

# YOUR GUIDE TO *Selling* with JBF in Monroe



## 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**



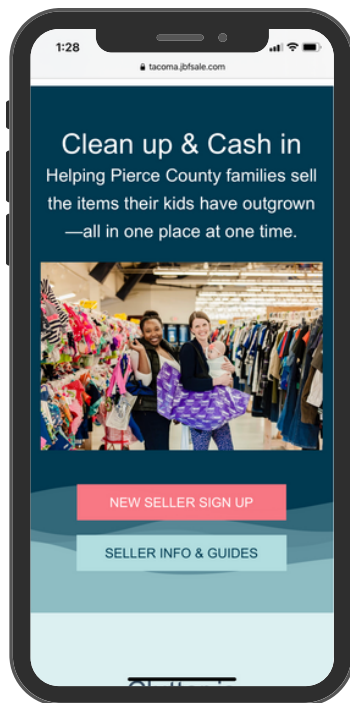
**Prep**



**Drop Off**

## First Things First: **REGISTER**

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



## Seller Pay

**Rates:** JBF Sellers at the Monroe sale earn 60% on sold items. Sellers who choose SmartPay for their payment option (in-store credit to use at future Monroe JBF sales) earn 70%.

**Fees:** *Each sale, there is a \$15 fee per Seller. Your \$15 fee will be deducted from your total sales.* For Sellers who mark ALL of your tags to DONATE (if unsold) you will shop an hour earlier on presale day!

**Method:** Sellers receive an eCheck via email within 15 days after each sale. eChecks are printed at home and deposited like a regular check. In rare cases, Sellers may choose to request a paper check via U.S. mail.

# 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
- rockers + bouncers
- 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.

### CURRENT

Sell warm weather clothing and shoes at our Spring/Summer sale. Sell cold weather items at our Fall/Winter sale. 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** for you to check each of your items before you sell.



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

Scroll down for waiver forms

# 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?"

## The Power of \$.50

When I started selling my daughter's items at JBF, my Grandma said "Always add 50 cents to your price." And she was right. When I sold 100 items, I made \$50 just from that extra \$.50. Take my Grandma's advice and see for yourself!

Retail Price	JBF Clothing Price	Pricing Non-Clothing Items	
less than <b>\$10</b>	<b>\$1-2</b> <b>Value Brands:</b> Cherokee, Circo, 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>• play clothes</li> <li>• good condition</li> <li>• maternity</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 an outfit together, or a set of same-size onesies. Bundle 6 pair of socks together, or several superhero figures. Shoppers love it, and you only have to create one JBF tag!



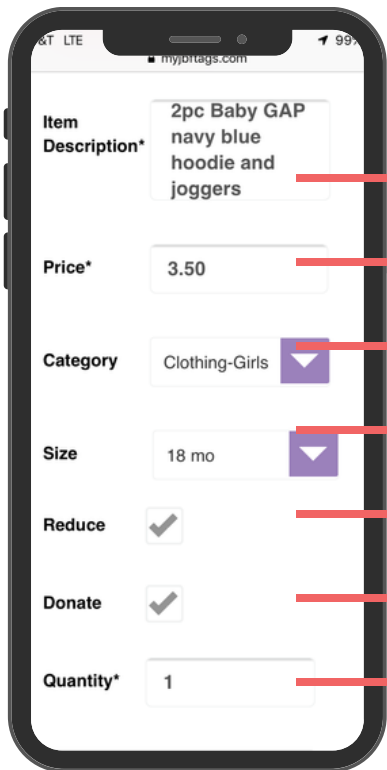
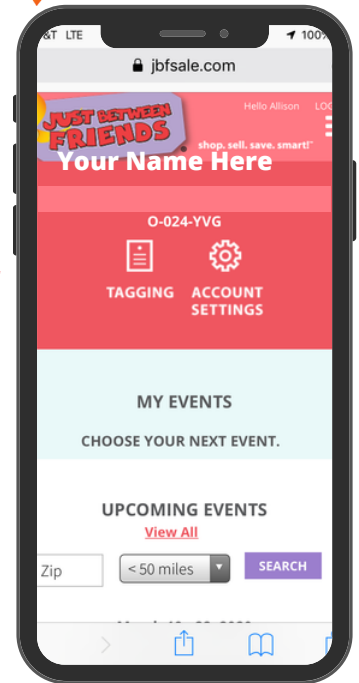
# STEP #3 Price



## 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. [yourcity.jbfsale.com](http://yourcity.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

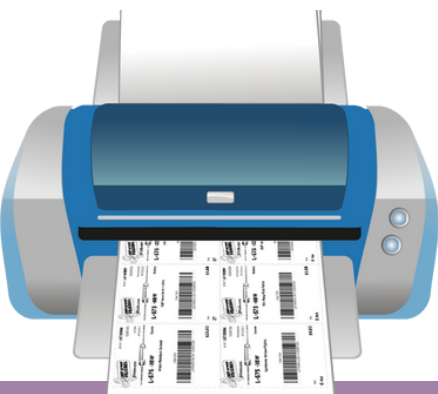
## TIP! Talk-to-Text

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



## Print Your Tags

Print tags on 8.5"x11" white cardstock. Tags print 9 per page.



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

# 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)



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

# STEP #4 Prep



## CLOTHING

### Hanging & Tagging Clothing

Put most clothing on a hanger. Bundle onesies, socks, infant mittens & hats, as well as accessories in clear self-sealing bags. Attach JBF tag with safety pin or tagging gun to the garment's tag or an inside seam. *Do not puncture fabric with pins or a tagging gun.*



### 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 - if they are the same size.

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.



# STEP #4 *Prep*



## **Bundling in Bags**

Multiple onesies—that are all the same size—can be folded neatly and placed in a bag. Use a tagging gun fastener or a safety pin to connect all onesies together. Attach tag directly to the set (not to the bag). Do not tape bag closed, so shopper can inspect items closely.



## **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.



## **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 or tagging gun fastener (through a sturdy waistline) 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 in Monroe

Wednesday, May 1st

All Sellers Welcome | 12pm to 7pm

Plan for 60 minutes to drop off your items. Longer if you have 350+ items to drop off. Drive onto the fairgrounds from the west parking lot. Follow posted signs to park near the Display Hall.

1

Your first stop will be Clothing Inspection. Leave your clothing items here while you place all of your non-clothing items where they belong on the sales floor. Then, return to Clothing Inspection to pick up your items. You'll hang all clothing in gender/size areas on the racks.

*Clothing racks will be organized by SIZE and then TYPE to create a pleasant shopping experience for yourself and others: PJs, Onesies, Tops, Bottoms, Outfits, Dresses & Hoodies/Sweaters/Layers/Coats*

2

All items that a child sits in, is carried in, or sleeps in will be inspected at our Safety & Recalls Station. All shoes will be inspected while you wait.

Items that cannot be sold will be returned to you immediately.

# During the Sale



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!



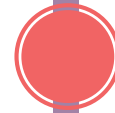
## **Unsold Items Donated to Charity**

Items are distributed to help  
local families through our  
Charity Partners. You'll  
receive a donation receipt for  
tax purposes.



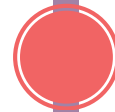
## **Presale Shopping**

Thursday | May 2  
*Donate ALL Seller Shopping 8am*  
Seller Shopping 9am



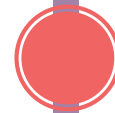
## **Early Entrance Shopping**

Thursday | May 2  
*First Time Parents &  
Foster/Adopt 10am*  
*Military Families 11am*



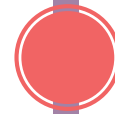
## **Public Shopping**

Thurs | May 2 | 12pm-8pm  
Fri | May 3 | 9am-8pm  
Sat | May 4 | 9am-3pm



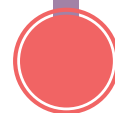
## **Half Price Presale**

Saturday | May 4  
3pm-6pm for each Seller *plus 1  
Guest.*



## **Public Half Price Day**

Sunday | May 5 | 9am-2pm



## **Seller Pick Up**

*If items are not donated*  
Sunday | May 5 | 7pm-8pm



# Tips & Tricks



**Tagging Gun Do's & Don'ts**  
DO puncture inside seam or garment's tag  
DON'T make a hole in the fabric



**Hanging Pants on Regular Hanger**

Skirts & Shorts Too!

**A How-To Guide**



## Safety Pin Do's

DO puncture inside seam or garment's tag

DO puncture heavy waistbands to attach pants, shorts, skirts to regular hangers



## Safety Pin Don'ts

DON'T make a hole in the fabric





# What to Bring

## SEASONAL ITEMS

### SPRING SALE

Spring/Summer clothes, light jackets, shorts, skirts, dresses, t-shirts, tank tops, swimsuits, PJs, lightweight pants & jeans, sun hats  
Fleece PJs okay (just no fall/winter themes)  
Sizes Premie thru youth size 18

Spring/Summer clothing & accessories only.

4th of July  
Kids dress-up & make-believe

Sandals, flip-flops, croc-style, dress shoes, sneakers, crib shoes, tennis shoes, water shoes, cleats, dance, rain boots

Summer & 4th of July decorations  
Household items incl. decor & kitchenware

### CLOTHES

**Limit** No overall limit on clothing, please bring great quality/condition

### MATERNITY

### HOLIDAY & DRESS-UP

### SHOES

**Limit** clean shoes with light wear only

### MOMMY MART

### FALL SALE

Fall/Winter clothing, winter/snow gear, Pj's, jackets, long sleeves, short sleeve t-shirts, sweaters, cardigans, pants, jeans, tights, winter hats gloves, scarves. Swimsuits okay  
Sizes Premie thru youth size 18

Fall/Winter clothing & accessories only.

Halloween costumes  
Christmas and Valentines  
Kids dress-up & make-believe

Snow boots, slippers, dress shoes, sneakers, crib shoes, cleats, dance, rain boots (no sandals please, crocs okay)

Christmas & Halloween decorations  
Household items incl. decor & kitchenware

## NON-SEASONAL ITEMS

### TOYS & GAMES

**No** recalled items

Good condition/working. Batteries included. All pieces/parts required. Very clean.  
Indoor toys, push & ride-on toys, outdoor toys.

### BOOKS

Children's and youth books, homeschooling materials and parenting books.

### MOVIES & VIDEO GAMES

DVDs and BlueRay ONLY

Children's and youth movies/games rated G, PG, PG-13 (**No** R or M ratings)

Must be in good condition, no scratches **No** VHS please

### BABY GEAR

**No** recalled items

**No** breastpumps (accessories ok)

**Waivers Req'd** cribs & car seats

Diaper bags, Infant Carriers & Wraps, Strollers, Cribs, Bassinets, Pack-n-Plays, Bouncy Seats, Baby Gates, Baby Proofing, Car Seats, Playmats, Walkers, Monitors, Bath tubs/items, Diaper Pails, Diapers, Nursing items, Feeding items, etc.

### BEDDING & ROOM DECOR

**No** crib bumpers of any kind

Crib, Toddler, Twin sized items ONLY

Receiving blankets, sheets, changing pads

Kids room decor: rugs, wall hangings, decorative pillows, organizational items, etc.

## NO THANK YOU ITEMS

### CLOTHES:

**No** stained, dirty, holes, smell, smoke, pet hair

### SHOES:

**No** dirty, scuffs, holes, smell, smoke, pet hair

### GEAR & TOYS:

**No** recalled, broken, essential missing parts, without batteries, dirty

### GAMES:

**No** missing pieces, no batteries, not working

### OTHER:

**No** items designed for adults



Recalls....pages 2-4

Car Seats....page 5

Cribs....page 5

Infant Sleep Products....page 5

Tip-Over Info...page 5

Drawstrings...page 5

Car Seat WAIVER...page 6

Crib WAIVER...page 7

Just Between Friends is dedicated to keeping families safe. That's why we want you to have up-to-date information on safety and recalls for items you're still using and for items you want to sell at JBF.

As a Seller, it is your responsibility to check all of your items for recalls. If an item is recalled, it cannot be sold at JBF. If you've installed the recall repair, it is safe to use and sell at JBF.

We also have very high standards when it comes to selling **Car Seats** and **Cribs** and **Infant Sleep Products** (scroll down to read more). Plus, you'll find furniture tip-over prevention and drawstring safety information in the pages to follow.



## TOP 10 SAFETY ALERTS

See the following pages for details.



# SAFETY Matters

## TOP 10 SAFETY ALERTS



1



### Bumbo Seats

Must have safety straps installed.  
Order a free kit at  
[www.recall.BumboUSA.com](http://www.recall.BumboUSA.com)  
or call (866) 898-4999



### All Incline Sleepers

are no longer considered safe for babies to sleep in.  
Therefore, you may only sell items at JBF in which  
babies lie FLAT to sleep.

3



### All Crib Bumpers

are no longer considered safe and cannot be sold  
at JBF.



### Infantino Infant Carriers

Go Forward 4-in-1 Evolved Ergonomic,  
Flip Front2back, and Up Close Newborn infant carriers  
were recalled in February 2020 due to buckles which  
can break, posing a fall hazard.

Immediately stop using and visit [www.infantino.com](http://www.infantino.com)  
for replacement options.





5

**B.O.B. Strollers**

BOB jogging strollers manufactured between January 2009 and September 2015 were recalled for front wheel attachment issues. The replacement thru-bolts are also faulty (model number is S11393700). The bolt can fracture during use, allowing the front wheel of the stroller to detach, posing a risk to the child in the stroller and the adult pushing the stroller. There is no current remedy offered by the manufacturer that makes this item safe to sell at JBF.

**Maclaren Strollers**

All Maclaren single and double umbrella strollers sold between 1999-2009 were recalled for potential finger amputation from hinge mechanism. Consumers should immediately stop using these recalled strollers and contact Maclaren USA to receive a free repair kit. Strollers with repair kit installed are safe to use and to sell at Just Between Friends.

7



Preferred



Pottery Barn Kids

**Boppy Lounger**

Infants can suffocate if they roll, move, or are placed on the lounger in a position that obstructs breathing, or roll off the lounger onto an external surface, such as an adult pillow or soft bedding that obstructs breathing.

Consumers should immediately stop using the recalled loungers and contact The Boppy Company for a refund. [boppy.com/pages/loungerrecall](http://boppy.com/pages/loungerrecall)



8

**4moms MomaRoo and RockaRoo**

When the swing or rocker is not in use, their restraint straps can dangle below the seat and non-occupant crawling infants can become entangled in the straps, posing a strangulation hazard.

Go to [4momsrecall.expertinquiry.com](http://4momsrecall.expertinquiry.com) to register for a free strap fastener. Once installed, it is safe to use and to sell at JBF.

9

**Summer Infant Baby Bather**

When the bather is lifted and/or carried with an infant in it, its folding wire frame can suddenly disengage from the side hinge.

Bathers with FIVE rivets are recalled. All others are safe to use and to sell at JBF.

10

**Chicco Polly High Chairs**

This recall involves a range of Chicco Polly highchairs with pegs on the back legs intended for tray storage manufactured prior to October 13, 2010 and sold from 2005 through July 2012.

Contact Chicco to request a free peg cover kit. Once this fix is installed, it is safe to use and to sell at JBF.





See  
Waivers  
on  
Next Pages



### CAR SEATS: WAIVER REQUIRED

All Car Seats must be checked for recalls before selling at JBF.

A completed **Car Seat Waiver is required** for all car seats, booster seats, and bases.

### CRIBS: WAIVER REQUIRED

All Cribs made before June 28, 2011 are no longer considered safe for infants.

For cribs manufactured on or after this date: a completed **Crib Waiver is Required**.



## INFANT SLEEP PRODUCTS



**JBF accepts cribs, bassinets, cradles, bedside sleepers, and play yards** that meet current Safety Standards set by the Consumer Product Safety Commission and JBF quality/condition standards.

For all other items marketed or intended to provide a sleeping accommodation for an infant up to 5 months of age, the product must have a stand, meet stability requirements, and have a side height of at least 7.5 inches.

**All other infant sleep products are not accepted for resale at JBF.**

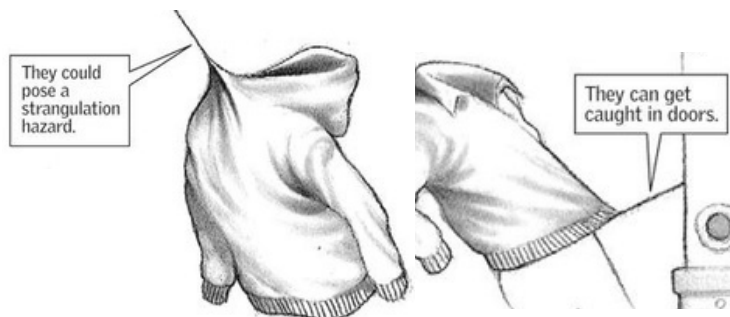
## HELP STOP TIP OVERS



**All furniture over 27-inches** will be sold with safety straps to anchor furniture to the wall safely.

We will provide safety straps for your items when you drop it off at the JBF sale.

## DRAWSTRING SAFETY



**Upper Outerwear WAIST Drawstrings** should be 3-inches or shorter and sewn to garment at mid-point so string cannot be pulled to one side.

**Upper Outerwear NECK Drawstrings** should be removed completely.

# JBF Consignor Car Seat Waiver (Please use One per Car Seat)

Car Seat Brand & Model: \_\_\_\_\_ Model# or Serial # \_\_\_\_\_  
 \_\_\_\_\_ Date on Car Seat: \_\_\_\_\_ OR Expiration Date: \_\_\_\_\_

Thank you for your commitment to safety!		Circle answer and follow instructions.
1. Are you the original owner of the seat?	Yes – Continue No – <b>Destroy Car Seat</b>	
2. Does the seat have a label with the date of manufacture and the model name/number?	Yes – Continue No – <b>Destroy Car Seat</b>	
3. Is the car seat expiration date one year or more from now?	Yes – Continue No – <b>Destroy Car Seat</b>	
4. Has the seat been recalled for a safety defect?	Yes – Continue to #4b No – Continue to #5	
4b. Has the defect been remedied?	Yes – Continue to #5 No – <b>Destroy Car Seat</b> or Remedy then Continue	
5. Has the seat been involved in any vehicle crash (even a minor one)?	Yes – <b>Destroy Car Seat</b> No – Continue	
6. Are there any cracks, bends, or breaks in the plastic shell?	Yes – <b>Destroy Car Seat</b> No – Continue	
7. Is the metal frame rusted, bent or broken?	Yes – <b>Destroy Car Seat</b> No – Continue	
8. Do you have a copy of the manufacturer's instructions?	Yes – Include printed instructions with item, then QR Code to access instructions, then Continue No – Include website URL or instructions with item, then QR Code to access instructions, then Continue	
9. Does the seat have all of its parts including harness straps, harness clip, seat cover, tether, padding, shield and bolts?	Yes – Continue No – <b>Destroy Car Seat</b> or Obtain replacements, then Continue	
10. Are the harness straps worn or frayed and/or have the straps ever been washed in a washing machine?	Yes – <b>Destroy Car Seat</b> or Obtain replacements, then Continue	
11. Have the car seat and/or straps been cleaned only per the manufacturer's instructions?	Yes – Continue No – <b>Destroy Car Seat</b> or Contact Manufacturer to verify integrity has not been compromised, then Continue	
12. Does the buckle or any other metal part show signs of rust?	Yes – <b>Destroy Car Seat</b> or Obtain replacements, then Continue	
13. Is the car seat clean with no visible stains, holes, or tears?	Yes – Continue No – Clean and repair or <b>Destroy Car Seat</b>	
14. When buckled, does the mechanism lock securely and remain locked when in use?	Yes – Complete bottom portion to consign car seat No – <b>Destroy Car Seat</b> or Obtain replacements then complete bottom portion to consign car seat	

## In order to sell a car seat please read, verify and sign the following:

I am the original owner of the car seat that I am selling through Just Between Friends Children's Consignment Sales Event and verify that it has never been in an automobile accident, has not been broken in anyway, has all of its parts, contains the identification label and is 1 year or more from expiration. I verify that the car seat has not been recalled to the best of my knowledge and if so, has been corrected to meet Motor Vehicle Safety standards. I verify that the car seat has all its harness straps, harness clip, seat cover, padding, shield and bolts and that the locking mechanism locks securely.

Signature \_\_\_\_\_

Consignor Number Date \_\_\_\_\_

# Consignor Crib Checklist - One for each crib consigned

1	Was the crib manufactured on or after June 28, 2011?	<input checked="" type="checkbox"/> Yes – continue to 4	<input type="checkbox"/> No – continue
2	Was the crib manufactured between July 23, 2010 and June 28, 2011?	<input type="checkbox"/> Yes – continue to 2b	<input type="checkbox"/> No – continue to 3
2b	Do you have a certificate of compliance from the crib manufacturer or original crib retailer?	<input type="checkbox"/> Yes – attach a copy to this form and continue to 4	<input type="checkbox"/> No – obtain a certificate of compliance or DESTROY
3	Was the crib manufactured before July 23, 2010?	<input type="checkbox"/> Yes – DESTROY	<input type="checkbox"/> No – answer questions 1-2b and continue
4	Is the date of manufacture on the crib?	<input type="checkbox"/> Yes – continue	<input type="checkbox"/> No – DESTROY
5	Has the crib been recalled?	<input type="checkbox"/> Yes – continue to 5b	<input type="checkbox"/> No – continue to 6
5b	Has the crib had the manufacturer approved recall fix?	<input type="checkbox"/> Yes - continue	<input type="checkbox"/> No – acquire the fix or DESTROY
6	Do you have a copy of the manufacturer's instructions?	<input type="checkbox"/> Yes – continue	<input type="checkbox"/> No – obtain instructions
7	Does the crib have all of its original parts?	<input type="checkbox"/> Yes – continue	<input type="checkbox"/> No – obtain all parts or DESTROY
8	Do you know the history of the crib?	<input type="checkbox"/> Yes – USE CRIB!!	<input type="checkbox"/> No – DESTROY

Consignor Name \_\_\_\_\_ Cons.

# \_\_\_\_\_ Date on Crib \_\_\_\_\_

Model# Serial#

In order to sell a crib, please read and sign the following:

\_\_\_\_ I am the owner of the crib that I am selling through Just Between Friends Children's Consignment Sales Event and verify that the crib was not manufactured prior to July 23, 2010. I have attached an original copy of the manufacturer or retailer's certificate of compliance if the crib was manufactured between July 23, 2010 and June 28, 2011. I verify that the original manufacture date is on the crib.

Signature \_\_\_\_\_

Date \_\_\_\_\_