

Seller Guidelines

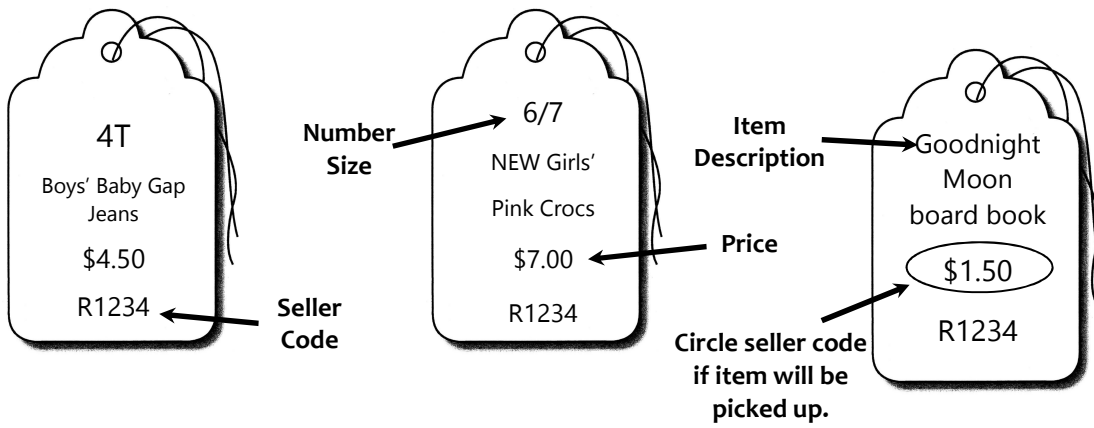
- A seller may submit a maximum of 150 items.
- Clothing items must be cleaned and brought on hangers. Attach all skirts, shorts, and pants to the tops of hangers with safety pins. (See image below for help.)
- Footwear must be held together by laces, ribbon, etc., or placed in resealable plastic bags.
- Toys must be in working condition and include batteries, if required.
- Games and puzzles must include all pieces involved in play.
- An item that contains small, loose parts should be placed together in a large resealable plastic bag.

Accepted Fall Consignment Items:

Item(s)	YES	NO
Fall/Winter Clothing	<ul style="list-style-type: none"> ● Clean and mended, good to new condition clothing ● Sizes newborn to junior ● Raincoats, winter outerwear and gear ● Etc. 	<ul style="list-style-type: none"> ● Socks ● Underwear ● Maternity
Children’s Footwear	<ul style="list-style-type: none"> ● Clean, seasonal shoes ● Sports shoes ● Dance shoes ● Rain and Snow Boots 	
Baby Equipment	<ul style="list-style-type: none"> ● Strollers ● Highchairs ● Furniture ● Feeding items ● Etc. 	<ul style="list-style-type: none"> ● Mattresses ● Recalled items ● Food ● Car seats
Children’s Books, Toys, and Games	<ul style="list-style-type: none"> ● Toys ● Games and puzzles ● Ride-on toys ● Stuffed animals (new with tags or have battery-operated component) 	
Sporting Equipment	<ul style="list-style-type: none"> ● Protective gear and other equipment 	

Tagging and Pricing

- Each seller will receive a free *Seller Package* (50 tags, safety pins, and a red pen, if requested) when you submit your *Seller Agreement*. Additional *Seller Packages* are available for sale in the preschool office for \$3. Tags used are white 2 3/4 in. x 1 11/16 in. size (Avery #11021 or #12201) ONLY.
- Clothing items must have a tag safety pinned to the upper left side, or upper right if the item is facing you. (See image below.)
- All other items should have a tag safety pinned or taped in a visible location on the item. If using tape, please do not use packing tape directly on an item that will be damaged when the tape is removed (e.g. books, puzzles, games).
- Tags should include number size, brief description, price, and seller code (first initial of last name and last 4 digits of phone number—see image below for an example)
- Price your item in 50¢ increments.
- Write tags in **RED** ink if you want your items to be sold for 50% off on Saturday. Please consider using red ink if you are donating your items.
- Write tags in **BLACK** ink if you do **not** want your items to be discounted on Saturday.
- Circle your seller code if you will be picking up your items. All remaining items will be donated.



Messiah Moravian Preschool reserves the right to return to you or refuse items that do not meet the above criteria. Any items found to have a stain or hole will be marked 50% off. We will do our best to safeguard your items placed for sale. However, all items remain the seller's personal property. Please understand that MMP cannot be responsible for events beyond our control or lost or damaged items.

Thank you for supporting our sale. If you have any questions, please contact Lindsay Ambler or Sandy Hauser at consignmentsale@mmpreschool.org.