

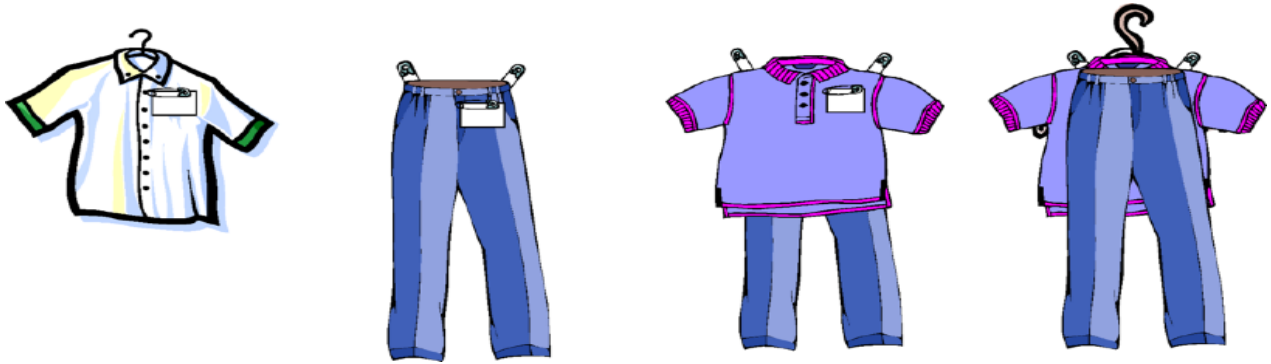
Preparing Sold Items for Drop-Off

HANGING YOUR CLOTHING ITEM

1. Clothing must be hung on **wire hangers** facing **LEFT**. Your hanger should look like a **?**.

Your clothing items should look like this:

2. Pants/skirts should be pinned to the upper part of the hanger with safety pins.



TAGGING YOUR CLOTHING ITEM

1. Using the safety pins, pin the tag horizontally.
2. Tags should be pinned at **upper right** of garment as it faces you. Your tagged garment should look like this:



3. Other non-clothing items may have tags affixed with tape.
4. Accessories and loose items must be in **Ziplock bags** with tags placed inside.
5. Shoes are secured together with **string**, **zip ties** or placed in **Ziplock bags**.
6. Game boxes, puzzles, etc. should be secured with **tape** or **rubber bands**.

HOW DO I TAG NON-CLOTHING ITEMS?

MATERIALS YOU WILL NEED FOR NON-CLOTHING:

- **Standard size wire hangers** (no child-sized hangers or plastic hangers)

For other items:

- **Ziplock bags**
- **Rubber bands**
- **Zip ties**
- **Packing tape**
- **Scotch tape**
- **Hole punch**

TOYS/GAMES/EQUIPMENT/TOYS WITH SMALL PARTS

- All toys must be clean and in working condition.
- Magic erasers work well on plastic surfaces, toothbrushes for small, hard-to-reach areas & disinfectant wipes for the rest!
- Toys must have working batteries.
- Place small parts in clear plastic bags and securely attach them to the item with a zip tie or packing tape, so that they don't get separated during the sale.



BABY SHOES/SOCKS/STOCKINGS/HATS/BABY BOTTLE & PARTS/PACKS OF ONESIES – BAG & TAG

Place entire toy in large zip style bag.

- Securely closet the top with packing tape folded over the zip top.
- Wrap a bigger toy & bag of parts with several layers of heavy duty plastic wrap. Use packing tape to secure.
- Be sure to fold packing tape over the zip top.
- Use packing tape to tape price tag to the front of the bag.

- Include a label with your seller # on both the big toy as well as the bag of parts.



Puzzles/Games/Books

To prevent damage to original packaging, attach the tag with scotch tape to a location on the box/ book to ensure the least damage when the tag is removed. Use packing tape to attach tags to items in clear plastic bags. Large wooden puzzles too big for plastic bags can be held together with plastic wrap.



Books



← affix tag on upper right corner of book/item with scotch tape.

SHOES –

- Only select shoes that are like new, with little wear and tear.
- Tie together with a zip tie or string.
- Attach the tag by putting a piece of packing tape over the top left corner and punching a hole through it. This will allow you to slip it on to the zip tie when you are tying the shoes together.
- Zip -tie shoes & tag together through a hole. Do not zip-tie through shoe strings or buckles that can be undone.



If there are no holes to loop through – face shoes sole to sole and secure with XL zip-tie or curling ribbon.