must be clean and in good condition - please use zip ties to keep pairs together
- Toys that require batteries must be operational (i.e. install fresh batteries) and all loose parts must be firmly attached to the toy (using strapping tape, string, Ziploc bags, etc.)
- Games must include all pieces
- Equipment must be clean, in good repair, and without missing parts
- **We reserve the right to refuse to display items improperly hung, tagged, or in poor condition**

DESIGNATED DROP-OFF AND PICK-UP TIMES

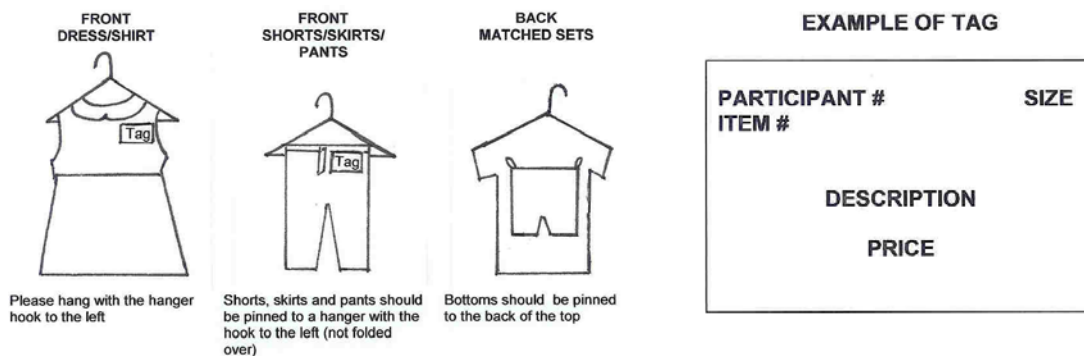
Collection will begin Tuesday, March 9th and end Wednesday, March 10th. Merchandise will NOT be accepted after Wednesday. There will be NO exceptions. Items may be brought to the Matthias Family Life Center located on Morse Blvd. on Tuesday and Wednesday morning from 9:00 a.m. - 11:30 a.m. and Wednesday evening from 6:00 p.m. - 9:00 p.m. Please park in the parking lot or on the street during the day; we cannot block the preschool carpool lane. We will do our best to be outside to assist you. You will be responsible for any necessary assembly (i.e. cribs). Assembly must be complete by 9:00 p.m. Wednesday, March 10. **All items, including furniture, that do not sell must be picked up between 2:30 p.m. and 3:30 p.m. on Saturday, March 13. ALL ITEMS NOT PICKED UP BY 3:30 P.M. WILL BE DONATED TO CHARITY. No exceptions.**

SUPPLIES NEEDED TO TAG ITEMS

- Heavy card stock 3X5 (white, yellow, pink) - construction paper tags will NOT be accepted - coloring on the tags with markers, highlighters, or crayons (to make them pink or yellow) will NOT be accepted either
- safety pins (not the tiny gold pins please) Straight pins will NOT be accepted
- string and/or zip ties to hold items together
- strong tape - packing tape works best - just be sure not to tape over your information
- Ziploc bags

HOW TO MAKE A TAG

- Make tags by cutting 3x5 cards in half vertically (one 3x5 card makes two tags each 2 ½ x 3 inches)
 - The front of the tag will include your participant number (last 4 digits of your phone #), item number, garment size, brief item description (describe all pieces grouped together for sale, e.g. blue shirt, shorts and hat), and price (see example below). PLEASE USE INK. If you make a mistake on the tag, start over. Tags cannot have corrections, cross-outs or missing items. Please print clearly. These tags are used by Hannah Circle to reconcile with each consignor at the end of the sale.
 - Use the following color for tags:
 - **WHITE:** Items that will be donated if not sold and can be discounted by 50% on Saturday
 - **YELLOW:** Items that will be returned to you if not sold and can be discounted by 50% on Saturday
 - **PINK:** Items that will be returned to you if not sold and that can NOT be discounted by 50% on Saturday
- Tagging the items in this manner is the only way Hannah's Closet staff will be able to determine which items may not be discounted and which items will be picked up at the end of the sale.**



WHERE TO PLACE THE TAG

Safety pin the tag on the top right side of the outfit when you are looking at it (see illustration). If the tag cannot be pinned to an item (toys, shoes, equipment, etc.) use string to secure the tag to the item(s), or use Ziploc bags and place the tag inside the bag and tape the bag to the item. Make sure the tag will stay with the item. If you must use tape, please use strong tape (packing tape). Scotch tape will not hold. Please be sure we can easily access the tag. If you are selling several items as a set (i.e. bedding, curtains, and rug) please make sure that ALL items have a tag and are labeled as part of a set (i.e. Part 1 of 3) - the price on each tag should be the total price for complete set.

HOW TO PREPARE CLOTHES

- Clothing must be on **plastic hangers**. Hang your item with the hanger hook to the left. Clothing that does not hang easily should be pinned to the hanger. Wire hangers will NOT be accepted (this includes plastic coated wire hangers). They do not display well.
- Safety pin pants at the TOP of the hanger or use hangers designed for pants. This prevents them from sliding, and allows them to display nicely.
- Safety pin clothing sets together (short sets, legging sets). If an item is hard to pin (matching socks or hair accessories), place the items in a Ziploc bag and pin the bag to the garment.
- Group socks together by size and put in a Ziploc bag to be sold as a set. Hair accessories and other small items can also be grouped in a bag for pricing. For bagged sets, place tag inside the Ziploc bag.

INVENTORY SHEETS

- Due to the number of consignors and the limited amount of space, consignors will be limited to 150 items per participant number.
- Please be sure to put your participant number (last 4 digits of your phone #) on all inventory sheets.
- Complete the Participant Information section, including your name, complete address and phone number.
- Consignors will receive 60% of the proceeds for items sold, with the remaining 40% to benefit Hannah Missions
- Please check **EITHER** "Return unsold items" or "Donate unsold items". If you choose to have your unsold items returned to you, you must pick them up in between 2:30 p.m. and 3:30 p.m. on Saturday, March 13.

- The inventory sheet is a listing of your sale items. Please use one line on the sheet for each tag made.
- **Make a copy of your completed inventory sheet for your records.** The originals will be retained by 'Hannah' for end-of-sale reconciliation and will not be returned to the consignors.

PRICING

You are responsible for pricing your items. **Use whole dollar increments when setting the price.** We have included a pricing sheet to show examples from local consignment shops. Please price items accordingly, would you buy something used when you can buy the same item new on clearance in retail stores for about the same price (i.e. Gap & Old Navy clearance prices)? Church and holiday items may warrant higher prices, so feel free to use your discretion. Remember, you can reclaim items that do not sell. Pricing questions may be directed to the staff during drop-off times or sent via email to hannahscloset@fumcwp.org

In general, consignment shop prices are higher than garage sale prices, and the prices for "Hannah's Closet" will most likely fit somewhere in between! Use this pricing sheet as a *starting point* and then think about how much **YOU** would spend for the item at our sale. **Put YOUR price on the tag!** Please group clothing with matching socks, hats and hair accessories for pricing as one outfit. We hope that you have fun selling your treasures!

Children's Clothing

Name brands (GapKids, Gymboree, Kelly's Kids, etc.) are listed in shops at 50% of what you paid (i.e. a \$18 shirt/legging/bow set is priced \$7 - \$10)

Other brands:

Layette to 9 mos.*	\$2 - \$8	7-8-10-12-14*	\$4 - \$12
12-18-24 mos.*	\$2 - \$10	Socks (4-5 pair)	\$1
2T-3T-4T*	\$4 - \$12	Shoes (canvas)	\$2 - \$6
4-5-6-6X*	\$3 - \$12	Shoes (leather)	\$4 - \$10

* Shirts, pants, leggings, shorts, skirts, dresses or swimsuits

Furniture/Equipment

Cribs	\$50 - \$150	Exersaucers	\$15 - \$30
Bassinets, Cradles	\$25 - \$100	Bookshelves	\$3 - \$15
Changing Tables	\$15 - \$40	Dressers	\$10 - \$50
High Chairs	\$15 - \$40	Table/2 chairs	\$7 - \$35
Swings	\$10 - \$40	Lamps	\$5 - \$20
Toddler Seats	\$10 - \$15	Complete Bedding Sets	\$25 - \$100
Bouncer Seats	\$10 - \$20		
Strollers	\$10 - \$50 (double strollers and joggers are higher)		
Car Seats	\$15 - \$25 (no car seats older than 4 years, please)		
Monitors	\$5 - \$25 (video monitors are higher)		

Toys

Name brands (Little Tikes, etc.) are listed in shops at 50% of their original price (i.e. a \$150 play house is \$75)

Other brands:

Bikes	\$5 - \$30	Balls	\$1 - \$3
Tricycles	\$3 - \$20	Dolls	\$1 - \$3
Games/Puzzles	\$1 - \$5	Trucks	\$1 - \$3
Books	\$1 - \$3		
Videos	\$1 - \$3		
DVDs	\$3 - \$7 (Favorites/Disney may be more)		

Toys in good condition are terrific sellers! Bring them in! - STUFFED ANIMALS WILL NOT BE ACCEPTED!

Hannah's Closet

First United Methodist Church

125 N. Interlachen Avenue, Winter Park, Florida

hannahscloset@fumcwp.org

HANNAH'S CLOSET INVENTORY SHEET 2010

Limited to 150 Items per consignor participant number

Participant Number

(last 4 digits of your phone#)

PLEASE CHECK ONE:

Return unsold items
 Donate unsold items

**If my profits are less than \$_____.
 Please donate my profits to Hannah Circle.**

PARTICIPANT INFORMATION:

Name: _____

Address: _____

City: _____ Zip Code: _____

Phone: _____

E-mail address: _____

END OF SALE TOTALS:

(for Hannah use only)

Total Sold: _____

60% to participant: _____

Balance: _____

PLEASE READ THIS AGREEMENT

I agree to place the following listed items into the Hannah's Closet Children's Consignment Sale and to abide by the rules as outlined:

1. All items must be clean and in good repair – Hannah's Closet reserves the right to not display unsuitable items.
2. 60% of the price of sold items is returned to the consignor
3. Pricing is at the consignor's discretion
4. Any unsold items must be picked up between 2:30 pm & 3:30 p.m. Saturday, March 13 or will be donated to the Hannah Missions
5. 'Hannah' and the First United Methodist Church assume no liability before, during or after the sale of the items in the event of loss or damage by any act.
6. Payment will be made available through 'Hannah' beginning approximately 3-4 weeks after the sale

Item	Description	Size	Price
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Original to 'Hannah'. Please make a copy for your records after completing all information.

