



# 2012 Spring & Summer Children's Clothing Consignment Sale

[www.kindermartsale.com](http://www.kindermartsale.com)

Sponsored by the Parents' Club of Smyrna First United Methodist Preschool/Kindergarten

KinderMart proceeds benefit the Smyrna First United Methodist Preschool/Kindergarten. Items donated (not sold) benefit local MUST Ministries, AADD, and other SFUMC missions & ministries at the discretion of KinderMart management.

**Sellers must read and adhere to the following policies and guidelines in order to participate in the KinderMart Sale. Each rule has a specific reason behind it – if you wonder why – please ask! Please direct all questions to [info@kindermartsale.com](mailto:info@kindermartsale.com).**

**Seller Basics** – Minimum 25 items, maximum 500. All sellers must pay \$5 seller fee when they register for a seller number. Only 300 seller numbers allowed. We reserve the right to reject any item that does not meet our standards. (See "KinderMart Sale Item Guidelines" page for detailed information).

**What Do I Get?** – Sellers receive 65% of the proceeds and KinderMart 35%. Checks are mailed within 30 days of the sale to the address on record. (Be sure your seller address information is up to date in the computer). Please cash your check in a timely manner. Checks not cashed within 90 days of the sale will be considered a donation to KinderMart.

**Schedule** – Item Drop Off is Monday all day & Tuesday MORNING only. Seller Sale is Thursday evening. Public Sale is Friday all day & Saturday until Noon. Sellers may choose to reduce their prices by half on Saturday to boost sales. Pickup for unsold items is Saturday, 3:00–4:00pm ONLY. Don't be late. Anything left at 4:00 pm WILL BE DONATED. **Review the KinderMart website calendar for specific times and details.**

**Item Drop Off** – Be on time for your appointment! Our volunteers are on site to assist you. Bring items to the DOUBLE DOORS TO THE RIGHT OF THE WELCOME CENTER (by the steps). Check in with the KinderMart committee member at the door and you will be directed to a drop off station. Sellers on time for their appointment will be given priority. If you are late, we will do our best to work you in as time allows. If you arrive after Drop Off has closed on Tuesday, we are sorry but you will have to miss the sale. Keeping the doors open for even one person to drop off requires multiple members of our team to stay and work with you, and we have children waiting for us and other commitments too!

**Seller Sale** – Thursday evening – Private preview sale only for current sellers. Your Best Friend, Sister, Neighbor, Spouse, etc. are not invited at this time. You must present your Seller Sale pass to enter. No Strollers! (room is too full). Well-behaved children are okay, but we don't recommend bringing kids overall. Bring cash or check with ID – no credit cards.

**Public Sale** – Open all day on Friday, and on Saturday morning until Noon. Doors close promptly at noon to allow us time to re-sort unsold items for pick up at 3:00 pm. Check the KinderMart website for specific times and tell your friends and neighbors about this fabulous way to buy quality children's items! We accept cash or checks with ID – no credit cards.

**Item Pick Up** – Saturday, 3:00–4:00 pm ONLY. You must be there or send a proxy if emergencies arise, or your UNSOLD ITEMS WILL BE DONATED! Unlike drop off, you will enter through the Welcome Center, retrieve your items and exit through the Fellowship Hall doors. If you arrive before 3:00 pm, form a line outside and please be patient. The volunteers work as fast as they can between 12:00 and 3:00 to re-sort everything for your convenience. ANYTHING NOT CLAIMED BY 4:00 PM WILL BE DONATED, NO EXCEPTIONS. Charity trucks are generally driving off by 4:05 pm, so PLEASE don't arrive at 3:59 and expect to find your items still waiting for you. We do not have space to store your items.

**Preparing Your Items** – All items must be prepared & tagged properly for sale, per the guidelines in this packet or you will not be allowed to check in. **Please review the information on pages 6–7 about our new tagging system** to help you tag items as quickly and efficiently as possible. You must reprint a tag if you make any changes, because your seller number & pricing data are encoded in the barcode. The tagging system will shut down on Monday night March 12th at midnight, so you MUST have all your items entered and tags printed by this time. If you have trouble printing, you can now save or email the .pdf file of your tags to a friend or copy shop to be printed. Please direct any questions about specific items to [info@kindermartsale.com](mailto:info@kindermartsale.com).

Seller registration for our Fall 2012 sale begins on August 1<sup>st</sup>. Fall Sale dates are September 21–22, 2012.

# 2012 KINDERMART SALE ITEM GUIDELINES

KinderMart reserves the right to reject any item that we deem inappropriate. In order to maintain the high standard of quality at our sale, we must be very selective, so please don't be offended if any of your items are rejected. Stained, dirty, out of season, smoky-smelling, or excessively worn or faded clothing will be rejected. A complete list of acceptable/not items is included in this packet. **All items must be tagged and hung properly or you will not be allowed to check in.**

**TAGGING ITEMS** – Tags are barcoded and can only be printed via our website. They must be printed on minimum 65 lb. white CARDSTOCK paper only. This is easily found at Wal-Mart and office supply stores. All tags must be on the OUTSIDE of plastic bags so the scanner can read the barcode (don't tape over it). Use a detailed description of the item so we can find it should the tag come off. Secure tags to clothing with safety pins. Tape them to bagged items, toys and other items with CLEAR PACKING TAPE only. Scotch tape will come loose. Large, multi-part items should have tags with seller # and description on all items, but price ONLY ON ONE TAG. (i.e. 1 of 3, etc.). See pages 6-7 of this packet for more info.

**CLOTHING** – Launder & SORT clothes by size & gender before you create your tags if possible. Items MUST be sorted by size and gender before you arrive at drop-off or you will have to do it onsite (not fun). All items must be stain-free, pet hair-free and in excellent condition. Iron, if needed. All buttons, zippers, snaps, etc. must be hooked (this shows none are missing, etc), and clothes hung on WIRE HANGERS, only. Plastic hangers will be rejected. Safety pin multiple items together so they don't get separated. Do your best to make your items secure on the hanger – it WILL get squashed, pushed and pulled in all directions as shoppers peruse our crowded racks. Safety pin pants or shorts to the TOP ARM of hangers, not the bottom bar, so they don't slide around. Hanger hooks must face LEFT and tags should be placed on the upper right shoulder of the item when viewed on the hanger. Mark clothes with exact sizes (i.e. 3 months, 2T). If something says Small/Medium/Large use your best judgement to mark the appropriate size on the tag. We accept infant and children's clothing premie through boys/girls 16 and maternity. We do not accept Junior or adult sizes. Special rules are as follows:



**SPRING SALE:** No winter coats, snow boots, gloves, corduroy or wool items, long sleeves, sweatshirts, etc.  
**FALL SALE:** No flip flops, bathing suits, shorts, tank tops, or short sleeve items. We DO want your Halloween costumes, winter gear and holiday attire. School uniform items are welcome in Spring or Fall.

College or sports logo shirts & outfits must be Georgia or southern region teams: AL, FL TN, SC, NC, FL are okay.

**SHOES** – Shoes are limited to 8 pairs in good condition. We prefer they be sealed in plastic bags or if needed, securely tied and safety pinned together. Tags must be attached to the outside of the plastic bag so our scanners can read the barcode.

**SOCKS/UNDERWEAR/HAIRBOWS/HATS/MISC. ITEMS** – Use Ziploc bags and seal them completely with tape to disable opening by shoppers. Tag must be pinned or taped to the outside of the bag. **DO NOT COVER THE BARCODE!**

**MATERNITY** – Must be hung on wire hangars. No maternity bras or panties accepted. Limit of 5 outfits.

**TOYS/GAMES** – Must be clean, in working order, all pieces included. Batteries must be installed so we can see that it works or we cannot accept it. Tape game and puzzle boxes closed. Do not apply tape to stickers or decorative items on toys – put item in a Ziploc bag. You may bag multiple, similar toys into bundles if you wish. NO stuffed animals will be accepted. We do accept bikes, ride-on toys, games, dolls, vehicles, outdoor toys, action figures, electronic hand-held games such as Game Boys & Leap Pads, computer software for children, and video games for gaming systems (rated E).

**BOOKS/MUSIC/VIDEOS** – No limit on books for children. We also accept pregnancy, parenting and infant care books. Books may also be bundled into sets of similar topic or age range, (i.e. Set/4 Train books). Please insert a slip of paper in the bag noting each title if you bundle books. Seal bags with tape to prevent opening by shoppers and place barcode tag on the outside. VHS tapes (limit 3), Music CDs, and DVDs (G or PG) are also welcome. Individual book tags MUST include the book's title!

**INFANT ITEMS** – We accept most items used for baby care, including strollers, high chairs, carseats (under 5 years old), cribs (no drop-side without safety clip), nursery furniture & decor, crib bedding, potties, extra diapers (still in original packaging), swings, bouncers, etc. All items must be clean, in working order and have batteries so we can see it works. Attach a Ziploc bag with instructions, screws, bolts, or any other small pieces securely to the item if it is disassembled. We do NOT accept sippy cups, pacifiers, bottles or breast pumps. Baby blankets should be folded in bags, not hung up. Soft infant toys such as rattles & squishy toys should be bundled into groups and bagged (2-4 per bag is good), limit 5 bags.

**PRICING** – Our minimum item price is \$1.00 and all items must be priced in .50 cent increments. Price information is encoded in the barcode, so DO NOT change the price on something and mark through it with ink. You must print a new tag. Sellers may choose which items they wish to sell at half price on Saturday. You will input this choice into the computer as you print your tags.

# KinderMart Sale – Tips from Experienced Sellers

- Price your items to sell quickly. (especially 12 months and under clothing). People expect to get a good bargain at a consignment sale
- Evaluate your prices – would you pay that price for the item?
- Toys & games sell very well. Most are sold before the 50% reduction day
- In pricing clothes, consider pricing items 1/3 of the original (new) price for items in excellent condition; 1/4 of the original price for items in good condition. New items with tags still attached are also top sellers
- If you do not sell much, perhaps your prices are too high or the clothes are outdated or worn.
- Take the time to write good descriptions of your items on tags – it only helps YOU if the tag should get separated from the item. Help us to know exactly what we are looking for! You must include the book's title on individual book tags
- Make sure shoes are cleaned and shined for better sales
- Sort your items by size and type before you begin tagging. It will help you price them more accurately to see similar items grouped together and it helps us IMMENSELY when you bring those items to us already in groups
- BE ON TIME!!!!!! For your drop off appointment, for pick up on Saturday, and of course, when it's your turn to shop!

## Cleaning Tips

To get your clothes and other items sale-perfect, try these cleaning tips...

- Soft Scrub is excellent for getting crayon off of plastic toys, tables, etc.
- Clorox Bleach Pen can be used to spot treat a bad stain on a clothing item that can't otherwise be bleached (i.e. a blue dress with a white collar – you can spot treat just the collar with bleach and then launder normally)
- Mr. Clean Magic Eraser will get pencil, crayon or scuff marks off of wood
- Rub shampoo directly on shirts to get out “ring around the collar”
- Rubbing alcohol helps remove stickers from plastic – white vinegar can be used on wood
- Soak clothes in warm vinegar and water mixture to remove perspiration stains
- For all purpose laundry cleaning, to get the dingy out of whites, and for stain removal, try our stain removal formula below:

### Stain Removal Formula

Fill washer half full with hot water

Pour in: 1 cup Powder Detergent, 1 Cup Clorox 2 (safe for colors) and 1 cup dishwasher powder detergent

Agitate

Add clothes

Soak overnight

Next day, finish filling tub with water

Let the machine finish cycling

Then completely rewash clothes as normal

# KinderMart Consignment Sale

## WILL ACCEPT

KinderMart computer-generated tags w/ barcodes, pinned or taped properly to item

Tags printed on white CARDSTOCK

Items priced at a minimum of \$1, and in .50 cent increments

Current season items only (except uniforms)

Size preemie infant thru size 16 girl & boy

Items securely fastened to WIRE hangers. Hook must face left, tag on right side. Pin items to top arm, not bottom bar of hangers.

Shoes in good condition (8 pairs max)

Bagged items securely sealed with clear packing tape. Tags on the OUTSIDE

Games for gaming systems (rated E only)

Hand-held video games & computer software for kids

Children's books in good condition only – Must include book title on the tag!

Pregnancy, childbirth & parenting books

Videos/DVDs rated G & PG only

VHS Tapes (limit 3)

Battery operated toys with working batteries

CLEAN toys and baby items

Nursery furniture (cribs, rockers, etc.)

Toddler Beds

Crib Mattresses & Bedding

## WILL NOT ACCEPT

Tags from other sales or printed on colored or non-cardstock paper; handwritten tags

Plastic hangers

Clothing hung or tagged incorrectly – (Hanger hooks must face LEFT)

Pinned items that slide around on bottom bar of hanger. USE THE TOP FOR PINNING!

Clothing not buttoned, snapped and zipped

Clothes with broken buttons/snaps/zippers

Clothing marked Small/Medium/Large

Items priced under \$1.00

Maternity Undergarments & Breast Pumps

Bottles, Pacifiers, Sippy Cups

Juniors and Adult sizes

Badly stained or dirty items

Overly worn, faded or out of style clothes

Items with pet hair or stale/musty/smoky odors

Stuffed Animals

Toys, games or puzzles missing pieces or batteries

Scary guns or other violent-type toys

Videos/Movies rated PG 13 or higher

Teen and adult books

Marriage or relationship books/videos

# Using the MyCM Tagging System:

We hope you enjoy using our new tagging system! The MyCM software provides a wealth of features to help make our sale even better in future years, and hopefully make your experience as a Seller more efficient as well. As with any change, it will probably take some getting used to. Please be patient and look carefully at the various buttons and options available on your screen as you work. Once you find what you need and go through the process of entering, editing and printing a few tags, you should find the system to be quite user-friendly!

You will actually log in to the MyCM system via the link on the KM website. The first time you use the system, you must create an account. **Please be sure to do this only once! You will use that same account login for future sales, whether you are selling or just a volunteer. You can edit your username or password at any time.** Once you have an account, you will register for the sale and pay your \$5.00 seller fee via Paypal. Then, for the rest of this sale, you will simply log in as a returning seller each time. In the Fall, you will log in to your same account and then register for that sale specifically.

**\*\*\*IMPORTANT\*\*\* If you have already sold items through another sale that uses MyCM (such as the CCC MOPS Sale), you should use the same login name and password to log into your account. Then you can register for the Kindermart sale and obtain your seller number. This will allow you to transfer your items from other sales to ours.**

Once you have registered and are logged in, you will be directed to a Welcome page with your name and seller number. From that page, you can choose from the tabs at the top to "Enter Items," "Print Tags," "Volunteer," and register for a "Check In" appointment. You should not need to use the "Manage Inventory" tab until our next sale, unless you also sell with other sales that use MyCM and wish to transfer items from that sale to Kindermart. You can, however, find some Help Tutorials on this tab if you are having trouble and need help editing an item, etc.

As you are tagging your items, please keep in mind....

- If you have old KM tags on items and have managed to keep your same seller number with our new system, you can try using them if you wish, for this Spring 2012 sale ONLY. We have been told they will work as long as the KM seller number exactly matches your new MyCM number, but since this is our first time using the MyCM system, we don't want to make any promises. We strongly encourage you to re-tag all your items using the new system. Then, after this sale, you will be able to "transfer" unsold items from sale to sale through a simple procedure. Remember, if you wish to submit an item with an old KM tag, the seller number MUST match your current number or you will NOT GET PAID. No old KM tags will be accepted for the Fall 2012 sale or thereafter.
- MyCM will number your items, however we are NOT conducting an inventory sale. These numbers are a convenient way to see how many items you have, but they will not be used to track your stuff. There is a limit of 500 items per seller, please. The minimum number of items is 25.
- If you delete an item, that item number will disappear. If you want to keep your item numbers consecutive for counting purposes, just edit the item to something else, don't delete it.
- When entering items for tags, you must type your tag info & descriptions into the computer. You can no longer print blank tags and hand-write your descriptions. Remember, "Book" is not a description. Make sure we can match up your item with it's tag, should the tag become separated.
- You must choose "Discount" (1/2 price Saturday) and/or "Donate" options for each item. The system remains on whatever you chose for your most recent tag, so you don't have to keep clicking that box each time if you plan to donate everything or if you have a series of items you want to discount, but not all. You have the choice to decide how you want to handle those options for each item individually. Please note, if you choose "Donate," the computer will force you into choosing "Discount" for that item as well. This makes sense – if you don't want it back, at least try your best to sell it! However, you may choose to discount an item but not donate it.
- Our minimum price is still \$1.00 and increments are by .50. You will choose your price from the scrolling table of all available prices from \$1.00 to \$500.
- Our categories list has been expanded somewhat to allow you to specify if an item is dancewear, swimwear, etc. This should help us make sure we get these items on the correct racks. If you don't know what category to use, miscellaneous is fine. If you have a large item such as a car seat, bouncy seat, high chair, etc., please use the proper category. This will allow us to see ahead of time how many Strollers, High Chairs, etc. to expect at Drop off, and we can plan our space on the selling floor, accordingly.

- Our size chart remains about the same, but “Slim” is now available for pants. If none of the sizes on the list work for you, choose “See Description” and type your info in the “Description” field.
- Try to group “like” items together before you begin tagging them. Having all your shoes or size 4 dresses together will help you determine pricing more accurately and provide better descriptions as you tag them. Plus, if you bring them to Drop Off in groups, we can get them placed on the sales floor much more efficiently than having to sort as we go.
- If you have a laptop, many users find it easiest to work wherever your items are stored, rather than dragging them all to your computer desk. Many sellers use a spare bed as their tagging station, where they can stack and sort groups of clothes and put the laptop nearby. Having two people working together makes this process even faster and easier!
- If your kids are begging to help, let them use a highlighter to mark the large “D” on the lower right corner of tags for items marked “Donate.” This will actually help us after the sale, when we sort items into “donate” and “return to seller” piles. You are not required to do this, however.
- Please note we have changed our policy on VHS movies to a limit of THREE.
- When you generate your tags for print, you can choose to mark them as “generated” or not. This allows you to test print tags if you want, before you do a final print on cardstock. You can also print tags as you work, over multiple work sessions. You will always know which tags you have already printed. You can also print just one or a few of your tags (such as if you made changes and needed to reprint something). When you generate tags, MyCM puts them into a .pdf file format. This is handy in case you want to save the document and print later, or if you are having printer troubles, you can email the file to a friend or copy shop to be printed. If you need to make changes however, you must edit or create new tags and generate those to be printed again. You cannot edit the .pdf file itself.
- Contact us at [info@kindermartsale.com](mailto:info@kindermartsale.com) if you encounter trouble using the MyCM system and cannot resolve it on your own. We will get back to you as quickly as possible. Please be patient! Remember, everyone is new to the system this year, so if you wait until the last minute to do your tags, we may not be able to help you before the deadlines for dropping off your items. This is the year to get your stuff ready EARLY!
- Please remember to resister for your item Check-In appointment online at the Login page. You can change your appointment at any time, up to the morning of your appointment. Changes will be subject to the remaining appointments available.

Please continue to next page for Terms and Disclaimer info....

**By registering online with [www.kindermartsale.com](http://www.kindermartsale.com), you have agreed to the following terms:**

## **KINDERMART** **SELLER AGREEMENT AND DISCLAIMER**

By acknowledging below, I the seller and consignor (hereinafter referred to as "Seller") of all items hereafter consigned, in consideration for the opportunity to participate in and profit from the KinderMart Consignment Sale (hereinafter referred to as "Sale") held by *Parents Club of the First United Methodist Church of Smyrna Preschool/Kindergarten* for the benefit of the *First United Methodist Church of Smyrna Preschool/Kindergarten* at the *First United Methodist Church of Smyrna, Georgia* (hereinafter referred to collectively as "Consignee"), agree to the following terms and conditions:

Seller agrees to hold harmless and make no claim against Consignee, Consignee's agents, assignees, delegates, fiduciaries, volunteers, paid participants in Sale or of Consignee, or any insurer of the Sale or Consignee, for the damage, theft or loss of any consignment. Seller agrees that Consignee is not acting as a surety for any consignment.

Seller agrees to waive any and all claims for personal injury resulting from participation in the Sale from whatever cause either foreseen or unforeseen against Consignee, Consignee's agents, assignees, delegates, fiduciaries, any volunteer or paid participants in the Sale or of Consignee, or any insurer of the Sale or Consignee.

All goods consigned to and left in the possession of Consignee by Seller or by anyone on behalf of Seller are left and consigned at the sole risk of Seller. Seller assumes all risk associated with all items consigned by Seller to Consignee and holds Consignee harmless from any and all damage to Seller or any third party. Seller agrees to indemnify Consignee as to any claim or action by any third party harmed by items consigned.

Consignee reserves the right to refuse or remove from the Sale any item for any reason, including wear, poor condition, damage, stains, inappropriate content or appearance. Seller has read and agrees to abide by all terms and conditions contained in Seller Packet.

Seller agrees and acknowledges that all items marked by Seller to be sold at half price on the date indicated at the end of the Sale will be sold for half of the price originally designated by the Seller on the item tag.

Items remaining at the conclusion of Sale which have been designated by Seller for donation, or items which, for any reason whatsoever, do not have a seller tag attached or which do have a seller tag attached but where said tag cannot be read, will be donated by Consignee on behalf of Seller to a third party chosen solely by Consignee or shall become the property of Consignee.

Seller agrees that items with no seller number on the tag or no tag will not be sold but will be placed in a lost and found area at the end of the sale, and that any items not claimed from lost and found prior to the conclusion of the end of pick-up day at the designated time will be donated by Consignee on behalf of Seller to a third party chosen solely by Consignee or become the property of Consignee. Seller agrees that no claims will be made against Consignee for any discrepancies involving items placed in the sale.

Seller agrees to cash checks issued as proceeds from the sale within 60 days and acknowledges understanding that replacement checks will not be issued to Seller by Consignee for any lost or expired check.

*Seller registration for our Fall 2012 sale begins on August 1<sup>st</sup>. Fall Sale dates are September 21-22, 2012.*