

2024 PiP Uniform Consignment Sale – IMPORTANT INFORMATION Saturday, August 10th at the MPR (Imagine Campus)

Schedule:

Sale: 10 AM – 1 PM

Volunteer Set Up: 8 AM – 10 AM

Seller Drop Off: 8 AM – 10 AM to the MPR @ Imagine (this is the gym/cafeteria next to the front office)

Seller Pick Up: 1pm sharp (all items not picked up during this time will be forfeited)

Volunteer Clean Up: 1 PM – 2 PM

PAYMENT OPTIONS

Payment for items can be made by cash and credit card. PiP will take payment for all items and Consignors will receive a check for 60% of the sale of their items sold during the sale within 10 business days of the consignment sale completion. **Please bring a self-addressed, stamped envelope so we can mail your check to you.**

SELLERS TERMS

The consignment fee is 40% and will be deducted from your sold items. Consignors will receive 60% of the total of their items sold. Final payment will be sent via check within 10 business days of the consignment sale completion. **Please bring a self-addressed, stamped envelope so we can mail your check to you.**

Sale items may include new or gently used uniforms, Spirit Wear, shoes, school supplies (per class lists provided by school) and grade-level reading books (unmarked/good condition).

Shoes should be clean and only gently used, with a maximum of 5 pairs of shoes per seller. Items labeled incorrectly, deemed inappropriate or damaged will be returned to the seller.

All clothing must be hung on hangers and labeled with the provided tags. Accessories and school supplies, including shoes, socks, hair accessories, ties, and multipack supplies, must be labeled individually and placed in a plastic zip bag with the tag clearly marked.

All Items remaining after Seller Pickup at 1 PM may be donated without regards to labeling. All donations may go to the PiP board designated beneficiary.

DONATIONS & UNCLAIMED ITEMS

All unsold items that marked (on tag) for donation and items left unclaimed after the Seller Pickup will be used for students in need or donated to local charity.

PROXY

If a seller is unable to attend the drop off, sale or pickup, they may delegate someone else to attend on their behalf. However, the person standing in proxy must identify what Seller ID they're handling to the volunteer at Drop Off.

UNUSABLE ITEM NOTICE

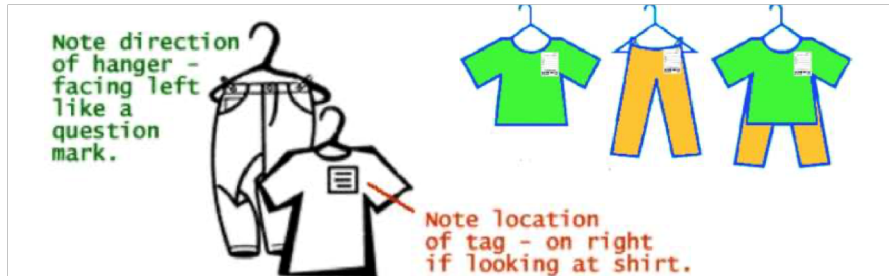
Volunteers of the consignment sale have the right to refuse to sell items, based on smell, stains, rips, missing buttons, broken zippers. Please ensure that the items you're selling don't need mending other than possible hemming.

PRICING GUIDE

- **Clothing:** Items should be priced as \$5 or more dollars in value. Items of lesser priced value should be bundled. For Example, if you would like to sell five shirts for \$1 each, please bundle them together so the total amount for the lot of shirts is \$5.
- **Accessories & School Supplies:** Items may be priced appropriately, but not more than the current retail price of the items.

LABELING

- **Seller ID:** Your Seller ID is made up of your first and last initial, the last 4 digits of your cellphone, and the year.



For example: Jane Smith (Cell #: 123-456-7890) Seller ID = JS-7890-23

- **Tags:** All items must have a tag. Please have your tags printed and pinned to your items prior to drop off. There will NOT be tags available for use at drop off.
- **Exterior Tag:** Printed (using attached template), filled out completely, including Seller ID, and safety pinned (with pin facing horizontally) in the upper right-hand corner of the item (see example above).
- **Sizing:** Be specific and don't use abbreviations when stating the size of the item. For example, use Youth Size 7 rather than Y7. For pants, label with waist and length sizes (e.g., 32 X 30).
- **Description:** Provide a complete and specific description of the item on the tag, including the Group (i.e., PYP, MYP, etc.) to which the item belongs. If the item belongs to a set, state how many pieces are included. **ITEMS TAGGED WITH VAGUE DESCRIPTIONS WILL NOT BE ALLOWED FOR SALE.**

Seller ID: _____
PRICE:
Group: PYP MYP DP SPIRIT OTHER
Size: _____
Item: _____
Description: _____
Check payable to: _____
Discount Y/N Donate: Y/N <input type="checkbox"/>

HANGERS

METAL hangers preferred. Please hang items with the hanger hook pointing left, making a question mark (?). Safety pin pants to the hanger by the waist or, if possible, use belt loops to support the item on the hanger. Please also secure items that could easily slip off the hanger with safety pins.

NON-CLOTHING ITEMS

All items need to be appropriately tagged, securely fastened together (e.g., zip tied) and placed in a plastic zip bag. Bag size should be appropriate for item for sale.

SORTING

All sale items must be sorted by size and type at Drop Off. NO Exceptions! Items will be checked at the door at the time of receiving. All non-clothing items should also be grouped together and in plastic zip bags.