

# YOUR GUIDE TO *Selling* with JBF Southern New Hampshire

**JUST BETWEEN  
FRIENDS**

## Let's do this together!

If you're a First-Time Seller, you'll find everything you need to know —right here in this Guide—to help you turn your outgrown kid items into CA\$H.



**Gather**



**Sort**



**Price**



**Prep**

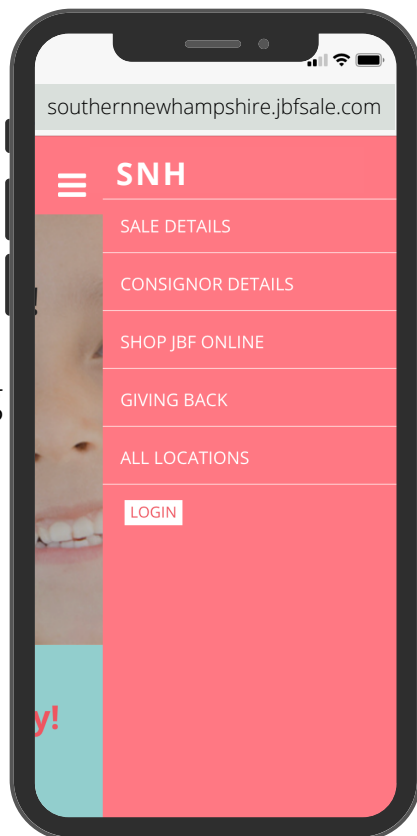


**Drop Off**

## First Things First: **REGISTER**

Save your spot by registering as a Consignor at the event(s) you prefer.

**NOTE:** Consignor Registration Opening Soon.



## **Seller Pay**

**Rates:** JBFSNH sellers earn 60% on sold items. Sellers who sign up to help at the sale earn 70%.

**Fees:** Each sale there is a \$15 fee per seller. For sellers who mark all of your tags to reduce and donate, you will receive a \$5 discount on your fee which is paid back in your consignor check after the sale.

*Any registrations after May 1st will incur a \$5 late registration fee.*

NOTE: If you are bringing more than 300 items please see the FAQ section at the end for additional details.

**Questions?** Join our Facebook Group for quick Q&A. [facebook.com/groups/jbfsnhconsignors](https://facebook.com/groups/jbfsnhconsignors)

# STEP #1

# Gather



## Kids Grow Fast!

Each child cycles through a wardrobe every 6 months. So, if you're feeling like you have lots of outgrown clothes in your home, you're not alone!

Plus, you can also sell items you likely have around your home. Here are some places to look for more to sell.

## Check all over your 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
- changing tables

### Feeding supplies

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

### Outdoor toys

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



## STEP #2

# Sort



## Keep | Toss | Sell

It's okay to **KEEP** the items that you just aren't ready to part with yet. **TOSS** the items that are too well-loved (stains, missing pieces, or are not working).

## SELL the items that meet these 4 C's:

### CLEAN

The newer it looks, the better it sells. Check carefully for stains and holes in clothing. Clean all clothing and non-clothing items thoroughly. Smell your clothing when you are tagging as well as we will also pull items that smell badly.

### CURRENT

We are currently hosting All Seasons Sales. You may bring in both Summer and Winter items. Just don't bring in any of your old baby clothes, shoppers love current styles that are in fashion.

### COMPLETE

Be sure all parts & pieces are present before you tag items. Shoppers want to open their items when they get home and find everything in working order.

### COMPLIANT

Important Safety Guidelines apply to car seats, cribs, infant equipment & toys. All of the Recalls & Safety Standards are listed at **[jbfsale.com](http://jbfsale.com)** for you to check each of your items before you sell.



**Safety Waivers Required** for all Cribs & Car Seats

[Download Crib Waiver HERE](#)

[Download Car Seat Waiver HERE](#)

# STEP #3 Price



## Shopper-Focused Pricing

Ask yourself, "What price would make me buy this item without hesitation...and brag about my bargain to my friends?"

Retail Price	JBF Clothing Price	Pricing Non-Clothing Items	
less than <b>\$10</b>	<b>\$1-2</b> <b>Value Brands:</b> Cherokee, Circo, Cat & Jack, Faded Glory, Garanimals	Toys Books Baby Gear Furniture Electronics Strollers + Joggers Sporting Goods	Price a little higher for: <ul style="list-style-type: none"> <li>• new with tags</li> <li>• hot selling</li> <li>• like-new</li> <li>• large toys</li> </ul>
less than <b>\$20</b>	<b>\$3-6</b> <b>Standard Brands:</b> Carter's, Old Navy, Children's Place, Nike	<b>60-80% off retail</b>	Price a little lower for: <ul style="list-style-type: none"> <li>• infant clothing</li> <li>• maternity</li> <li>• juniors</li> </ul>
more than <b>\$20</b>	<b>65-75% off retail</b> <b>Boutique Brands:</b> Crewcuts, Mud Pie, Matilda Jane	<b>Want to SELL Even MORE?</b> Choose to REDUCE, which allows your items to sell at 50% off during discount sale days	



## Bundle Items to Save Time

As you are thinking about prices, consider creating sets or bundles. Put together a set of same-size onesies or same brand pants. Bundle 6 pair of socks together, or several superhero figures. Shoppers love it, and you only have to create one JBF tag!



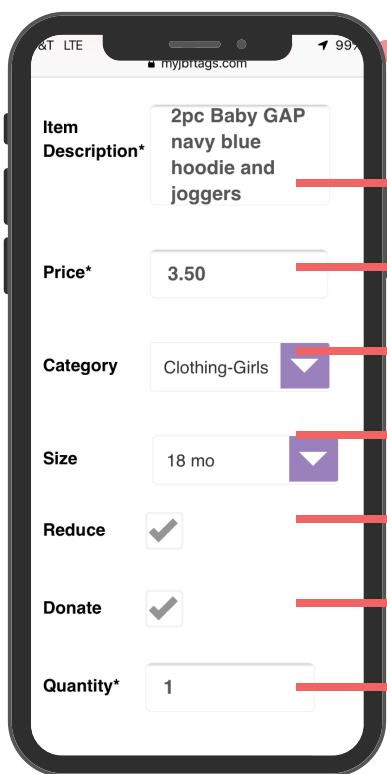
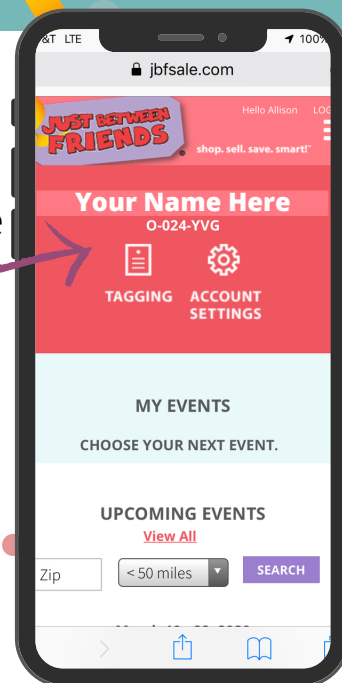
# STEP #3 Price



## Where to Create Your Tags

Now that your items are inspected and bundled, it's time to log in to your JBF Profile and enter your tag data.

1. [www.southernnewhampshire.jbfsale.com](http://www.southernnewhampshire.jbfsale.com)
2. login
3. click on TAGGING



## Creating Tags

Include brand, colors, number of pieces included

You choose the price

Choose the category that fits best (leave blank if you can't decide)

Indicate size for clothing and shoes

A check mark here will allow your item to sell at 50% off on Half Price Day

A check mark here will allow your item to be donated if unsold

This feature is if you have more than one of the exact same item and want to create several tags at once

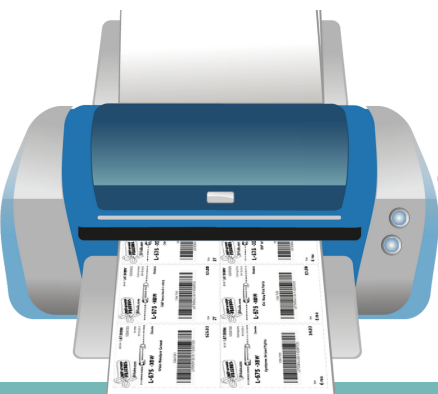
## TIP! Talk-to-Text

If you are entering tags on your mobile device, use talk-to-text to go even faster.



## Print Your Tags

Print tags with **BLACK** ink on 8.5"x11" **WHITE** cardstock. Tags print 9 per page.



# STEP #4 *Prep*



## Preparing Your Items & Attaching Tags

Now that your JBF tags are printed, cut them apart and sort them by gender, type and size to make this step go smoother.



## Gather these supplies to make your prep faster:

- hangers
- clear self-sealing bags (zip-loc)
- ribbon/string
- zip-ties
- clear tape & painter's tape
- clear (saran) wrap
- scissors
- safety pins or tagging gun
- hole-punch

## TOYS & GEAR

### Two Essentials:

- Tag is attached securely (won't fall off) &
- All pieces secured together (won't separate; tape bags closed)





# STEP #4 Prep



## CLOTHING

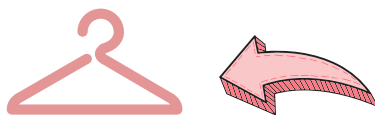
### Hanging & Tagging Clothing

Put clothing on a hanger. You can bundle socks, infant mittens & hats, as well as accessories in clear self-sealing bags or attach items together with a safety pin. Attach JBF tag with safety pin or tagging gun.

**Limit:** 10 maternity clothing items  
10 juniors clothing items

### Hanger Direction

Be sure the hanger hook opens to the left, like a question mark. Attach JBF tag to front of item.



### Creating Outfits

It's okay to bundle items into sets. Secure pieces to hanger using safety pins and then zip-tie hangers tightly together so outfit remains together as a set.

### Tagging Gun

If you use a tagging gun to attach JBF tags, only puncture the garment tag or an inside seam so that you do not damage the fabric. Tagging gun needles leave holes that do not close up after being washed. **We will pull items from the sales floor tagged through the fabric with a tagging gun.**



# STEP #4 *Prep*



## Accessories

Use clear bags to bundle sets of socks, hair accessories, infant mittens and hats. Display neatly so shopper can see well. Place JBF tag inside and tape bag closed. Individual accessory items can just be tagged, then you can hang them with our clips at drop off.



## Hats

Simply attach JBF tag to hats using a safety pin or tagging gun. No need to use a bag.



## Hanging Multiple Items on a Hanger

Multiple items—that are all the same size—can be hung on a single hanger. Use a safety pin to attach pants/skirts to hangers.

## STEP #5

# Drop Off

JUST BETWEEN  
FRIENDS



### You did it!

Now that your items are tagged, you'll want to pack items **organized by type and size** so that your Drop Off process is easy and fast.

## Seller Drop Off for JBF SNH

### BY APPOINTMENT ONLY

WED | MAY 11TH | 2:30PM-8PM

THURS | MAY 12TH | 8:30-9:30AM

HAMPSHIRE DOME, 34 EMERSON DR  
MILFORD, NH 03055

1

Plan for at least 60-minutes to drop off your items. Longer if you have 250+ items to drop off. Drive to the Hampshire Dome. Park...and **Check-In at your appointment time.**

2

As you enter, drop your shoes off at the shoe inspection tables and stop back by that area before you leave to claim any declined shoes.

3

Hang all clothing by gender/size on the racks behind the alphabet letter in each size that corresponds with the first letter of your Consignor number.

4

You will then place all of your non-clothing items where they belong on the sales floor. Be sure to assemble anything that isn't already assembled. Please have your large item claim tickets already printed with the JBF price tag attached to it, attached to your large items (anything too big for a blue IKEA bag)

Download Large Item Claim Tickets [\*\*HERE\*\*](#)

*That's It! You're Done!*

# During the Sale

**JUST BETWEEN  
FRIENDS**



Make time to  
**SHOP**

**MAKE SURE YOU GET THE BEST  
DEALS FOR YOUR FAMILY!**



## **Watch Your Consignor Check Grow**

You can view your sold items!  
Log in to your JBF Profile,  
click on TAGGING, then  
choose REPORTS.



## **Share Free Tickets**

Now is the time to tell  
everyone to shop! The more  
you share, the bigger your  
consignor check will grow.  
Be sure all the families in  
your life know about the  
resource of JBF this week!



## **Unsold Items Donated to Charity**

are distributed to  
help local families through  
our Charity Partner, Friends  
of Forgotten Children. You'll  
receive a donation receipt for  
tax purposes.

**Presale Shopping**  
**Thurs | May 12**

**Schedule to be released soon**

**Presale Shopping**  
**Fri | May 13**

**Schedule to be released soon**

**General Admission Public  
Shopping |**

*\*No kids under 12 except infants worn in  
front carrier*

**General Admission/Public  
Shopping**  
**Sat | May 14 |**

*All kids allowed*

**Half Price Presale**  
**Sat | May 14**

**Schedule to be released soon**

**Half Price Shopping**  
**Sun | May 15**

**75% Off Donates for Team Members**

**Seller Pick Up**  
**Sun | May 15**



# FAQ



## **How can I make more money on my items?**

You earn 60% on your sold items as a baseline. If you sign up to help for at least 4 credit hours during the sale you will earn 70%! Help for 8 actual hours and you will also have your consignor fee cut in half. If you help for 12 actual hours your consignor fee will be waived. We will email everyone once the Team Member Shifts are open for you to register.

## **As a consignor, do I get to shop early?**

YES! Consignors each get to shop on Thursday, May 12 and you get an additional ticket to bring your bestie to shop too! Consignors do not need to pay for presale tickets, we will give them to you at drop off! Team members get to shop even earlier on Thursday. All consignors also get to shop early with TWO friends at the Half Off Presale on Saturday, May 14th too! Additionally, if you are a Team Member helping at the sale, you can shop on Sunday during the 75% Off Donates sale where any items marked reduce AND donate will ring up at 75% off! Note: No children under 12 years old may shop prior to Saturday. The only exception is for infants worn in a front carrier.

## **Do I have to use cardstock for my tags?**

**Yes**, you must use white cardstock, of at least 67lbs. Regular printer paper is too thin and the tags rip off your item easily. If there is no tag we can't sell it!

## **How do I get paid?**

Within two weeks of the sale ending we will send your check via email. This e check will come from Deluxe Checks as a secured link. All the instructions you need will be included for you to easily see how to print and deposit it like any other check.

## **Are the inspectors really strict?**

Yes, we have very high standards at JBFSNH and train our consignor's who help during inspection to ensure items are up to our standards. When you are inspecting your items at home, we recommend using lots of natural light or bright lamps as the lights we have in the venue to inspect with are bright and unforgiving. Ensure there are zero stains, no rips, all the buttons are attached, there isn't excessive pilling of the fabric, everything smells good and that you didn't tag through the fabric with a tagging gun. Shoes must be in excellent to new condition, (magic erasers work wonders on dirty rubber), no scuffed toes, no dirty soles, make them shine!

# FAQ cont.



## **Can I sell baby gear?**

Baby gear is one of the hottest sellers you can bring in! Make sure everything is **clean**, wipe down the plastic and clean the fabric and straps. Check strollers for mildew under the cover and rust on the wheels, ensure the seats are clean and free of stains. Pack and plays must be clean and not have any holes in the mesh. Ensure any baby gear has not been recalled by searching for the item on the CPSC.gov website. We pull any recalled items from the sales floor. Car seats must be clean and have a printed manual and completed car seat waiver signed by you left with it at drop off. Any infant seat bases and booster seats must also have a waiver completed for each one. Waivers can be found linked above, on our website and in your consignor emails.

## **How does marking my items to reduce and donate make my check bigger?**

Studies conducted at several JBF Sales across the country proved that Consignor sell through rates were greatly increased when consignors tagged their items to reduce and donate. The reasoning behind it is if you tag it to reduce and donate, you price it to sell and do not use emotion when pricing. Many shoppers won't even look at items that are full price on half price day, and they are more likely to actually purchase them while still full price. Additionally, if you tag ALL of your items to reduce AND donate we will reimburse \$5 of your consignor fee back to you in your check!

## **What is a Power Seller and a Mega Consignor?**

1. If you are a Power Seller dropping off more than 300 items, and you wish to pick up your unsold items, we ask you to sign up for the Sunday Power Seller sorting and breakdown shift. \*If you are donating all your unsold items this is not a requirement.

2. If you are a MEGA Consignor with 800 items or more, a consignor registration fee for every 800 items, or any part of 800 items in your inventory will be deducted from your consignor check. (1-800 items = 1 consignor fee, 801-1600 items= 2 consignor fees, etc..) Please contact us directly by emailing [carinaesamsel@jbfsale.com](mailto:carinaesamsel@jbfsale.com) to notify us of your mega consignor status. You must also have MINIMUM of 1 person per 800 items or any part of 800 items at the required Power Seller Sorting/Breakdown Shift. (1-800 items = 1 person, 801-1600 items= 2 people etc)



# WHAT TO SELL CLOTHING

# ALL YEAR

**Item Limits:** Please bring your best 10 Juniors and 10 best maternity hanging clothing items. NO Mommy Mart items will be accepted.

Short-sleeved items:  
onesies, shirts, dresses



Shorts, skirts, capris  
summer dresses  
jeans



Lightweight summer  
pajamas and sleepwear



Sandals, rain boots  
shoes, Crocs, flip flops  
water/swim shoes



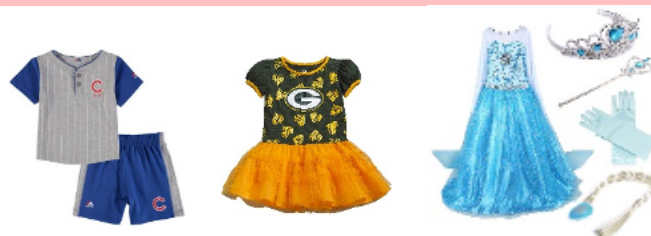
Sweatshirts  
lightweight jackets  
summer accessories



Swimsuits and  
accessories



Fan gear—any length  
dress-up/play outfits



## NO THANK YOU ITEMS

There are some items  
we know we cannot  
sell right now.

X Mommy Mart Items

X More than 5  
identical clothing  
items (exact same  
item/size/gender)

X Women's clothing  
that is not a juniors  
size or brand.

X Clothing that is  
torn, stained, over-  
worn, smells badly (ie  
smoke, mildew),  
outdated, pilled or  
tagged through the  
fabric with a tagging  
gun.



# WHAT TO SELL CLOTHING

# ALL YEAR

Please bring your best 10 Juniors and 10 best maternity hanging clothing items. NO Mommy Mart items will be accepted going forward.

Long-sleeved items:  
onesies, shirts, dresses



Leggings  
long pants  
jeans



Fleece pajamas  
winter pajamas  
winter sleepers



Shoes, snow boots  
rain boots  
Crocs



Fall & winter jackets  
winter accessories



Swimsuits for indoor  
fall swim class



## NO THANK YOU ITEMS

There are some items we know we cannot sell right now.

X Mommy Mart Items

X More than 5 identical clothing items (exact same item/size/gender)

X Women's clothing that is not a juniors size or brand.

X Clothing that is torn, stained, over-worn, smells badly (ie smoke, mildew), outdated, pilled or tagged through the fabric with a tagging gun.





# WHAT TO SELL OTHER ITEMS

# ALL YEAR

**Safety First:** All items must meet safety standards. Please check for recalls and be sure all safety straps are included.

Plates, cups, utensils



nipples, pacifiers  
bottles, cloth &  
disposable diapers



Character or  
animated stuffed  
animals/plush (Beanie  
Boo and BaB ok)



Soft infant toys WITH  
sound/rattle



Cribs, toddler-twin beds  
bed rails, co-sleepers  
bassinets



BOOKS: Soft, board  
picture, chapter  
educational, tween



DVDs/Bu-ray Rated  
G, PG, PG-13 only,  
video games



## NO THANK YOU ITEMS

There are some  
items we know we  
cannot sell, no  
matter what the  
season due to safety  
concerns.

X food  
X medicine  
X mommy mart items  
X hand made items to  
include knitted  
hats/clothing

X basic stuffed animals  
X basic soft baby toys  
X more than 10 plush

X drop-side cribs  
X crib bumpers  
X baby wedges  
X full+ size beds

X adult books  
X cookbooks  
X self-help books

X R-rated DVDs  
X adult content DVDs  
X VHS tapes or CDs  
X M Rated Video Games  
X Burned/copied DVDs



**Safety First:** All items must be clean and meet safety standards. Please check for recalls and be sure all safety straps are included.

