

Deals and Steals

FAMILY CONSIGNMENT SALE PARTICIPANT HANDBOOK

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Our Location! Sears Building/Old Hickory Mall

PLEASE READ CAREFULLY PERKS!

- Consignors receive **65%** of the sale item. On discount day (50% off) consignors receive 65% of the 50% sale item.
- You may consign 160 items for \$7. Second Set of 160 \$3!
- We will make arrangements to meet anywhere in Madison Co. to provide your card stock.
 - If you need us to mail card stock, we will be happy to do that for a \$4 fee for each set.
 - Volunteers who work an 8-hour shift (one sort) will receive **75%** of each sale item.
 - Volunteers who work a 12-hour shift (one sort) will receive **80%** of each sale item.

VOLUNTEERING

VOLUNTEER'S SHOPPING:

Platinum Privileges - Workers' Sale: Thursday, March 31st, 6 p.m.-9 p.m. If you have a total of 12 hours and at least one of your worked shifts is a sort shift on Sunday/Monday/Tuesday, you may shop on Thursday night. Your Guest may shop at 3 p.m. on Friday.

Gold Privileges-Workers' Sale: Friday, April 1st, 11am.-9pm. If you work a total of 12 hours without a sort shift, you may enter on Friday from 11 a.m.-9 p.m. on Friday night. Your guest may shop at 3 p.m. on Friday.

Premier Privileges - Workers' Sale: Friday, April 1st, 1:00 pm.-9pm. If you work a total of 8 hours, you may enter from 11:00 a.m.- 9 p.m. on Friday. Your guest may shop at 3 p.m. on Friday.

Primary Privileges - Workers' Sale: Friday, April 1st, 3 pm.-9 pm. If you work a 4-hour (total) shift(s), you may enter at 3 p.m. and your guest may enter at 3 p.m. on Friday as well.

NEW! We have added 2 hour shifts, however; you must still work the number of hours above (your choice) to be able to shop early.

1/2 Price Worker's Sale: Sunday April 3rd 12 pm. Volunteers may shop at 1/2 price one hour early; (NO guest passes)

VOLUNTEER OPPORTUNITIES Choose Your Shift(s)

To add your name to the schedule, please visit our webpage and login to your account and click on volunteer.

NOTE: Deals and Steals Consignment reserves the right to deny a volunteer request for any reason. As a worker, we understand that it is tempting to shop during your shift. We ask that you honor your work shift and give your full attention to what is needed during that time. We feel that it is **dishonest** to shop while you are supposed to be serving.

CONSIGNING!

PARTICIPATION GUIDELINES:

- For this Sale ...**Spring/Summer Items Only!**
- **IN-STYLE** Women's, Men's, & Children's Clothing, Household Items, Baby Equipment, Toys, Books, Electronics, Furniture, Shoes, Jewelry, Sports Equipment, Tools, etc.
Please make sure all items are clean and in working order.
- A minimum of 20 items must be contributed.
- A maximum of 160 items. You may purchase another 160 tags for an additional \$3, just contact us at dealsandstealsconsignment@gmail.com. **There is no need to register again under a different name or number to get additional tags.**

Check out our **“How To” Video** on your login screen for additional instructions.

CONSIGNOR NUMBERS

- **You must register from our webpage dealsandstealsconsignment.com to obtain your consignor number. If you consigned before, then just choose “Register Me” to sign up to consign! We use My Consignment Manager for our POS System.**

If you consign with another sale that uses MyCM, you may email us, and you can use your same number. This allows you to transfer items from one sale to another. We use a color coded system to sort. This system speeds up the sorting process and helps to ensure that your unsold items are being returned in the quickest manner, as well as, getting your checks to you as soon as possible!

Deals and Steals Family Consignment will not be responsible for returning items that have been tagged with cardstock not provided by our sale.

Our sale has grown to the point that we are asking that you use our color card stock. If you have items from another sale with a different color, you can still transfer them, reprint on our color card stock and just exchange the tags or staple/tape them on the existing tags.

- **In order to have your \$7 participation fee reimbursed, you must let us know when you order/register. This is the ONLY way the \$7 participation fee will be reimbursed. Your tags will be Hot Pink, and ALL unsold items at the end of our half price sale will become the property of Deals and Steals Family Consignment.**

RECEIVING:

When you register as a seller, click on the “check in” schedule and choose the day and time that you would like to drop off your items. We will have drop off slots for daytime and nighttime!

Tuesday, March 29th, 1 pm.-8 pm.

Wednesday, March 30th, 9 am.-8 pm.

Thursday, March 31st, 9 am.-3 pm.

Please be prepared to place your items on the sales floor. If you have heavy objects, please bring someone with you; we cannot guarantee assistance will be available.

NOTE:

We strongly recommend that you take a moment at the drop-off to do one last inspection of your merchandise before placing your items on the sales floor. The lighting at the Sears building is different than in your home and sometimes tends to "bring out" stains and other flaws. Please take a second look and don't allow undesirable items to make it to the floor.

Thank you for understanding that our goal is to provide shoppers with top quality choices! Therefore, Deals and Steals reserves the right to refuse any items that we do not feel meet our sales standard. \$1 will be deducted for each soiled, stained, torn or out of season item that we pull from the sales floor. In addition, items with missing buttons, broken zippers, etc. will be removed from the floor and charged.

We are encouraged by the feedback from thousands of shoppers who are pleased that we are attempting to weed out undesirable items, leaving more spacious racks for ease in shopping. As a consignor, you want shoppers to see your items - which is less likely if they must pick through stained, torn, etc. items that are crowding the racks. Thank you in advance for a first-class sale!

TAGGING:

Login to your account at dealsandstealsconsignment.com and click on enter items.

TIPS FOR CREATING TAGS

Here are some suggestions based on our experiences:

First: get your items ready. Clothing: check for stains, hang, bag, etc. toys, games, books, furniture, etc.: gather all pieces, check for batteries, etc.

For clothing the system asks for info in the following order: price, half price, donates, size, description, gender.

Either write a list of your items and then enter it all into the computer, or have your items next to you as you enter them. Find what works best for you.

We suggest you enter 8 items at a time, print and tag. Always print in multiples of 8, since 8 items will fit on one sheet of cardstock. March 30th at 1 pm.

- ***Next, contact us by email dealsandstealsconsignment@gmail.com or 731-935-4116 and we will make arrangements to meet you to receive your card stock in Madison County. If you live outside Madison Co., we will be glad to mail your card stock for \$4 for each set.***

The \$7 participation fee includes your first set of 160 tags and can either be collected when we meet or you may mail it to Deals and Steals Family Consignment at 37 Cotton Blossom Cove, Jackson, Tn. 38305. In order to have your \$7 participation fee to be reimbursed, you must let us know when picking up your cardstock if you plan to donate ALL items. This is the ONLY way the \$7 participation fee will be reimbursed. Your tags will be Hot Pink, and ALL unsold items will become the property of Deals and Steals Consignment without question. Otherwise – your tags will be a designated color and you may choose to donate or not on an item-by-item basis.

- Describe, describe, describe. It is worth it for you to take the time to completely describe an item on the tag. Yes, we see that they are “blue jeans,” but that is not enough for us to match the card with the item should they become separated. “Buckle BootCut Jeans” is better. “Movie” is not enough, “Toy Story 4 Movie” is better.

- Please take care to cut your cards along the provided lines. It is imperative that the barcode remain intact. Please cut above the area provided for pinning and below the price line.

- Please select the "DONATE" box if you wish to donate a particular item should it not sell.

- Please check the discount box if you want an item sold in the discount sale.

- Items with cards other than those printed **from** (MyCM) (go thru our website so it won't ask you for a print code) will NOT be accepted at drop-off.



- Walk-ins at drop-off will not be accepted.
- **When facing the item**, the hanger must point to the left and all tags must be secured to the top-right-front corner of the item **with a safety pin**. **Tags secured with straight pins will not be accepted.**
- Secure cards to large, non-clothing items with strong tape.
- Place small, non-clothing items in Ziploc bags with cards placed inside. (small toys, shoes, etc.)
- Wrap all loose items for toys in Saran Wrap.
- Adult pants need to be folded over a hanger.



Shoes:

- If possible, please zip tie, use yarn or tie shoelaces together for shoes to be hung on racks. All other shoes place in zip lock bags. Hangers/hooks will be provided at drop off to push through the bag to be hung up on racks at drop off. If shoes are too large for a zip lock bag and can not be tied together, please be prepared to place them on the floor under the correct size.

PRICING:

- Pricing is in whole dollar amounts only.
- When pricing your items, here is a tip:
- Price to Sell – 1/4 to 1/3 of the original price is a good rule of thumb (i.e., if you paid \$100 for that smocked dress, price it at \$25-30 or LOWER if you really want to get it out of your closets). Remember, it is RESALE. Most people are looking for quality items at a fraction of the cost. Few people will spend half of the original cost for resale. The secret of the people who sell their clothing and make the most money doing it is, price your items low and sell all of them. These people usually only pick up 1/3 or less of what they consign.

Printing:

- When printing only use 1 to 2 sheets of card stock in your printer at a time. If by chance a sheet misprints, just flip it over.
- If you want us to print your tags, we can do that for a charge of \$4 per set of 160 tags. Email or give us a call. Understand the week of the sale we will be unable to print tags, so the last day to print will be March 25th..

DONATING:

If you notify us at the time you receive your card stock that you do not want to pick up any items that may not sell, we will refund your participation fee(s). Please note: Your items must **ALL** be on Hot Pink Card Stock. Any leftover items become the property of the Deals and Steals Family Consignment Sale for Dollar Day and you will **NOT** receive any money for those donated items.

PICK-UP:

Thursday April 7th, 4pm.-7pm sharp!

As indicated by your acceptance of the Consignor Agreement, any items not picked up **by 7:00 p.m.** will be donated to charity.

Before you pick up your check, **PLEASE CHECK LOST AND FOUND!**

LOST & FOUND:

Please take time to firmly affix your tags with a detailed description. Remember, if your items become separated from their tags, we cannot sell them.

Unfortunately, we have a number of items each season that come to our lost and found area. It is a shame when a customer sees the item and wants to buy it – but there is no tag.

Similarly, we have a number of lost tags each season. Frequently throughout the sale, we attempt to match the lost tags with any lost items. When we are successful, we place your items back on the sales floor.

We cannot be responsible if someone picking up for another consignor fails to pick up all his/her items.

Methods of Payment at Sale:

Visa and Master Card Accepted

Debit Cards

Cash

ID.Required

Important Information:

- Only Flat Screen TV's please.
- Mattress can only be sold with a bedroom set.
- Please no VHS tapes.
- Car Seats must be within the 6-year expiration date by law.

Charities:

Nicaragua, Dominican Republic, Honduras, Puerto Rico and Zimbabwe Missions

WRAP for Women

Head Wraps for Women with Cancer

Guana Missions

Hope Center

Hospital (Scrubs)

T-Shirts-Diapers for Children

Area Relief Mission

Nicaragua/Peru

Disclaimer

Neither Deals and Steals Family Consignment or the sale workers are responsible for lost, stolen or damaged items. Deals and Steals not responsible for damaged items due to natural disasters or fire.

All sales are final!

New Changes To Our Sale!

- 1. With the increase in rentals for our building, tables, POS system, cardstock, advertising, etc. we have changed our split to 65% for our consignors and 35% for Deals and Steals.**
- 2. If you consign more than 500 items with us we will ask that you work one of our sort shifts for 2 hours.**
- 3. Everyone will pay a \$7 fee to participate in our sale. This fee includes enough cardstock for 160 tags. If you have items to transfer let us know and we will be glad to increase your number.**