

Summer 2024



Consignor Guide



OVERLAND PARK



WHY JBF?

If you've tried selling all those outgrown items on social media or spending your whole weekend sitting outside to host a less-than-amazing yard sale, you know there's got to be a better way.

Families who sell with Just Between Friends earn more and sell more—all in one place, all at one time. Plus, you'll feel warm and fuzzy knowing you are helping so many local families who love finding great deals for their kids at the JBF sale!

CONSIGNOR DETAILS

- Earn 60% on sold items; less the \$12.50 per sale consignor fee
- **Item limits*: 500 items; 250 of which can be hanging** (1 tag=1 item) *Help at a sorting shift and you may double your item limits.
- Consignors who wish to bring more than the item limits will need to contact Stephanie - stephaniehyder@jbfsale.com as special arrangements are required.
- Get access to our JBF tagging system to create your own personalized JBF tags!
- Enter tags using a computer or smart phone
- Enter tags using "talk to text"
- Watch your sales live during the sale
- Receive check via email within 14 days of sales end
- May choose to reduce items for discount days
- May choose to donate unsold items to our partnering charities

[Register](#)



Click here to register for a consignor number and start tagging today!



What's in this Guide

We will walk you through the consignor process and will give you tips and tricks for **selling successfully!**

We will show you how to register to consign for the sale, prep and tag your items, and...all the rest.

Registration opens a few weeks before each sale.

We host 4-5 sales per year so there are 4-5 opportunities to sell and the best part is that you don't have to re-tag anything.

This guide contains everything you need to know about consigning for our upcoming event!

- Why JBF?
- Consignor Details
- JBF Standards
- Acceptable Items
 - Clothing
 - Non- Clothing
 - Large Items/Hot sellers
- Video Tutorials
- Register to Sell
- Consignor Drop Off
- Gather
- Prep Toys
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- Drop off & Pick up
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Please bring us your BEST items
High Quality items = Happy Shoppers!



CLEAN

The newer it looks, the better it sells. Check carefully for stains and holes in clothing. Clean all items thoroughly.

CURRENT

Sell items that are seasonally appropriate. Check the complete list of acceptable items below. Shoppers love current styles that are in fashion (we recommend less than 5-6 years old)

COMPLETE

Be sure all parts & pieces are present before you tag items. This includes working batteries.

COMPLIANT

Important Safety Guidelines apply to car seats, cribs, infant equipment & toys. Go to cpsc.gov to check for recalls! Check for recalls and be sure all safety straps are included.

REQUIRED FORMS

Crib waiver (We only accept cribs manufactured after June 2011)

Car seat waiver (Required for car seat bases and booster seats too)

Item Limits:

- **500 items; 250 of which can be hanging - additional requirements can be found on following two pages.**

Limits are doubled for anyone helping at the sorting shift. Consignors wishing to bring more items must make arrangements with Stephanie via email (stephaniehyder@jbfsale.com).



[Click to play video](#)

ITEM LIMITS

Total Item Limit is 500*

All limits double if working the sorting shift

Failure to abide by limits may result in additional fees.

Want to bring more items?

Email Stephanie at stephaniehyder@jbfsale.com for additional requirements

HANGING CLOTHING

**250
TAGS**

\$3 MINIMUM PRICE ON CLOTHING

**JRS CLOTHING (SIZE 14+)
PER GENDER**

**25
TAGS**

MATERNITY CLOTHING

**15
TAGS**

ACCESSORIES*

***NO LIMIT ON NEW WITH TAG ACCESSORIES**

**25
TAGS**

**NOT
ACCEPTED**

- **BEDDING SETS (ANYTHING IN A BIG BAG)**
- **FRAMED ART**
- **HOME DECOR NOT CLEARLY FOR KIDS**
- **EASILY BREAKABLE ITEMS...WE HAVE LOTS OF LITTLE HANDS THAT COME THROUGH OUR SALE**

MORE DETAILS NOTED ON FOLLOWING PAGES





Category

Requirements

Items in the following categories* will not be sorted at the conclusion of the sale and will automatically be donated. If you do not want any of the remaining items donated, please do not bring them to the sale.

- **ROOM DECOR**
- **PARTY SUPPLIES**
- **DVDS**
- **ITEMS ON THE NO THANK YOU LIST**

*Item category is determined by how the sales floor is organized, not the category selected in the tagging account.





WHAT TO SELL CLOTHING

SPRING

\$3 minimum on hanging items.

Summer dresses, shirts
onesies & dress shirts
(long & short okay)



Shorts, skirts, rompers, capris
active wear pants, jeans
dress pants, leggings



Lightweight summer
pajamas and sleepwear



Sandals, tennis shoes,
rain boots, dress shoes,
cleats, dance, flip flops
water/swim shoes



Sweatshirts
lightweight jackets
summer accessories



Swimsuits and
accessories



Fan gear—any length
dance wear
dress-up/pretend play outfits
Maternity (all seasons ok)



NO THANK YOU ITEMS

- X** clothing with stains, rips, tears, holes or overly loved
- X** shoes/laces with dirt or scuffs
- There are some items we know we cannot sell right now.**

To those items, we say "no thank you" for NOW—please save for our FALL sale.

- X** shirts/outfits depicting colder weather holidays
- X** camp shirts

- X** fleece pajamas with winter theme
- X** winter pajamas
- X** used underwear (only new in package)

- X** snow boots
- X** winter jackets
- X** gloves
- X** winter gear

- X** Halloween costumes & accessories



WHAT TO SELL OTHER ITEMS

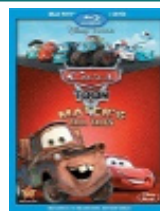
ALL YEAR

Safety First: All items must meet safety standards. Please check for recalls and be sure all safety straps are included. Please note that this list is not all-inclusive.

Puzzles
Games



Electronics
Musical Instruments
DVDs: Rated
G, PG or PG-13



Arts & Crafts
Children's Room Decor
Sporting Goods



Soft infant toys
Character or
animated stuffed animals



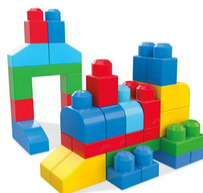
Girl, Boy,
Infant and Toddler toys
*if needed, include
batteries



BOOKS: Soft, board
picture, chapter
educational, tween



Building and Other Toys



NO THANK YOU ITEMS

There are some items we know we cannot sell, no matter what the season.

X games or puzzles without all of their pieces

X mature rated video games

X R-rated DVDs

X adult content DVDs

X VHS tapes

X CDs

X partially completed art projects

X adult room decor

X framed art work

X basic stuffed animals

X toys requiring batteries that no longer work

X broken/incomplete toys

X adult books

X cookbooks

X self-help books

X incomplete sets



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. Please note that this list is not all-inclusive.

Plates, cups, utensils



NEW nipples & pacifiers
bottles with nipples
removed



Nursing related items &
accessories
Infant Care
Safety



Diapering
Potty Items
Bath Items



Cribs, toddler-twin beds
bed rails, bassinets



Baby Carriers & Slings
Diaper Bags
Backpacks & Lunchboxes



Sleep Sacks/Swaddles
Blankets & Towels
Changing Pads/Covers



NO THANK YOU ITEMS

There are some items we know we cannot sell, no matter what the season.

- X formula
- X food
- X medicine

- X USED nipples
- X USED pacifiers
- X USED teething necklaces
- X Homemade or used masks

X soiled/stained diapers

- X drop-side cribs
- X full+ size beds
- X Items that DO NOT follow the CPSC safe sleep guidelines such as: Baby Boxes, Dock-a-tots, Infant Tents, Sleep Wedges, In-Bed Sleepers, Baby Nests & Pods & Inclined Sleepers

- X full+ sized bedding
- X crib bumpers (including mesh)
- X crib rail coverings



HOT SELLERS

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

Claim Tickets: Large items will get claim tickets attached at drop off. Loosely attach your tags to your items.

Assembly Required: All larger items must be assembled and have batteries included when placed on the sales floor.

Shoppers LOVE these items!





Buy Supplies Here

Tagging Supplies

Hangers



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	Price a little higher for:
less than \$10	\$1-2 Value Brands: Cherokee, Circo	Toys Books Baby Gear	• new with tags • hot selling

Pricing

Clothing



Toys



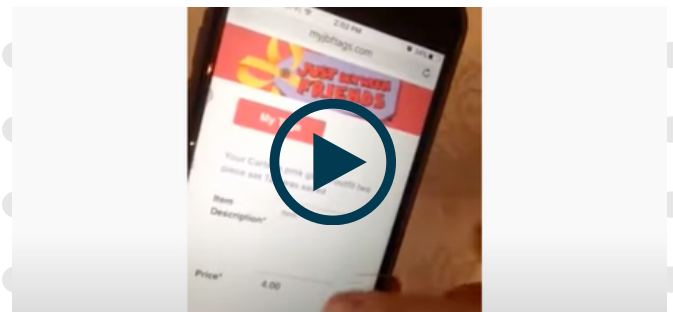
Shoes

Books, DVD's & Electronics



Bedding

Talk to Text Tagging

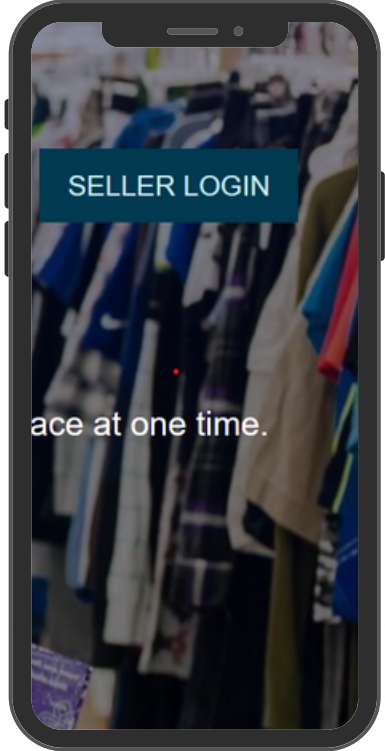




REGISTER

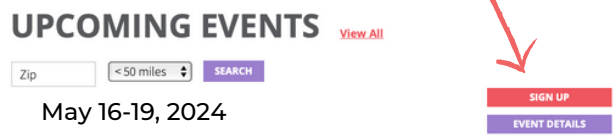
First Things First: REGISTER

Save your spot by registering as a Consignor for the upcoming Overland Park event.



Go to kc.jbfsale.com/sell, and then click "seller login"

Find the event and click "Sign up"



Overland Park Spring/Summer 2024
Overland Park Convention Center

CONSIGNOR DROP OFF APPOINTMENT

All DIY Consignors Must Schedule a Drop Off appointment.

Monday, May 13th - 6pm-8pm

Tuesday, May 14th - 9am-8pm

Second Drop Off - no appointment needed

Thursday, May 16th - 12pm-8pm

All items except shoes & clothing accepted at 2nd drop off



EXPRESS DROP OFF

If you're in a hurry, we can help! Your items are tagged and you need help getting them on the sales floor? We can do that!

Monday, May 13th | 12pm-5pm





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

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).



PREP

Maximize Profits

- Bundle Completed Sets
- Choose to Reduce
- The better they look, the better they sell

↳ Iron wrinkles, button buttons, zip zippers and snap snaps



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

[Buy Supplies Here](#)



TOYS & GEAR

Two Essentials:

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



CLOTHING

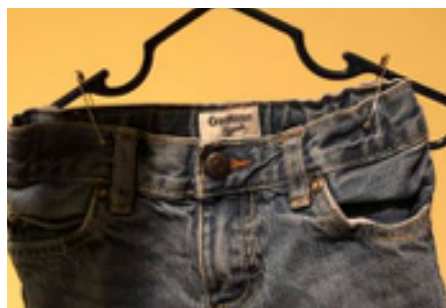


Hanging & Tagging Clothing

Put most clothing on a hanger. Bundle accessories like socks, infant mittens & hats, as well as accessories in clear self-sealing bags. Attach JBF tag with safety pin or packing tape.

Hanger Direction

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



Hanging pants

Pin pants to the top rail of the hanger



Creating Outfits

It's okay to bundle items into sets.

Secure pieces to hanger using safety pins. Items **MUST** be the same size to bundle.



Tagging Gun

If you use a tagging gun to attach JBF tags, only puncture the garment tag or an inside seam at the collar. (not the armpit) so that you do not damage the fabric. If you puncture the fabric, items will be rejected.

***Note - safety pin holes wash out in the laundry. Tagging gun holes will not.**



Accessories

Use clear bags to bundle sets of socks, hair accessories, infant mittens and hats. Display neatly so shopper can see well. Tape JBF tag to the bag & tape the 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 to attach pants/skirts to hangers.

Items MUST BE the same size.

EX: 12 mo and 12mo **not** 12mo and 12-18mo



Safety Pins: Do not pin an item to another item.

Rather hang one item and then pin second item to the top rail of the hanger.



Important Note

Smaller, expensive items should be given to the greeter or Stephanie at drop off so that we can properly secure the items on the sales floor.

Some examples include:

- Pricey Shoes
- Diaper Bags
- Baby Carriers
- Breast Pumps
- Monitors
- Gaming Systems/Electronics
- Clothing items priced over \$25

Backpacks, diaper bags, baby carriers should be placed on a hanger and zip-tied securely to the hanger



You can bag "like" items together to save time. And use saran wrap to display puzzles.



For drop off- keep sizes separate by alternating sides for each size or put them in bags.





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 \$10	Value \$1-3	Toys Books Baby Gear Furniture Electronics Strollers + Joggers Sporting Goods	 <p>Price a little higher for:</p> <ul style="list-style-type: none"> • new with tags • hot selling • like-new • large toys
less than \$20	Standard \$3-6	50-90% off retail	<p>Price a little lower for:</p> <ul style="list-style-type: none"> • infant clothing • play clothes • good condition • maternity
more than \$20	Boutique \$7-15	<p>Want to SELL Even MORE?</p> <p>Choose to REDUCE, which allows your items to sell at 50% off during discount sale days</p>	

Examples of Brands

Value

- Cat & Jack
- Just One You
- Genuine kids
- Child of Mine
- Circo
- Cherokee
- Gerber
- Oshkosh
- Faded Glory
- Garanimals

Standard

- Nike
- Under Armour
- Adidas
- Gap
- Polo
- Ralph lauren
- Vineyard Vines
- Children's Place
- Crazy 8
- H&M
- Zara
- Toms
- Stride Rite
- Justice
- Carter's
- Old Navy

Boutique

- North Face
- Patagona
- Crew Cuts
- Mini Boden
- Tea Collection
- Mini Melissa
- Hanna Anderson
- Giggle Moon
- Persnickety
- Jelly the Pug
- Matilda Jane
- Livie & Luca
- Mud Pie

\$3 minimum pricing on hanging items.

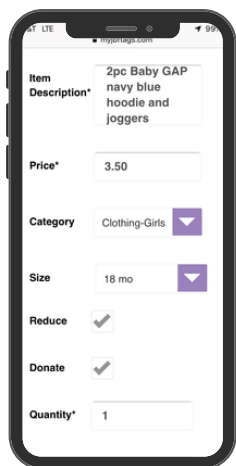
Bundle items to reach this minimum if needed

Start Tagging



CREATE TAGS

- Select the appropriate CATEGORY
- Enter the SIZE
- Be as DESCRIPTIVE as possible in case the tag falls off (so we can match it back up)! A good rule of thumb is to use the **BRAND, DESCRIPTION & TYPE** (ex: Old Navy, Purple & White Striped Short Sleeved Dress)
- Add your price
- Check the REDUCE box if you would like your items reduced on discount days. (50%)
- Check the DONATE box if you would like your items donated after the sale.



Tag from your computer
or
Tag from your phone!

If you make ANY change to your tags, you **MUST re-print** including adding or removing a star, repricing or changing the donate option.

ALWAYS SET QUANTITY TO "1" EXCEPT:

1. When you have multiples of the exact same item. Increasing the quantity will create the same tag multiple times BUT with a new item number and barcode for each item. This will help you track your sales accurately.
2. If you have a big item that has multiple pieces and needs multiple tags. Change the quantity to 3 (or however many tags you need)
Leave tag #1 as is. Cross out the barcode & price on the other tags with a black sharpie
Write on all the tags - 1 of 3, 2 of 3, 3 of 3
Attach one tag to each piece of your big item

TIP! Talk-to-Text

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

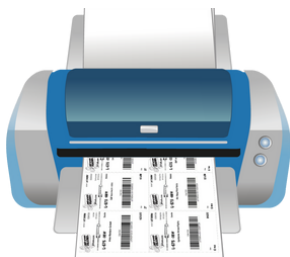


Print Your Tags

Print tags on 8.5"x11" white cardstock.

IMPORTANT - DO NOT USE REGULAR PAPER

- Tags will rip/fall off.



Tags print 9 per page.

No Printer? No Problem!

When you finish creating your tags use the "Print PDF" option and save the PDF file. Printing your tags at an office supply store will save you ink and time. Don't forget to ask them to cut your tags!



DROP OFF

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.

1

Plan for 60-minutes to drop off your items. Longer if you have 250+ items to drop off. Drive to...Park...Enter...and **Check In**...you will receive access to your Presale Tickets!

2

You'll hang all clothing in gender/size areas on the racks behind the letter that corresponds to your Consignor Number. You will place your items on the floor and a map will be shared shortly before the sale so you'll know where everything goes on the sales floor!

3

For your Large Items, we will attach a claim ticket to the items which makes it easier for shoppers to purchase your items during the sale. Bring your JBF tag or loosely attach it to your item for drop off.

Items will be inspected after drop off and pulled from the floor if they do not meet JBF standards.



Pick up is **Monday, May 20th from 4pm-6pm**

No appointment needed.

Your items will be collected and located in a few areas.

PICK UP

If you are donating all items you do NOT need to come to pick up. The Charities come to the sale and pick up all donated items and they go directly to families in need.



Consignor Referral Bonus System

Refer your friends to sell at the sale and

Earn \$5 Cash!

Refer 1 Friend = \$5

Refer 2 Friends = \$10

Refer 3 Friends = \$15

Ect...

Referred consignors must be NEW to JBF Overland Park, cannot be family and must consign a minimum of 50 items or more.

Referral bonus will be paid out to you upon sales end. **The payout will be added to your check. Referred consignors should note your name in their drop off appointment.**

We will check to be sure the seller is new to Overland Park before the payout is made.





DATES

Important Dates- JBF OP SUMMER 2024

Drop off



Monday & Tuesday

May 13th | 6p-8p

May 14th | 9a-8p

Get your appointment [HERE](#).

Presale



Wednesday, May 15th

Consignor + 1 Guest - shop 12p-8p

Passes are given out at drop off

2nd Drop off



Thursday, May 16th

Thursday noon-8pm 2nd drop off

We are looking for all items on the large item list and toys. We may also post more specific things we are in need of in the consignors Facebook group.

Half Price Presale



SATURDAY, May 18th

Consignors + Guests

5p-9p

All items that do not have stars are 50% off

NOTE - you MUST enter after 5p to qualify for the 50% off shopping.

Pick Up



MONDAY

May 20th

No appointment needed

Pick up 4pm-6pm

Items not picked up by 6:01p are donated. Sorry, no exceptions as we must vacate the building.

Consignor Checks: These will be emailed to you no later than 14 days from pick-up!

During the Sale



Make time to SHOP

MAKE SURE YOU GET THE BEST
DEALS FOR YOUR FAMILY!

CONSIGNORS NEVER PAY
ADMISSION AND ARE WELCOME
ALL WEEK!



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

You'll receive a donation
receipt for tax purposes. This
receipt will be sent via email
at the conclusion of the sale.



Presale Shopping

Wednesday | May 15th

16 Credit TM* | 9am
12 Credit TM* | 9:30am
8 Credit TM* | 10am
4 Credit TM* | 11am
Consignors | 12pm



Public Shopping

Thursday | May 16th

Friday | May 17th

Saturday | May 18th

9am-8pm
\$2 Admission Thursday



Half Price Presale

Saturday | May 18th

16 & 12 Credit TM* | 3pm
8 & 4 Credit TM* | 4pm
Consignors | 5pm



Public Half Price Day

Sunday | May 19th

9am-3pm
Free admission!



Seller Pick Up

If items are not marked to donate

Monday | May 20th

4pm-6pm

*TM = Team Members helping at the sale.



SUPPORT

CONSIGNOR FACEBOOK GROUP

Our Consignor group is a place for all consignors to talk about selling at the sales. It is filled with videos and graphics and posts that can help you sell successfully!

There is a great mix of new and expert consignors that help each other succeed! We are a local group of parents and grandparents so you may even know some of the members right away!



PLUS: We have lots of contests leading up to & during the sale. Like this one!



CONTACT ME!

Hi! My name is Stephanie Hyder. I am the owner/coordinator for the Just Between Friends sales in Overland Park. I have a daughter that keeps growing and a passion for helping families! They really go hand in hand!

I've been organizing the Overland Park sale since 2018 and I have not looked back.

I really enjoy teaching families how to financially recoup their investment with their children's items. I would love to help you get started!



✉ STEPHANIEHYDER@JBFSALE.COM

💬 [816.825.2295](tel:816.825.2295)

Text or Email is always best. Facebook messages can get lost in the shuffle.

OVERLAND PARK | TEXT STEPHANIE @ 816.825.2295