# What is a consignment sale?

A consignment sale is an event in which moms price and sell their children's outgrown items, and place them on the sales floor with other consignors' items. MCKCS organizes and advertises this event and each consignor receives a portion of their sales (70%)

#### What is a consignor?

A consignor is a mom or dad who decides to sell their outgrown high quality, new and gently-used children's items at one of Mid-Coast Kids Consignment Sales semi-annual sales events. We take care of marketing, advertising, setting up, and running the events. Each consignor prepares and prices their items, drops them off at the sale, picks up or donates their unsold items after the sale and then receives a check after the sale. If you chose, you can also volunteer for additional perks.

#### Is there an admission fee?

No

#### Can I bring my child to the sale?

Yes. However, during the public sale.

No, during the Pre-Sale.

#### Can I bring a stroller to the sale?

Yes, we do allow strollers at the public sale.

No, we do not allow strollers at the pre-sale.

#### How do I carry my items during the sale?

You can bring your own bag or laundry basket. Please do not use your stroller for storing items.

#### How often do you have sales?

Every six months - May and October. Sale dates are announced at least 6-8 weeks in advance.

# What sort of payment do you accept?

We accept cash, Visa and MasterCard (either as debit or credit), Discover card.

#### What brands and sizes will I find?

We offer sizes preemie to 14 as well as all maternity sizes. We have a wide variety of brands ranging from known brands like Gymboree to boutique and designer brands like Matilda Jane and Mini Boden.

#### I don't have enough items to consign. Is there any way I can shop early?

Yes! Sign up to volunteer and shop at the Volunteer Pre-sale. Volunteers even get to shop before the consignors!

#### Do you have fitting rooms?

No. We suggest you bring your children's sizes as well as a measuring tape to the sale.

#### **Volunteer FAQ'S**

#### Am I required to volunteer if I decide to consign?

No. However, volunteers shop earlier than consignors at the Pre-Sale.

#### How long are the volunteer shifts?

Volunteer shifts are 4 hours each. We can break that down to 2 hours one day and 2 hours the next day if you'd like.

#### Can I bring my child with me when I volunteer?

No, it would be unsafe to bring children while you work your shift.

#### What if I need to cancel?

Please notify us as soon as possible if you need to cancel. If you fail to show up without canceling, you will not be able to volunteer again.

#### Can I volunteer if I'm also a consignor?

Yes! You do not need to be a consignor to volunteer. As a volunteer you will get to attend the Volunteer Pre-sale (even before the Consignor Pre-sale.)

#### When should I show up for my shift?

Please arrive at least 5 minutes early to sign in and be briefed on your responsibilities.

#### When can I sign up?

Check our website, <a href="www.Midcoastkidsconsignmentsale.com">www.Midcoastkidsconsignmentsale.com</a> or our Facebook page regarding when you can sign up. We will open volunteer shifts at a specific date and time. Volunteer slots are limited and are filled on a first come, first serve basis.

#### What should I wear during my volunteer shift?

Wear comfortable shoes and clothing. We will provide you with a brown apron.

# Can I bring a guest to the Volunteer Pre-sale?

Yes - one adult.

# **Consignor FAQ"S**

#### Who can consign their items and become a seller?

Anyone can consign their children's item with Mid-Coast Kids Consignment Sale. Children's consignment sales are an excellent way to sell your gently used children's and maternity items. We generally pay more than a consignment shop, are more profitable than conducting your own garage sale and avoid the hassles of listing on Craigslist.

#### How do I become a consignor?

Signing up is easy. Click on "Register Now" on our website. After that you will select a username and password, pick a drop off time, decide whether you want to volunteer and then begin entering your items and creating your tags. It's like running your own mini-business!

#### What percentage of the sales do I receive?

Consignors receive 70% of their sales.

# Do I pay the consignor fee in advance?

Yes, it is paid separately using PayPal when registering.

# How often do I pay the consignor fee?

You pay the fee once per season, e.g., fall or spring.

# How long does it take to drop off my items?

It generally takes 30 minutes for the entire drop off process depending on how many items you have. You will first sign in, have your items inspected and then sorted by gender and size.

#### How long after the sale will I receive my check?

You should receive your proceeds checks within two weeks after the sale by mail.

#### Can I see which items have sold?

Yes. Each evening after 9PM you can view your sold items. Log in as you normally would as a consignor. Click on "Sold Items." After the sale, you can also print a list of "unsold items" that you can use during pick-up. This final list is usually available one to two hours after the sale has concluded.

#### Can I bring a guest to the Consignor Presale?

Yes, one adult.

#### If I become a seller, do I have to work during the sale?

No, you are not required to work at the sale. However, volunteers who decide to help out get to attend the Volunteer Pre-sale (which is before the Consignor's Pre-sale). It is also a lot of fun.

Why is consigning at Mid-Coast Kids Consignment Sale better than having my own garage sale or selling on Craigslist?

We do all the work! We generally get higher prices than a garage sale (without your having to advertise or work the entire sale), and less hassles than Craigslist (no strangers having to come to your home!)

# Do you have an item limit for consignors?

Yes, the limit is 1000 items.

#### Who prices the items?

You do! We do have pricing guidelines to help you maximize your profits.

#### How should I price my items?

Typically, you should price between 25-30% of what you actually paid. Also, ask yourself "What would I pay?" Price a bit higher if the item is in mint condition, a boutique/designer brand, a high demand item (see below). Price on the low end if it is a more common brand, is gently used or a lower demand item (see below). Better presentation also commands a higher price. While we don't require clothing items to be pressed, they generally sell better if they are.

#### Which items are in high demand and sell the fastest?

Outdoor play equipment, furniture, baby gear (including strollers, high chairs, pack-n-plays). Toddler size clothing as well as designer/boutique brands sell fastest and at higher prices. Outfits sell better than separates.

#### Which items are in lower demand and don't typically sell as fast?

Infant sizes (up to 24 months,) junior clothing and maternity clothing are the slowest movers and sell for a lower price. Also, bedding and stuffed animals should be priced on the lower end.

# What hangers can I use?

We accept both wire and plastic hangers, but prefer plastic hangers. Children's hangers present better for smaller clothes.

# Where can I find hangers?

Check with your local dry cleaners to see if they can provide you hangers that customers have dropped off - either free or for a reduced cost. You can also purchase cheap hangers at dollar stores, Goodwill or discount department stores. Also, check with friends and family to see if they have extras. Sears will also give away hangers.

#### Do I get my hangers back?

No. Due to the high sales volume we are unable to return any hangers.

#### Is there a deadline for entering items into the system?

Yes - registration will end and a deadline will be given. Usually three days before drop-off day.

#### What happens to my inventory in the software after the current sale season?

Unsold items are moved to "inactive inventory." You can easily move them back to active status by selecting the items and clicking on "make active."

#### Will I know which items I need to look for at pick up?

Yes, you can print your list of "Unsold Inventory" prior to pick up. Be sure to print at least an hour after the event has concluded.

#### How do I tag and prepare my items for consignment?

After entering your prices, you will print off your tags (be sure to use white card stock.) Then affix the tags to your items following our tagging guidelines (see the Tagging/Prepping web page). Tags are affixed to clothes on the upper right portion of the garment (while looking at the garment the hanger should look like a question mark) with safety pins (no straight pins or overly large safety pins.) For other items, use clear packing tape and/or ziploc bags.

#### Do you inspect items when they come to your sale?

YES, we inspect ALL items that you bring to the sale before they are placed on the selling floor. This insures the integrity of our sale. Mid-Coast Kids Consignment Sales have high standards, and that means we accept only the best in gently-used children's items. We will be inspecting for unacceptable items such as items with holes, missing buttons, missing pieces, stains, dirt, odors (including smoke), pet hair, showing wear (worn), broken parts, missing or dead batteries, etc. We want to be known for selling only the best, so please don't be offended if some items are returned to you during the inspection process.

#### Do consignors get to shop early?

Yes, all consignors get to attend the "consignor's pre-sale" before the sale opens to the public. Check the dates and times on our webpage for specifics.

# Do I keep the same consignor number if I do another sale?

Yes, your consignor number is the same for all future sales.

#### Do I ever need to re-tag an item?

The only time you ever need to re-tag is if you change a price or a decision to sell an item at half price on the last day of the sale.

#### Do I have to use white card stock for the tags?

White card stock works the best as our scanners are very sensitive. However, you may use light colored card stock as well. Dark colors do NOT scan. We do not recommend the use of printer paper or copy paper.

# Can I hand write my tags or change my tags in handwriting after I print the tags?

No. The computer will read only the barcode. Therefore, regardless of what you have handwritten, the check-out computer will only pick up what was originally entered into the tagging system. This is also done as a security measure. If you change a price or a decision to offer at half price, you must re-print the tag.

#### How descriptive do I need to be on my tags?

The more descriptive you are the easier it is to match up the item with your tag if your tag should fall off. Mention color, brand, designs, etc. Don't just type "boys shirt". Instead type "Old Navy orange/blue stripe with basketball."

# Where do I put the category boy or girl when entering my tags?

You can choose to put "boy" or "girl" as part of the description or you can put it under the size. For example, "boys blue polo shirt" or "boys size 4T."

# When I have two items that go together (shirt/pants or glider/ottoman) as a set do I need two tags?

No. You only need one tag when selling a set or multiple items together. Mention on the tag that this item includes a set of 2 or 3 pieces. Be very descriptive on the tag so that the shopper knows all the pieces that are included.

# I marked my item to be sold at 50% off during the last day and I have changed my mind. What do I do now?

Once you have dropped off your items you cannot change prices. Marking the tag in handwriting will not change it in our system. The computer will read only the bar code.

# I tagged my items to be donated, but now the sale has started I changed my mind. What do I do?

Contact us prior to the end of the sale. We will set your items aside for you to pick up.

#### What items do you NOT accept at the fall sale?

Acceptable items for a fall sale vary slightly but as a general rule, we do NOT accept swim suits, swim wear, Easter outfits, sleeveless t-shirts, shorts, flip-flops/sandals or beach wear.

#### What items do you NOT accept at the spring sale?

Acceptable items for a spring sale vary slightly but as a general rule, we do NOT accept winter coats, corduroys, sweaters, anything with fleece/fur, holiday outfits, Halloween costumes, boots, mittens/hats, ski pants.

#### Do you accept cribs?

Yes, if they were manufactured after June 28, 2011 (per CPSC requirements) and have a FIXED siderail. Be sure to check the date label on the crib.

# Do I need to put my items on the sales floor after inspection?

No, we will have volunteers to assist with that. This is a security precaution so other consignor's items don't walk out disguised as "unacceptable items" headed back to the parking lot.

#### Should I need to assemble my large items?

Yes. Shoppers like to see that all the pieces are there and everything works. Items sell better when they are completely assembled. For example: cribs, pack-n-plays, outdoor toys, etc. need to be put together.

# I cannot make it during your drop off hours. Can someone else drop off my items for me?

Yes. However, they still must follow the drop off procedures including inspection time.

I have so many items, I can't make it in one trip?

No problem. Just sign up for two drop off times or let us know you'll need to come back for a second load.

What happens if I forgot to print my unsold inventory list and bring it with me to consignor pick up?

No problem. Your items will be available for you to pick up even if you forgot your list. Please do not expect to print your list at the sale.

I cannot make it during your pick up hours. Can someone else pick up my items for me?

Yes. They will need your name and consignor number to be able to pick up your items. Many times it is difficult for a friend/family member to pick up your items because they are not familiar with what you brought to the sale. Be sure to notify us as to the name of the person who will be picking up on your behalf.

I forgot or am unable to pick up my unsold items at the designated time. Can I get them from you another day?

NO. All left over items are donated immediately at the end of the sale. Regretfully, we cannot store them. If you are unable to pick up your items during the allotted pick up time, we suggest you do not participate in this season's event.

I have changed my mind and would like to donate my unsold items even though it was not marked on the tag to donate?

No problem. Any leftover items that are not picked up will be donated. You do not need to contact us.

Where do donated items go after the sale?

Mid-Coast Kids Consignment Sale has partnered up with a local charity to donate the remaining items from the sale.

What should I do if I registered to consign but cannot participate?

Please e-mail us to let us know you are not coming. We can then open registration for another family that would like to participate.

How do I get the sale items to you?

We offer convenient drop off times a few days before the public sale. Be sure to click on "Register to Check-In" when you sign up. Drop off generally takes 30 minutes and you will unload your items into the exhibition hall.

When do I pick up my items after the sale?

Check our current website listing for the specific time period for picking up your items. Items left after the pick up times are donated to charity. Regretfully, we cannot hold back items for a later pick up.