



2024 Spring/Summer Consigning Guide

Welcome! Thank you for choosing to become a part of our event. We hope that this is a positive experience for you and we will do everything we can to ensure that it is. This guide should answer many of your questions. Most of this information can also be found on our website, www.poshbabyevents.com. If you think of anything that is not addressed here, please contact us at info@poshbabyevents.com or 757-818-4099. We are always happy to help!

Thanks again, and we'll see you at the sale!

SPRING/SUMMER **EVENT**

****We will provide hangers to you. If choose not to use our hangers, please know that you will not get hangers from your sold items back. You **MUST** use metal hangers. Plastic hangers will not work with our racks!****

You will receive instructions on how to request and pick up your hanger order. Please request only what you think you will need and please be timely in picking them up. Please do not wait until the week before the sale and then be surprised if we don't have enough left for you before drop off. We will give you Large Item Claim tickets for all your large items that are too big for shoppers to comfortably carry as well as buyer purchase waivers for anything that could possibly be recalled with your hanger order. Having these forms completed prior to your drop off will speed things up tremendously.

This event will feature **SPRING/SUMMER** clothing only!

Consignor fees and pay outs-There is a \$15 NON-REFUNDABLE CONSIGNOR REGISTRATION FEE. This helps to cover a portion of the venue rental. Consignors hire Posh Baby to sell their desired merchandise and pay Posh Baby 40% of their sales for this service. Consignors keep 60% of their sales.

Location: Calvary Assembly of God, 4925 Providence Rd., Virginia Beach, VA 23464

Consignor registration deadline: Saturday, March 2nd, 2024

Transfers of inventory: We will no longer have the capability to transfer inventories between Posh and Consign757. You can certainly still consign with whichever sale you like, you will just have to retag. I

apologize for the inconvenience but the transfers cause me more trouble than you know.

Last day to enter inventory: Saturday, March 2nd **system closes at 11:59 pm!!**

Consignor drop offs: Monday, March 4th
Tuesday March 5th

Employee and Consignor presale: Wednesday, March 6th (Employees will start shopping at 4 pm)

Employee and Consignor DISCOUNT presale-Saturday, March 9th at 6:30pm

Public Shopping dates: Friday, March 8th 10 am-7 pm
Saturday, March 9th, 10am-6 pm
Sunday, March 10th, 1 pm-5 pm

Item pick up for consignors: Sunday, March 10th from 7-9:00 pm.

Anything not picked up by 9:00 pm on Sunday will be donated to the charity of our choice. The charity is coming on Sunday night to pick them up. This is a change from our previous pick up procedure. Please come prepared with totes or baskets for your Unsold items. I can print an Unsold item report for you at the sale venue. You will be going around the gym and gathering your hanging clothes and all of your other merchandise. Give yourself enough time to find your items and take off security tags and hangers and pins. Pins get CLOSED and put in zip-loc bags. Juvenile wire hangers are bundled in 25 counts with rubber bands and placed in their labeled tubs. Black shirt hangers stay together and black clip hangers stay together in their respective tubs. Please let us know if a tub is full and we will get a new one. Do not overflow them so that the lids won't close.

When you have gathered all of your things, please check the lost and found for items that we could not match to their owner. Please also check the rack of clothing we pulled from the floor that did not meet our quality standards. Remember that Posh Baby is not responsible for lost or missing items and we do not reimburse for them. If you believe you are missing an item that you just have to have back, you will complete a quite lengthy and cumbersome form for each item. Searching for you item(s) will also delay your payment.

Once you have checked lost and found, you will check out with an employee and sign for picking up your items.

Consignors earn 60% of their sales and pay the event 40% for our services. Payments are made electronically through PayPal and are sent 2 weeks after the sale ends. Completing the "missing item" form will delay your payment as we try to locate your missing item.

ABOUT POSH BABY! (you can totally skip this part)

Posh Baby is a semi-annual children's consignment sale held in Virginia Beach, VA. Our

purpose is to provide a means for Hampton Roads families to sell the clothing, gear, and toys their children no longer need and provide high quality, low cost goods to Hampton Roads shoppers-all at one convenient date and location.

We also serve our community by donating unsold goods to local deserving charities. In the past, we have worked with ForKids, which provides assistance to homeless families in our area, CHKD, the DAV, Hope House, and Operation Blessing.

Posh Baby has been in business since 2008. We were the first consignment sale in Hampton Roads to utilize an online inventory system. We utilize a bar-coded tagging system which allows for speed and accuracy at shopper check-out. Consignors set their own prices for their goods, and earn 60% of their selling price point.

WHAT CAN YOU CONSIGN?

****All hanging clothing** should have a **minimum price of \$3.00**. If it isn't worth \$3, please bundle it into an outfit that makes sense or make a bundle of like items (3 long sleeved onesies of the same size, for example.)

New, and GENTLY USED children's clothing sized preemie through children's size 16/XL

-We hang all clothing. No single onesies allowed-please make a bundle of 3 of the same size and similar quality onesies. Exception is Holiday onesies. No long sleeves this sale with the exceptions of hoodies, rain coats/windbreakers. No souvenir t-shirts.

New and gently used, current style Maternity clothing (NO NURSING BRAS UNLESS THEY ARE NEW)

****there is a 10 piece Maternity item limit per consignor. This is 10 total, not per size, so bring us your best!**

New and LIKE NEW children's shoes (seriously, they have got to be in fantastic shape!) We have tips and tricks available to show you to present your shoes in the best manner possible.

Children's décor-NO CRIB BEDDING SETS PLEASE, and nothing that is not very clearly for a child's room or nursery. We are taking limited inventory in this category.

Children's accessories-like hats, socks, etc. No undies, please, UNLESS NEW IN PACKAGE. Socks and tights should be bagged but not sealed with tape. Please leave hats loose. I am not sure how we will display them yet this sale.

Children's toys and games: No stuffed animals, please. Squishmallows specifically are allowed. **Games must include ALL pieces**. ALL PIECES. EVERY SINGLE ONE. Unless a puzzle in new in box, puzzles should be put together to show they are complete and wrapped in cling wrap to hold it together. No "grab bags" of toys (baggies of random army men mixed with a Matchbox car and a whistle,) no kid's meals toys, no party favors, etc. Crafts should be craft sets that are **new in box**. If you have questions, we are happy to answer!

*****Any toy/game or basically anything else that is brought to us and is does not**

work properly or is missing pieces will result in a \$20 deduction from your sale proceeds. Yes, this is supposed to hurt. We must all work together to ensure the integrity of the sale. You will also not get the item back.***

Books-No pregnancy or parenting books please, and ALL books **MUST** be discounted. If you do not discount your books, you must come and pick them up after we close to the public on Saturday night. If they are on the floor when we open on Sunday at 1 pm, they will be sold at Discount regardless of what the tag says.

Electronics and video games rated .E" Please do not seal DVDs closed with tape. We will inspect them to make sure they are in the case and not too scratched up.

Cloth diaper covers and inserts. We will also accept brand new disposable diapers and pull-ups, and swimmers this sale

Nursery and baby equipment like swings, play mats, exersaucers, high chairs, bassinets, Bumbo seats with straps, etc. **No Rock N' Plays (they have been recalled.)**Fisher Price 4-in-1 Swings are a new recall** **No Dock-a-Tots**** All of these items will be turned on at check in so please ensure they have fresh working batteries. These also need to be immaculately clean. Please launder all cloth parts and wipe down everything else. Be careful with straps-they need to be clean with no stains. Contact us if you need help or advice on how to do this.

Bath décor. **ONLY NEW TOWELS AND WASH CLOTHS ARE ACCEPTED. NEW IN BOX BATH TOYS ARE ACCEPTABLE**

Potty training accessories like wipe warmers, diaper stackers, changing pads and cover, diaper genies, and potties. Diaper Genies and potties should be bleached from here to the moon and back

Diaper bags-please check to make sure they are empty! We have found some, uh, interesting things in these before!

Feeding equipment like bottles (no nipples and no pacifiers,) utensils, cups, etc.

Nursing equipment like Boppy pillows (pillow itself must be clean and stain free. We will remove the cover to make sure it isn't nasty!,) breast pump accessories, nursing covers (No breast pumps please)

Walkers, ride on toys, Power Wheels, Bikes, Wagons, Outdoor equipment (these items must be clean and functional) **Pro Tip-pressure washers are great for cleaning these types of items. Outdoor playhouses or wagons that get water trapped inside can have a small hole drilled in to let the water drain and the item dry. A quick rub down with baby oil or Armor All will shine those babies right up! Power Wheels batteries must be charged when they arrive and we will test them for longevity.

Strollers and travel systems less than 3 years old. Infant and toddler carriers.

Car seats less than 3 years old (you must certify that you are the original owner, the item has never been in an accident, has not been recalled, and has not expired.) These should be crumb-free and stain free-even on the straps.

Small children's furniture

Cribs manufactured AFTER June 2011

Crib mattresses-but price these very LOW. They do not sell well.

Safety and Travel equipment

Dress up/dance

Swimsuits, cover-ups, sun hats, new-in-box inflatables, puddle jumpers and life vests

WHAT NOT TO CONSIGN

LONG SLEEVES-we have been lenient in that past because of our schizophrenic weather, but we do not have room on the racks for long sleeves as we have grown. Please save these for Fall. We know that infant sleepers are long sleeved and cotton or terry ones are fine. They should not be a winter weight or material or reference anything Autumn or Winter.

Adult clothing-this includes adult sized clothing that your Junior wore. Junior sizes run in odd numbers (size 1, 3, 5, 7, 9, 11, 13.) Misses clothing runs in even numbers. We do not want Misses clothing.

Clothing that is out of season for this sale (no Christmas or Holiday wear, Halloween, Thanksgiving, Fall, or Winter themed clothing.)

Outdated, stained, torn, pilled, worn, or smelly clothing

Anything with pet/animal hair on it-If you have animals, PLEASE INVEST IN LINT ROLLERS!!!

Wrinkled clothing that has been in your attic/garage, and is wrinkled or musty

Clothing with missing buttons or broken zippers

Shoes not in excellent condition

Anything with missing parts

Stuffed animals-Squishmallows are ok

Toys without fresh batteries **if we have to provide batteries for your item, \$1 per battery will be itemized and deducted from your sale earnings

Dirty equipment

Cribs recalled or manufactured prior to 2011

Car seats older than 3 years, or that you are not the original owner of, or have been recalled, or have been in an accident.

Underwear

Breast pumps (they just don't sell anymore)

Video games rated anything other than "E"

Movies rated above PG-13

Bathtubs (require certain recall sticker)

Rock N' Plays, Fisher Price 4-in-1 swings, Deluxe Dock-a-Tots, 4Moms infant inserts **YOU MUST CHECK FOR RECALLS.

Unsure if something is acceptable? Just email us or give us a call and we will be happy to let you know.

Now that you have decided to consign, the first step is to register for our upcoming event. If you are a **new Consignor**, please click on the **NEW CONSIGNOR** link on our website. It will take you to this registration page



New Consignor Registration

Use this form to create a new consignor account at our sale. After you have completed this process you will be given a consignor number for use at our sale.

First Name *

Last Name *

Address Line 1 *

Address Line 2

City *

State *

Zip Code *

Email Address *

Email Address (verify) *

Primary Phone *

Alternate Phone

Account Password *

How did you hear about us? *

Other referral

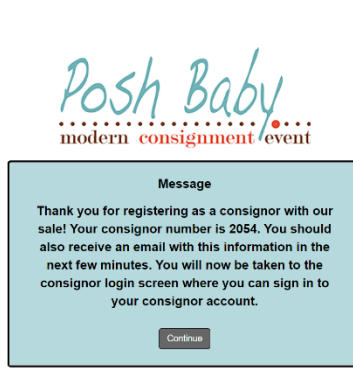
Retype the characters from the picture:



Submit

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Complete and submit the form. You will be taken to a page with our Seller Agreement. You must agree to our terms, and then you will be taken to a page with a link to PayPal where you will pay our \$15 registration fee. This fee helps us cover the cost of our venue rental. You do not have to have a PayPal account to pay through PayPal. Please contact us if you need help with this.



After you have paid your registration fee, please be sure to click on the button that directs you back to Posh Baby. If you don't do this, your registration will not be completed and you will not receive your consignor number. If this happens, just let us know and we will get you squared away.

You will know your registration was completed when you receive an automated email with your consignor number. Once you have that, you can access your account through the MY ACCOUNT link on our Website.

If you are **a returning Consignor**, please click on the MY ACCOUNT link. You will log in with your consignor number and password. It will take you to this page:



Consignor Homepage

Welcome to the consignor homepage for
Mrs Consignor (#2054)

Menu ▾

Your Account Information:

Mrs Consignor (Consignor #2054)
123 Main St
Virginia Beach VA 23456
757-555-1212
mrsconsignor@gmail.com

Registration Status:

✓ REGISTERED

Seller Agreement Status:

✓ SIGNED

Consignor/Seller Fee

✓ PAID

Active Inventory Status:

Items in inventory: 0
Inventory value: \$0.00
Items with un-printed tags: 0

Drop-off Appointments:

You are not signed up for a drop-off appt.

Worker Agreement Status:

Not Applicable

Worker Shifts:

You are not signed up as a Worker.

Estimated Earnings

\$0.00
(as of 1/15/2023 10:44:54 PM CST)
Note: an estimate based on our default consignment percentage.

View Your Sold Items

View Your Seller Report

View Your Donation Report

View Your Unsold Item Report

Logout

Click on Menu in the upper left corner.



Consignor Homepage
Welcome to the consignors homepage for Mrs Consignor (#2054)

Menu

- Un-Register For Our Upcoming Sale
- Update Account Information
- Select a Drop-off Appt.
- Become a Worker
- Work With Consigned Inventory
- View/Approve Seller Agreement
- View/Approve Worker Agreement
- Logout

CONSIGNOR

Consignor/Seller Fee

PAID

Active Inventory Status:

Items in Inventory: 0
Inventory value: \$0.00
Items with un-printed tags: 0

Drop-off Appointments:

You are not signed up for a drop-off appt.

Worker Agreement Status:

Not Applicable

Worker Shifts:

You are not signed up as a Worker.

Estimated Earnings

\$0.00
(as of 1/10/2023 16:11:51 PM CST)
Note: an estimate based on our default consignment percentage.

View Your Sold Items

View Your Seller Report

View Your Donation Report

View Your Unsold Item Report

Logout

Consignor Homepage
Welcome to the consignors homepage for Mrs Consignor (#2054)

Menu

- Un-Register For Our Upcoming Sale
- Update Account Information
- Select a Drop-off Appt.
- Become a Worker
- Work With Consigned Inventory
- View/Approve Seller Agreement
- View/Approve Worker Agreement
- Logout

CONSIGNOR

Consignor/Seller Fee

PAID

Active Inventory Status:

Items in Inventory: 0
Inventory value: \$0.00
Items with un-printed tags: 0

Drop-off Appointments:

You are not signed up for a drop-off appt.

Worker Agreement Status:

Not Applicable

Worker Shifts:

You are not signed up as a Worker.

Estimated Earnings

\$0.00
(as of 1/10/2023 16:11:51 PM CST)
Note: an estimate based on our default consignment percentage.

View Your Sold Items

View Your Seller Report

View Your Donation Report

View Your Unsold Item Report

Logout

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Please go ahead and select "Update Account Information"

Please make sure that all of your personal information is correct. It is also imperative that you make sure that the sneaky little box in the middle that gives me permission to send you emails is checked. If it is not, you will not receive any emails that I generate in the MSM system. You want these emails, so please check the box!

(See example on next page)

Update Consignor Account Information
Use this form to update the information we have on file for your consignors account.

First Name

Mrs

Last Name

Consignor

Address Line 1

123 Main St

Address Line 2

City

Virginia Beach

State

VA

Zip Code

23456

Email Address

myposhbabymanager@gmail.com

☒ I agree to receive important news and updates via email.

Email Address (verify)

myposhbabymanager@gmail.com

Primary Phone

757-555-1212

Alternate Phone

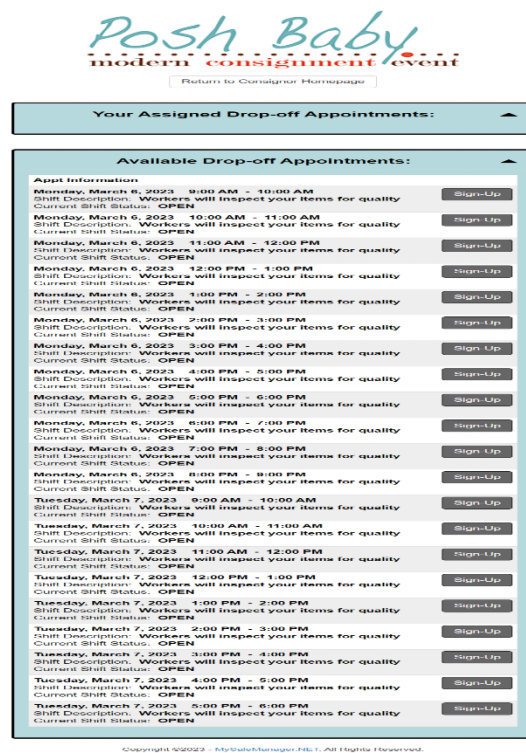
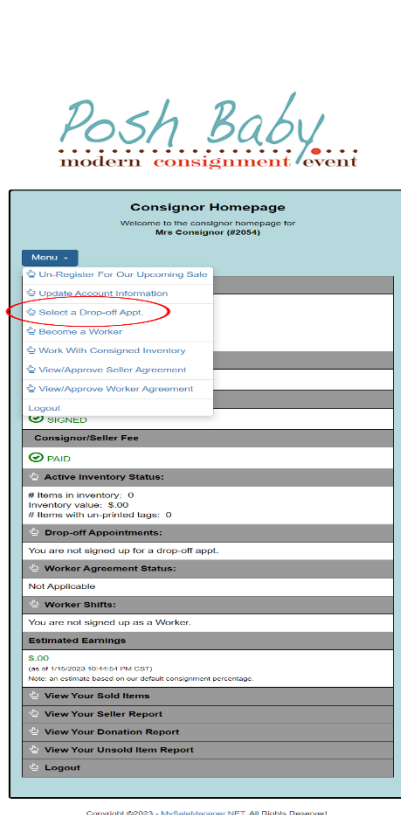
Account Password

Submit

Cancel

Next, it is a good idea to sign up for drop-off appointments as soon as they are released, especially if you need an evening appointment. Those tend to fill quickly. If you have hundreds and hundreds of items, please sign up for back to back appointments.

Examples on next page



When you pick your appointment times, it will then show at the top of the page. If you don't see a time available, it means that time slot is now full. Please don't wait until the last minute to do this.

****If you end up not being able to make your appointment time, please text Lauren at 757-818-4099 WITH YOUR NAME and tell us when you think you can come. I will not be able to respond and will no longer be looking at emails or the FB page or group. We will work you in as we can, so please be patient. ALL drop offs must be complete by 6 pm on Tuesday, March 5h. If you have not dropped off by then, you may make arrangements with me to drop off on Friday night, March 8th, when we close at 7 pm.**

Example on next page



Go back to your main Home Page and look at your Menu again.

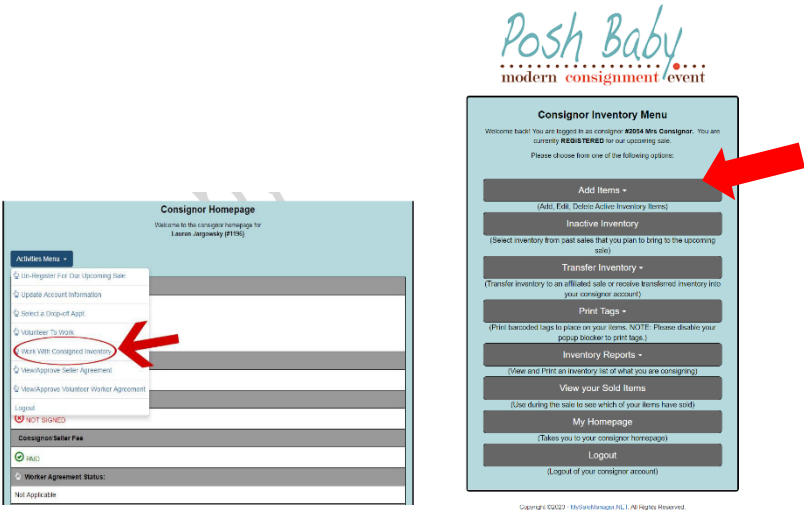
If you are interested in temporary, seasonal employment during sale week, please sign up for shifts in the Worker tab. These shifts will be paid an hourly wage and funds will be disbursed electronically 2 weeks after the sale. You will be issued a 1099 for your work. I will work with individuals wishing to work during the sale to confirm their shifts and complete the necessary paperwork and training. Most shifts are 4-6 hours long and will include a 15 minute paid break. We do not have the labor funds to cover overtime hours, so please make sure that you stay under 40 hours. Set-up and breakdown shifts will pay more than other ones.

OK! You are almost ready to start entering your inventory! The last thing we need for you to do is to check for recalls. You cannot consign (or resell anywhere) anything that has been recalled. You can check for recalls at www.cpsc.gov

I have heard this is a good time to organize the items you wish to sell. I say "heard" because I am never organized and I always wish I were! You will save time entering your inventory online if you have items organized by size and gender at this point. This way, you will not have to change the size or category in the item drop down boxes while entering your inventory. There are options to enter your inventory on your desktop computer, on

your mobile, and even using your voice!.

The next few pictures will walk you through entering your inventory



You will be able to choose what type of device you are working with to add your inventory.

Work With Consigned Items (Active Inventory)

Use this screen to Add, Edit, or Delete items you are planning to bring to our upcoming sale. Your tags will be printed exactly as you enter your items here. Fields with an asterisk are required.

For the best experience, avoid using the BACK button in your browser while working with inventory.

Things To Remember:

- Only items you plan to bring to our upcoming sale ("active items") are listed here. Click [HERE](#) to "activate" items from past sales.
- You can quit and finish later: your items will be saved.
- You may not price an item less than \$1.50 and you must price items in .50 cent increments.
- Items you mark for donation are automatically marked as discountable.

Category*

Accessories -

Size*

2

Description Line 1 (24 characters max)*

Description Line 2 (24 characters max)

Price*

Quantity*

1

☐ Item can be DISCOUNTED

☐ Item can be DONATED

[Submit Item](#)

[Check/Uncheck All](#)

[Inventory Icon Legend](#)

[Inventory Functions](#)

[Return to Inventory Menu](#)

[Print Tags](#)

Items: 0 Value: \$0.00

☐ Filter Inventory by Description =

[Refresh Results](#)

Only the last 5 items you have entered are shown below. Check this box to show all items

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Work With Consigned Items (Active Inventory)

Use this screen to Add, Edit, or Delete items you are planning to bring to our upcoming sale. Your tags will be printed exactly as you enter your items here. Fields with an asterisk are required.

For the best experience, avoid using the BACK button in your browser while working with inventory.

Things To Remember:

- Only items you plan to bring to our upcoming sale ("active items") are listed here. Click [HERE](#) to "activate" items from past sales.
- You can quit and finish later: your items will be saved.
- You may not price an item less than \$1.50 and you must price items in .50 cent increments.
- Items you mark for donation are automatically marked as discountable.

Category*

Clothing - Girls

Size*

Toddler 3 and

Description Line 1 (24 characters max)*

Gap navy floral lu

Description Line 2 (24 characters max)

pink leggings-2 pc

Price*

4.00

Quantity*

1

☐ Item can be DISCOUNTED

☐ Item can be DONATED

[Submit Item](#)

[Check/Uncheck All](#)

[Inventory Icon Legend](#)

[Inventory Functions](#)

[Return to Inventory Menu](#)

[Print Tags](#)

Items: 0 Value: \$0.00

☐ Filter Inventory by Description =

[Refresh Results](#)

Only the last 5 items you have entered are shown below. Check this box to show all items

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I have entered an item in the pic above

You will use the drop down boxes to enter each item. Please pick the correct category and size. If the item does not have a size (like a toy) please pick See Description or Blank.

Be sure to click on Discount if you want the item to be 50% on Sunday if it hasn't sold by then. I HIGHLY encourage you to consider discounting some, if not all, of your inventory. We do the same amount of our business on Discount day in the 4 hours we are open that we do all day on Saturday! And many shoppers return a second time to shop these specially priced items. Please also check the box next to it if you would like the item to be donated at the sale's end if it didn't sell. It is all up to you. You can Discount some and not others and Donate some and not others.

Then, click Submit

Please be sure to be as descriptive as possible with your descriptions. We can't sell items with missing tags, and if the tag comes off, we need to be able to figure out which tag goes with which item.

Please also be thoughtful when pricing your items. The industry standard is **30% of the retail price**. There is a helpful pricing guide on our website. One of the most commonly overpriced brands is Carter's. No one ever actually pays the MSRP for Carter's, so please price your item at 30% of what you actually paid.

Of course, setting your own prices is one of the benefits of working with our sale, but we find that merchandise priced this way sells well.

****Remember-no single onesies. Please make bundles of same sized onesies. No single pants. Outfits sell better than single pieces, so try to make an outfit when you can. These outfits must make sense, though. Don't pair two unrelated things together that look crazy just so you can follow the Outfit rule. The items don't have to be the same brand, but they should be of similar quality. For instance, don't pair something from Pottery Barn with something from Target.**

Posh Baby
modern consignment event

Work With Consigned Items (Active Inventory)
Use this screen to Add, Edit, or Delete items you are planning to bring to our upcoming sale. Your tags will be printed exactly as you enter your items here. Fields with an asterisk are required.
For the best experience, avoid using the BACK button in your browser while working with inventory.

Things To Remember:

- Only items you plan to bring to our upcoming sale (new items) are listed here. Click HERE to activate items from past sales.
- You can quit and finish later; your items will be saved.
- You may not price an item less than \$1.00 and you must price items in .50 cent increments.
- Items you mark for donation are automatically marked as discountables.

Category: Clothing - Girls Size: Toddler 3 and

Description Line 1 (24 characters max): Gap navy floral top Description Line 2 (24 characters max): pink leggings-2 pc

Price: 4.00 Quantity: 1

☒ Item can be DISCOUNTED ☒ Item can be DONATED

Submit Item

Check/Uncheck All Inventory Item Legend Inventory Functions

Return to Inventory Menu

Print Tags

Items: 0 Value: \$0.00

☐ Filter Inventory by Description

Refresh Results

Only the last 5 items you have entered are shown below. Check this box to show all items

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You will enter each item individually. You can knock it out all at once, or little by little. The system will only display the last 5 items entered. If you want to see all your inventory, please click the box that will do that.

For this example, we entered a Girls Clothing, size 3T, Gap navy floral top with pink leggings and priced it at \$4.00. We also chose to Discount this item if it hasn't sold by Sunday and also to Donate the item if it does not sell at all. Click submit.

Posh Baby
modern consignment event

Work With Consigned Items (Active Inventory)

Use this screen to Add, Edit, or Delete items you are planning to bring to our upcoming sale. Your tags will be printed exactly as you enter your items here. **Fields with an asterisk are required.**

For the best experience, avoid using the BACK button in your browser while working with inventory.

Things To Remember:

- Only items you plan to bring to our upcoming sale (active items) are listed here. Click HERE to activate items from past sales.
- You can quit and finish later, your items will be saved.
- You may not price an item less than \$1.50, and you must price items in .50 increments.
- Items you mark for donation are automatically marked as discountable.

Category: Clothing - Girls

Size: Toddler 3 and 4

Description Line 1 (24 characters max):

Description Line 2 (24 characters max):

Price: \$4.00

Quantity: 1

Item can be ☒ DISCOUNTED ☐ DONATED

Submit Item

Check/Uncheck All

Inventory Item Legend

Inventory Functions

Return to Inventory Menu

Print Tags

Items: 1 Value: \$4.00

Filter Inventory by Description

Refresh Results

Only the last 5 items you have entered are shown below. Check this box to show all items

Select	Item #	Description	Category	Size	Price	Inventory Status Icons	Edit	Delete
<input type="checkbox"/>	4	Graco Simple Switch High Chair	High Chairs	See Description	\$22.00		Edit	Delete
<input type="checkbox"/>	3	Kidorable pirate rain coat	Jackets - Boys	Toddler 5 and 5T	\$10.00		Edit	Delete
<input type="checkbox"/>	2	Fisher Price Rain Forest exerciser	Baby Equipment	Leaves Blank	\$15.00		Edit	Delete
<input type="checkbox"/>	1	Gap navy floral tunic pink leggings-2 pc	Clothing - Girls	Toddler 3 and 3T	\$4.00		Edit	Delete

Posh Baby
modern consignment event

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Category: High Chairs

Size: See Description

Description Line 1 (24 characters max):

Description Line 2 (24 characters max):

Price: \$22.00

Quantity: 1

Item can be ☒ DISCOUNTED ☐ DONATED

Submit Item

Check/Uncheck All

Inventory Item Legend

Inventory Functions

Return to Inventory Menu

Print Tags

Items: 4 Value: \$51.00

Filter Inventory by Description

Refresh Results

Only the last 5 items you have entered are shown below. Check this box to show all items

Select	Item #	Description	Category	Size	Price	Inventory Status Icons	Edit	Delete
<input type="checkbox"/>	4	Graco Simple Switch High Chair	High Chairs	See Description	\$22.00		Edit	Delete
<input type="checkbox"/>	3	Kidorable pirate rain coat	Jackets - Boys	Toddler 5 and 5T	\$10.00		Edit	Delete
<input type="checkbox"/>	2	Fisher Price Rain Forest exerciser	Baby Equipment	Leaves Blank	\$15.00		Edit	Delete
<input type="checkbox"/>	1	Gap navy floral tunic pink leggings-2 pc	Clothing - Girls	Toddler 3 and 3T	\$4.00		Edit	Delete


I have entered 4 items above


When you are finished, Click the ALL Finished For Now button.

READY TO START TAGGING?

Now that you have entered your inventory, you are ready to start tagging and preparing your items for drop-off. Remember, the more effort you put into

To print, go back to your main menu and choose Print Tags





Consignor Inventory Menu

Welcome back! You are logged in as consignor #2054 Mrs. Consignor. You are currently **REGISTERED** for our upcoming sale.

Please choose from one of the following options:

Add Items +
(Add, Edit, Delete Active Inventory Items)

Inactive Inventory
(Select inventory from past sales that you plan to bring to the upcoming sale)

Transfer Inventory +
(Transfer inventory to an affiliated sale or receive transferred inventory into your consignor account)

Print Tags +
(Print barcoded tags to place on your items. NOTE: Please disable your popup blocker to print tags.)

Inventory Reports +
(View and Print an inventory list of what you are consigning)

View your Sold Items
(Use during the sale to see which of your items have sold)

My Homepage
(Takes you to your consignor homepage)

Logout
(Logout of your consignor account)

Select Tags To Print

Use this screen to print tags to place on the items you are consigning at our upcoming sale. **IMPORTANT:** The tags you generate for printing will appear in a new window. Please configure your browser's popup blocker to allow popups if your tags do not appear in a new window after you click one of the Tag Printing Option buttons.

[Return To Inventory Menu](#)
[Inventory Item Legend](#)


Tag Printing Options +


[Print Selected Tags](#)
[Print All Un-Printed Tags](#)
[Print Only Discount Tags](#)
[Print Only Donate Tags](#)


[Print All Tags](#)


☐ Generate Tags in PDF Format
☐ Check/Uncheck All
☐ Show Only Un-Printed Tags Below

Item Information

☐ Graco Simple Switch High Chair
 Item # 4 Price: \$22.00
 Category: High Chairs
 Size: See Description


☐ Kidorable pirate rain coat
 Item # 3 Price: \$10.00
 Category: Jackets-Boys
 Size: Toddler 5 and 5T


☐ Fisher Price Rain Forest exersaucer
 Item # 2 Price: \$15.00
 Category: Baby Equipment
 Size: Leave Blank


☐ Gap navy floral tunic pink leggings-2 pcs
 Item # 1 Price: \$4.00
 Category: Clothing - Girls
 Size: Toddler 3 and 3T


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SAMPLE OF PRINTED TAG



TAGGING TIPS AND SUGGESTIONS:

There is a little video on the website that addresses how to hang clothing and prepare your items. It is so much easier to watch the video than to explain all of our preparation guidelines in writing. It is definitely worth your time to watch it!

****Left handed consignors**** Please pay close attention when hanging your clothing. The top of the hanger should look like a question mark when looking at it. (I have heard that this feels "backward" to our lefties and feels funny :)

We don't accept stuffed animals (I am making an exception this sale and allowing Squishmallows,) and all toys should have fresh batteries and function properly. Our workers will turn on toys at check-in to make sure that everything is in order. If we have to provide batteries to you, \$1 per battery will be deducted from your payment.

Outfits sell better than single items of clothing in baby and toddler sized clothing. Go ahead and make an outfit! Just be sure that both pieces of the outfit are the same size. You can mix brands if they are of equal quality, but not sizes, ok?

If you are really unsure of how to price something, just ask yourself what you would pay for the item (gently used.) Our shoppers are looking for both quality and value. If the item doesn't sell, you can have it back after the event.

www.consignmentmommies.com is an excellent resource for consignors. You will find pricing guidelines, stain removal tips, shopping strategies, and presentation suggestions.

If you know that you are going to be consigning in future sales, try to start storing your unused children's merchandise differently. Keep a special bin in a closet where you can toss unwanted toys, books, and gear. Keep a separate one for clothing and shoes, or better yet wash and hang them in the closet! Then all you will need to do is add a tag.

NOW WHAT?

You are finished preparing and the sale is still weeks away. What do you do now? I honestly have no idea because I am one of those moms who has to pull an all-nighter the night before the sale! My biggest advice is to HIDE EVERYTHING THAT YOU ARE SELLING FROM YOUR KIDS!!! The size 2T sweater that your child outgrew 3 years ago will suddenly become their most favorite item ever.

That's it! Now go home and let us sell your stuff!

Employment Opportunities

Our workers are essential to the success of our event, and we would literally not be able to have these sales without the generous support of all the wonderful people who help us. There are many different types of shifts available, and many of them take place before sale week. We do have some less strenuous duties for our pregnant mamas, and some shifts are great for Dads and teenagers who need volunteer hours. Duties may consist of, but are not limited to:

- Setting up tables and garment racks
- Checking in consignors, collecting consignor paperwork, and inspecting merchandise for quality
- Running merchandise to the sales floor
- Working the pre-sale (checking shoppers out, assisting shoppers on the sales floor, straightening the sale floor at the conclusion of the presale, maybe keeping an eye on my children (I am totally serious about this!))
- Working the public sale (crowd control, assisting shoppers on the sales floor, managing our large item holding area and following proper procedures around this process, straightening and organizing merchandise throughout the day, checking out shoppers and bagging merchandise, cashiering, inventory control)
- Sale break-down, including dismantling the garment racks and loading them onto the trailer
- Assisting consignors with paperwork

Potential employees should express their interest by signing up for desired shifts through their MSM account. Please go to the Worker tab and you will be able to view and commit to open shifts. The set-up and breakdown shifts have a higher hourly rate than the others. These are great shifts for dads, teens needing volunteer hours, and sports/youth groups. PLEASE HELP WITH THIS, IF AT ALL POSSIBLE. I BEG EVERY SALE AND WE SEEM TO NEVER HAVE ENOUGH HELP. I LITERALLY CANNOT DO MOST OF IT NOW THAT I AM SO SICK.

We are really trying to avoid the rapid turnover we used to face every 3 hours with shift changes. Shifts will now be 4-6 hours long. In an ideal world, we will build a team of great workers who enjoy sale week and earning some extra cash and keep coming back to work each sale. I have seen this in action at other sales I have visited and it is a beautiful thing! Those wishing to work in a Manger position must be available to work 18-20 hours during sale week. Compensation

starts at \$12 per hour and can go up from there depending on your experience and which duties you are interested in performing. Ideally, You will be paid 2 weeks after the sale and receive a 1099 for your work in January. It is YOUR RESPONSIBILITY to make sure that you have correctly and accurately logged your hours into our Worker sign in/sign out book.

PLEASE, PLEASE, PLEASE do not bring children with you to your shift. This is a real jobby job. The only exception to this is nursing babies and you MUST clear this with Lauren prior to working. We love children and we have their best interests at heart. We want them to be safe, and our environment can sometimes be hectic.

We depend on our employees to help us run the sale. When we don't have enough help, our consignors don't have the best experience we can give them, and our shoppers aren't happy either. This affects all of us. I do totally understand that sometimes things come up that can't be helped-I was scheduled to work at a sale when I was 7 1/2 months pregnant with my second child, but my water broke the night before. Obviously, I didn't make that shift. But short of a true emergency such as that one, please try to find someone else to help us if you find that you aren't going to be able to make your scheduled shift.

ANYTHING ELSE?

I think that we have covered everything you would want or need to know about participating in our event. Please contact us if there is something you think of that we have not covered. We love our consignors and employees!

See you very soon!

Lauren and crew