# Tagging Time • Breaking it Down

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## Ready to sell your children's items, but not sure where to start?

Tackle your tagging by breaking it down with these easy, manageable steps.

Be sure to gather up hangers, cardstock, 2 ½- 3 inch safety pins, small zip ties/curling ribbon, and gallon size zip-lock bags whenever you see them on sale!

| READY, SET, GO! | 5-Minutes Steps | 15-Minute Steps | 30-Minute Steps | Other Tips |
|---|---|---|---|---|
| **Find & Sort Items**<br><br>**Check everywhere!**<br>**• closets**<br>**• bedrooms**<br>**• playroom**<br>**• garage**<br>**• the car**<br>**• attic or storage area**<br><br>*There's so much you can sell! Check jbfsale.com website for a list of items to help jog your memory!* | Designate an area to store your items like the garage then look for several garbage bags (boxes or baskets) you can use later for sorting!<br><br>Purge as you go throughout the day as you're putting away clothes and picking up toys! | Separate batches of items into three piles:<br>✔ JBF Spring/Summer<br>✔ JBF Fall/Winter<br>✔ Non-JBF | Follow "5 & 15 minutes" first then start with a small pile you can get through in 30 minutes. Separate clothes by size & gender. As you go, double-check to make sure clothing items do not have stains, rips, missing buttons, or holes. | Make it a game with the kids! Have them gather up all the toys with which they no longer play. |
| | Look into those closets to see if there's anything hiding back there you could sell.<br><br>Check the bookshelves. Books are great to sell. | Use large trash bags (clear if possible!) to store separated items. They take up less space and you can easily open and close them. | Prep the Shoes must be near perfect! Scuffed toes not accepted. Wash off any dirt especially the soles. | Inspect items in different kinds of lighting to make sure there aren't any stains hiding. |
| **Clean & Prep Items**<br><br>*Need help prepping your items? Check out JBF's How-To Video section on the jbfsale website (under the "sell" tab).*<br><br>*Need some helpful laundering tips? Do a quick search online. There are tons of websites that offer helpful advice.* | Wipe down toys, books and all accessories. "Fresh and clean" sells best!<br><br>Bleach bath rubber/plastic baby toys and dry on a towel.<br><br>Remove scuffs with "magic erasers". They really are magic!<br><br>Wooden puzzles without boxes- use clear plastic wrap and clear packing tape to secure the plastic wrap closed.<br> | Gather supplies so you have them in one place and are ready to tag.<br>✔ Hangers<br>✔ Safety Pins<br>✔ Curling Ribbon<br>✔ White cardstock (65 lb)<br>✔ Zip-lock freezer bags in various sizes.<br> | Toss clothes in the dryer with a fabric sheet to freshen them up and remove wrinkles.<br><br>Toys with various sized pieces: Place small parts in zip-lock bag taped closed to attach to larger part of toy.<br><br>Toys with multiple pieces: Gather together (such as puzzles) in appropriately-sized zip closure baggies and tape shut to make sure all pieces stay together.<br><br>Hang clothes on hangers with the hook facing open to the left—in the shape of a ?. Attach with safety pins. | Clip loose threads to make items look cleaner and more like new.<br><br>Taking the time to prep your items properly pays back in higher sales!<br><br>Have a prepping party! Grab a JBF friend and take turns prepping your items.<br> |
| **Tag Those Items**<br><br>*Price items to sell! Usually that means pricing items at 50-90% off original retail cost.*<br><br>*Price in $1.00 or 50¢ increments only.*<br><br>*If you have items which do not meet the $3 minimum selling price, pair or package with other lower cost items to reach that $3 minimum.*<br><br>*Still need help with pricing? Check out our helpful Pricing Guidelines online (under "sell" tab).* | Log in to your JBF Profile and verify your registration.<br><br>• Are you registered to sell at your local upcoming event?<br><br>• Is your address correct? You want to make sure of this so you get your check which is mailed to the address in your profile.<br><br>• Is your email correct?<br><br>Login to your JBF profile and click on "Enter my tags" at the top. Set up your tag preferences:<br>✔ Donate all items or not<br>✔ Season box<br>✔ Reduce price or not<br>✔ Print tag set up for 6 tags per page. Be sure it's set to landscape. | First time using the tagging site? Start by entering 6-12 items like books, toys and games to get used to the software. Enter, save then print. Verify your preferences are correct — donate? reduce? Then attach the appropriate tag to your item. YOU DID IT!<br><br>TOYS SELL! Tag your toys first when possible. Since I keep everything in my garage, many times I take a picture with my smart phone and look at it while I'm entering tags. It beats having to haul the stuff back into the house.<br> | Tag clothes in batches so that you can have a batch done from start to finish! Then hang completed tagged clothes in a plastic garbage bag to keep safe and clean. Write the size/gender on the outside.<br> <br>It doesn't hurts to hang a little air freshener in the closet with your prepped bags to keep items smelling fresh! | When you get ready to tag toys, try to do it when the kiddos aren't around :o)<br><br>Nothing worse than having items tagged to sell only to have them fallen in love with all over again...ack.<br><br>Tag items in small batches.<br><br>Save often!! Save often! Save often! And...Save OFTEN!<br><br>Print 6 tags per page. They're easier to handle and the text prints bigger. |