

Full Consignor Guide: 5 Steps to Sell Like a Rock Star with JBF Overland Park & Shawnee/Kansas City



Hey there, Rock Star!

Are you ready to clean up and ca\$h in?
We are here to help! Follow along to be a
Super Star Consignor in no time!



Selling with Just Between Friends: Full Consignor's Guide

Before getting started, make sure you are registered to sell at our Spring events:
(April 2nd-5th ~ Shawnee/Kansas City) www.shawnee.jbfsale.com
(May 14th-17th ~ Overland Park) www.kc.jbfsale.com

JUST BETWEEN FRIENDS shop. sell. save. smart!™

HOW IT WORKS LOCATIONS FRANCHISING

Hello Mary LOGOUT

Mary Sue Jones
X-845-JJJ

TAGGING ACCOUNT SETTINGS

UPCOMING EVENTS [View All](#)

Zip < 50 miles SEARCH

June 01 - July 01, 2017
NOKC/Edmond 2017
Market Plaza Shopping Center

SIGN UP
EVENT DETAILS

You will need to register as a consignor with each event in which you want to sell. This saves your spot at the event.



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Some supplies to have handy for Selling:



STANDARD TAGGING SUPPLIES:

- Computer or mobile device
- Printer*
- **White **** card stock (60lb+)
- **Please do not use any color card stock other than white.**
- 1.5 - 2.0 inch safety pins
- Child-sized plastic or wire hangers
- Gallon & quart clear ziplock bags
- XL Ziploc/storage bags (Dollar Store!)
- Clear packing tape
- Painters/masking tape
- Scissors
- Ribbon, string or zip-ties

OPTIONAL SUPPLIES:

- Tagging gun & barbs
- Paper cutter
- Cleaning supplies such as Magic Eraser, stain remover, bleach pen, wrinkle releaser and odor remover—all are helpful!

*No Printer? No Problem!

When you finish creating your tags, use the “Print PDF” option and save the PDF file. Printing your tags at an office supply store will save you ink and time. Don’t forget to ask them to cut your tags!

Supplies are available for purchase: please see full list of what’s available and to place an order [here](#).



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Step 1: GATHER



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All the stuff can be overwhelming!

Check all over the 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
- rockers + bouncers
- changing tables

Feeding supplies

- new pacifiers
- dishes + lunch boxes
- sippy cups + boosters
- safety items

Outdoor toys

- bikes + trikes
- scooters + skates
- ride-on toys
- playhouses



Growing children go through a new wardrobe every 6 months, so it's no surprise we can feel overwhelmed!

That's a sign that it's time to clear out everything no longer worn or used. Review our [What We Accept Guide](#) for what's in and what's out for each event.

Look all around your home—let's get busy! It feels so good to clear the clutter. Ahhhh...it will totally be worth it!

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Look everywhere! Clear out, Ca\$h in.

Attic or Basement:

Clothing stored in tubs, larger items such as children's furniture, mattresses, baby gear and other bulky items like pack 'n plays, bassinets and exersaucers.

Kid's Bedroom:

Clothing, shoes, accessories - belts, ties, tights, and socks. Area rugs, picture frames, lamps, wall hangings and other decorative items. From the the nursery-glider and foot stool, boppy, baby monitor, infant carrier, humidifier and crib toys.

Living Room:

DVDs, gaming systems, & video games.

Linen Closet:

Crib sheets, hooded towels, character beach towels, washcloths & cloth diapers.

Bathroom:

Potty seats, Diaper Genies, wipe warmers, outgrown (new) disposable diapers, cloth diapers, infant tubs, bath seats, bath toys, & step stools.

Mom's Closet:

Best maternity wear, nursing bras, nursing PJ's & pillows.

Mud Room or Hall Closet:

Gear for outside play...including the pool!

Kitchen:

Children's utensils, dishes, sippy cups, bottles, lunch boxes, high chair, Bumbo & booster seat.

Playroom:

Games, puzzles, books, toys, arts and crafts and dress-up items.

Garage:

Ride-on toys, car seats, scooters, trikes, bikes, bike helmets, sports equipment - including cleats, & don't forget strollers!

Outside:

Slides, playhouse, car seat, swing & sandbox.



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Step 2:

KEEP • SELL • TOSS



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Have a stack of items ready?

Great! Grab 3 totes, baskets, or boxes and let's sort.



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KEEP



These are items you are not quite ready to let go of just yet. That's perfectly fine! We all keep a few treasures.



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SELL

Items sell best when they meet the 4 C's:

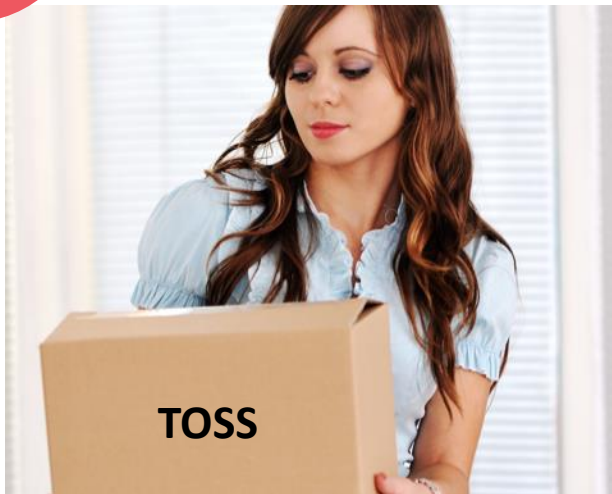
- **Clean:** The newer it looks, the better it sells! Check carefully for stains, holes, rips, tears to make sure items are clean & stain free, fresh, and in good condition.
- **Current:** Sell clothing, shoes, and items in the correct season—warm weather items at the SPRING event, cool weather clothing at FALL event. Shoppers are looking for current styles and fashion!
- **Complete:** toys, games and puzzles must be sold as a complete set.
- **Compliant:** Check important safety guidelines on www.jbfsale.com. Let's help keep all our children and families safe.



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TOSS



Ah yes. We all know there is such a thing as too well loved. These items have stains, holes, rips, tears, missing pieces. These items can be recycled or donated.



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Step 3: PREP



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Prep: Grab Tags & Supplies

Following is what you need to know about attaching tags, packaging non-clothing items, and hanging clothes like a PRO! Here is a [Quick Reference Guide](#) that summarizes everything.



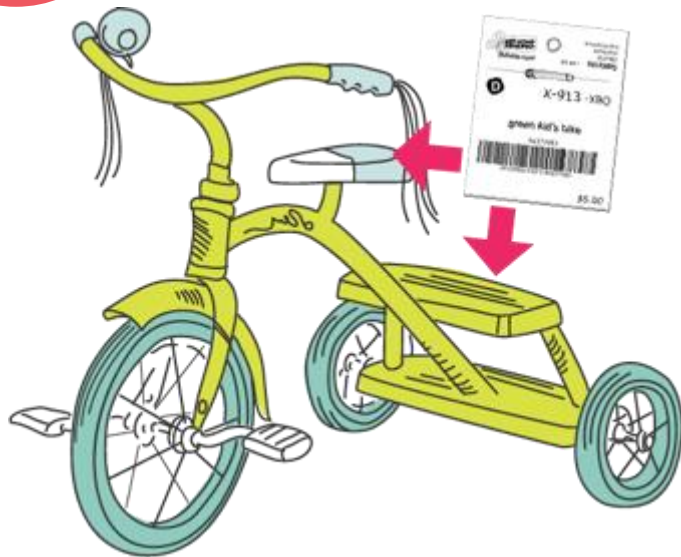
Start with your biggest selling items FIRST to insure that you will make a good return on your time. Separating items by size and category will help too.



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Prep: Toys & Gear



Getting these items as clean as you can will help them SELL. A Magic Eraser and some elbow grease go a long way.

Also, check to make sure there are no recalls for these items here. Attach your tag to the item with clear tape or punch a hole in the tag and fasten with a zip-tie—whichever will secure the tag in a visible location.



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Prep: Clothing



Make sure your items are clean, stain free—and smell good!

A squirt of fabric refresher can go a long way. Using Downy Wrinkle Release, too, will help smooth items—or, you can toss them in the dryer to help get wrinkles out too.

- Grab a hanger and hang your item with the hanger making a question mark.
- Pin or attach your JBF tag to the item's tag or at a seam.
- For items like socks or tights, bag them together and tape your tag to the bag using clear tape.



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Prep: Using a Tagging Gun



Tagging guns are AWESOME! BUT make sure you secure the tag **at a seam** so the item will not have a hole in it.



You may want to test this out on an old item you don't plan to sell to make sure you hone your tagging gun skills first.

[Here](#) is a quick Dos & Don't When Using a Tagging Gun!



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Prep: Multi-Piece Clothing



Position both items on one hanger so you can pin them together as a set.

Sets sell well at our sale! Just make sure the items are secured to the hanger.

Pin the tag so you can see that all items are present. Make note on the tag that this is a multi-piece set. You only need one tag if selling a set.



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Prep: Bags & Carriers



Hole punch your tags and zip-tie to your bag or carrier. Use pins to secure your bag to a hanger. Make sure the tag is visible.

Also check all the pockets—you don't want to leave anything valuable in them!



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Prep: Shoes

Hole-punch your tag and use a zip-tie to secure both shoes and tag together.

Shoes must be in great condition. Magic Erasers take off scuffs and help shoes (and other items) sell!



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Prep: Books & DVDs



Use clear bags or clear cling wrap to hold multiple items together. Tie sets of books together.

Use clear tape to attach tags to items. Use painter's tape if removing tape will damage your item.

Do not tape DVDs closed (we will add a security sticker after Drop Off).



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Prep: Book Sets



Use clear bags to keep book sets together. Tape your tag to the outside of your bag. Make sure your tag includes all the books that are part of the set.



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Prep: Keep it Safe!



One of the great things about our sale is that Just Between Friends is the only event in the industry to employ a safety and recall specialist! We work to keep families safe.

Please check [our website](#) to make sure ALL your items are safe to sell.



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Prep: Selling a Car Seat or Crib?



Make sure you print and sign our WAIVER and bring that with you to the sale!

These can be found on our website or at these links:

[Crib](#)

[Car Seat](#)

Now...you are ready for the last step!



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Step 4:

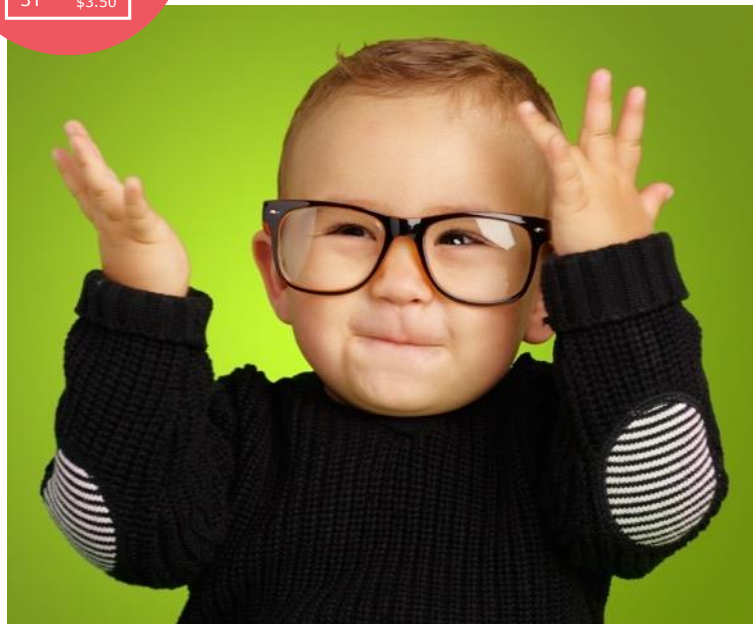
PRICE



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Pricing: You set your price.



Now that you have a stack of items you want to SELL, it's time to PRICE them.

So, how to price?



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Be shopper-focused.



Ask, “What price would make me buy this item without a second thought...and then brag about my bargain to my friends?”



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Pricing Guide

Quick reference for pricing to sell



CLOTHING BRANDS

retail price
less than
\$10

Value

- Cherokee
- Circo
- Faded Glory
- Garanimals

price items at

\$1 - 4

retail price
less than
\$20

Standards

- Carters
- Children's Place
- Nike
- Old Navy

price items at

\$3 - 6

retail price
MORE THAN
\$20+

Boutique

- Crewcuts
- Hanna Andersson
- Matilda Jane
- Mud Pie

price items at

25-35%
of retail price

**Charge a little
MORE for:**

new with tags
hot selling
like-new
large toys

**Charge a little
LESS for:**

infant clothing
play clothes
good condition
maternity



OTHER ITEMS

- Toys
- Books
- Baby Gear
- Equipment

price items at

30%
of retail price

**Want to make
EVEN MORE?**

- Sell only your best!
- Opt in to 1/2 price sale
- Help out at the sale

Price items
according to
this guide.

Make sure you are
priced 50-90%
below retail prices
to appeal to savvy
bargain shoppers.

Items priced BEST
sell FIRST.

Here is a link to a more
detailed [Pricing Guide](#).

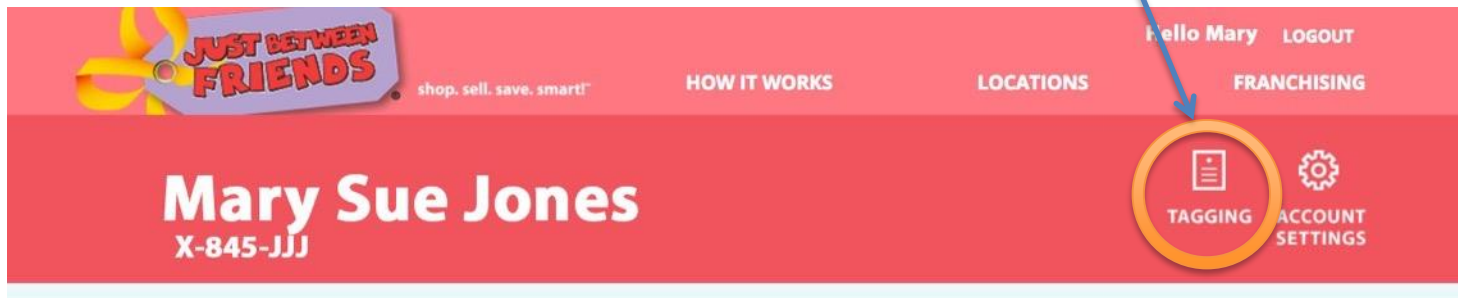


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Pricing: Create your tags

Now that you've thought about your pricing, grab your items and log into your JBF profile on the website. Click the TAGGING button at the top of the page.



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Pricing: Enter your tags

- Select “Create Tags” to get started.
- Choose the SEASON (Spring/Summer or Fall/Winter).
- Choose the category and size of your item.
- Enter a detailed description and set your price.

Season Spring/Summer Save

Category	Size	Item Description*	Price*	Reduce	Donate	Qty.
Clothing-Girls	12 mo	Baby Gap long-sleeved polka dot aqua t-shirt	3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1
Clothing-Girls	12 mo	Pink Janie & Jack flower dress with bloomers and matching white sweater set. (3-pieces)	7.50	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1



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Pricing: Select Preferences

- Select (click box) if you want to:
 - REDUCE: items will go half off on final sale day
 - DONATE: Clicking this box means unsold items will go to local charities AFTER the event if they do not sell. This is a tax deductible donation.

Season Spring/Summer Save

Category	Size	Item Description*	Price*	Reduce	Donate	Qty.
Clothing-Girls	12 mo	Baby Gap long-sleeved polka dot aqua T-shirt	3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1
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Pricing: Talk-to-Text TIP!

- Use your smart phone's talk-to-text function to enter tags even faster!



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Pricing: Print your Tags

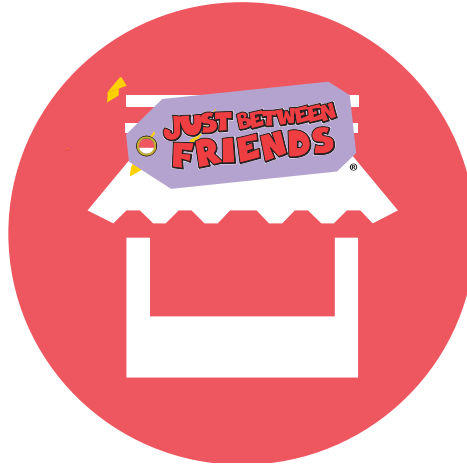


PRINT your tags on white cardstock. We love to use the **9 tags per page** PDF option. After you cut out your tags, organize them by type & size. This will make your next step faster!



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Step 5: DROP OFF



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Drop Off: Pack it up, drop it off.



Now that you've priced, tagged, and prepped, you're ready to drop off!



Keep items organized by size and type to speed things up during the drop off process. Things have a way of shifting around in transit! A few rubber bands can help keep hangers together in the car!



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Drop Off: Pack up, drop off.



Shawnee/Kansas City

Location: Wyandotte County Fairgrounds (Big Red Barn)

Address: 13700 Polfer Road, KC, KS

Dates/Times: Mon, March 30th from 6pm-8pm & Tues, March 31st from 9am-8pm

Overland Park

Location: Overland Park Convention Center

Address: 6000 College Blvd, OP, KS

Dates/Times: Mon, May 11th from 6pm-8pm & Tues, May 12th 9am-8pm.

- Brings your items during drop off times. No need to make an appointment, just come when it's convenient for you.
- You will check in at our consignor check-in desk and turn in your waivers and consignor agreement (which will be sent to you electronically shortly before the event).



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Drop Off: What to expect



Once you've checked in, you will place your items on the sales floor.

Items will be grouped by type (toys go together, books, etc.). You will hang your clothing by gender and size and behind a lettered plate that corresponds to your consignor number.

It's easy to do and the typical consignor can be done in 45 minutes or less, depending on the number of items you are bringing.



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Other good stuff to know:



- You can check you're MY JBF TAGS site to see which items have sold in real time during the sale.
- Your check will arrive electronically in your inbox within 2 weeks after the sales event closes!



PRESALE SHOPPING PASS!

- You will receive your presale pass via email once drop off has completed.
- As a consignor, you have earned this perk, so plan to shop early—and bring a friend to shop the BEST DEALS!

SHOP EARLY TIMES:

- Shawnee/Kansas City
 - Wed, April 1st | 1pm
 - 50% Off Presale – Sat, April 4th | 5pm
- Overland Park
 - Wed, May 13th | 12pm
 - 50% Off Presale – Sat, May 16th | 5pm

**Note that the times above are the time you can start shopping – you may come anytime after these times!*



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Picking up Unsold Items?

If you want to PICK UP unsold items (meaning, you chose not to donate unsold items),
note that PICK UP is:

Shawnee/Kansas City ~ **Monday, April 6th, 5pm-7pm**

Overland Park ~ **Monday, May 18th, 5pm-7pm**

After this time, all items, without exception, will be donated to our charity partner.

Please Note: If you choose the **donate option** when creating your tags, your items will be pulled and donated on your behalf at the conclusion of the sale prior to our sorting process. Once you have dropped your items off at the sale, this option cannot be undone. If you choose to donate your unsold items, you do not need to worry about picking up!



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Other Helpful Resources:



- Facebook CONSIGNOR ONLY page
Have a question and want help now? Check out our page, just for you! Find it at: [Facebook.com/JBF Overland Park & Shawnee Consignors](https://www.facebook.com/JBFOverlandPark&ShawneeConsignors)
- Online How-to Videos
Check out our YouTube Channel ([youtube.com/user/jbfsale](https://www.youtube.com/user/jbfsale)) to find all kinds of helpful info including the “How to Tag” video section.



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Want to shop even *earlier* and earn a *higher percentage* of your sales?

- Our EARLIEST shoppers are those who join our JBF TEAM and help at the sale!
- Help just 4 hours at the event and earn an 70% of your sales!
- Want to earn **75%** or **80%** of your sales? Learn more [here](#)!
- All Team Members working 4 hours or more at our 2020 Spring events will receive a free JBF T-Shirt!
- **Sign up to help:** Login to your [PROFILE](#), select a location, hit the gray "Help at the Sale" button, check the "Team Member" box, and you will be taken to the schedule.



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That's it! You're done! HOORAY!



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Got questions?

Please ask!

I want you to have all you need to sell successfully with JBF
Overland Park & Shawnee/Kansas City!

- Call/Text: 816.825.2295
- Email: stephaniehyder@jbfsale.com
- Consignor Only Facebook Page: [JBF Overland Park & Shawnee Consignors](#)
- Thanks for being a part of our sales!

Stephanie Hyder

Event Coordinator | [Overland Park](#) | [Shawnee/Kansas City](#)



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