

FALL 2008 SALE INFORMATION
PLEASE READ CAREFULLY!!!

Date: Saturday, October 11, 2008

Place: Russell Elementary School

Time: 10:00am - 1:00pm

Tags are available at the General Meetings, or contact Michelle Galloway, Denise Cohen, or Maggie Songer to pick them up at their houses. **The tags cost \$1.50 per 100 and must be paid for at the time of pick up.** The sale schedule is as follows:

Friday, October 10th

6:00 pm - 7:00 pm - Set-up Committee Only!

7:00 pm - 8:00 pm - Drop off and set up clothing, equipment and toys. Sellers are to put out their own items. The set-up committee will direct you where to put your items, etc. No items will be accepted onto the sale floor after 8:00 pm so please allow enough time to set out your items and depart by **8:15 pm** at the latest! Please be respectful of the set-up committee's time, as they also want to leave. Once merchandise enters the selling floor, it must be held for the official sale. No private deals on Friday night. **BRING A LARGE BOX OR STORAGE CONTAINER MARKED WITH YOUR SELLER NUMBER TO BE USED FOR UNSOLD ITEMS. Please BOLDLY mark ALL SIDES of the container!!**
NO MERCHANDISE WILL BE ALLOWED TO ENTER THE SELLING FLOOR SATURDAY MORNING.

8:15 pm – 8:45 pm - Set-up Committee will look over items and remove anything that does not meet our standards or is the wrong season.

***SPECIAL NOTE:** NO CHILDREN, under the age of 12, during Friday night drop off. This is for the safety of the children!!!!

Saturday, October 11th

8:00am - Set up committee ONLY.

8:30am - 9:15am - **SELLERS ONLY** buying time - no spouses or children will be allowed in the hall during this time. **SELLERS SHOULD WEAR A RED COLORED SHIRT.**

THIS RULE WILL BE STRICTLY ENFORCED!!

ALL SCHEDULED WORKERS MUST REPORT TO THE EXCHANGE COORDINATORS

9:15am - 10:00am - Members shopping time **MEMBERS AND SPOUSES ONLY!!** Please no children.

10:00am - 1:00 pm - Sale open to General Public.

1:00pm – 1:45pm - **EACH SELLER MUST return by 1pm** to collect unsold items. A representative from a designated charity will be there to collect donated items. **It is the seller's responsibility to remove all their merchandise from the selling floor and either bag it for donation or take it home. SELLER WILL**

LOSE PRIVILEGES TO SELL AT NEXT SALE if all merchandise is not taken off selling floor at the end of clean-up. Plan to stay till all items are distributed to seller's bins.

RULES OF SALE

Selling Eligibility and Requirements

Membership dues must be paid for the current club year in order to sell or shop during members shopping time. Sellers must be a member by the Friday after the previous month's General Meeting and must register to sell by the Monday before the sale.

- Sellers must work at least 2 hours on **SATURDAY** and donate one baked good.

A seller's spouse may work 2 hours if you are unable to work. Setting up on Friday night does not count towards your 2 hours minimum work time. Members who are working should not bring their children.

If you are unable to donate a baked good, you will have \$3.00 deducted from your check. Each seller must donate one baked good, i.e. frosted/decorated cake, doz. frosted cupcakes, pan of brownies, 2 doz. cookies, doz. large muffins or 2 doz. mini muffins. **Store bought bakery items will not be accepted.** Wrap muffins separately in sandwich bags or plastic wrap, place cookies in sets of three in baggies or plastic wrap. Tie bags decoratively to make package attractive. Keep in mind that plates or pans will not be returned. **LABEL** your baked good with a sale tag including a brief description and your **seller number**. If you are donating cookies or muffins, attach a sale tag to the group of baked goods not to each bag. **Please sign the sign-in sheet at the Bakers table** (if it is not signed, you will be charged the \$3 bake fee).

- You may sell items belonging to your friends, relatives, etc. however, these items must be tagged with your assigned number. Payment to the non-member is the seller's responsibility.
- **All clothing must be hung.** The Fall sale is for Fall and Winter items only with sizes ranging from Infant to Junior. Halloween costumes are also welcome. No adult clothing, except maternity clothes will be sold. Non seasonal clothes will be removed from the floor.
- Toys must be in proper working order with all pieces. **No stuffed animals** will be sold unless they're interactive (such as talks, shakes, etc.).
- All clothing must be clean with buttons and working zippers intact. Tears and holes must be mended. Items not meeting these criteria will be removed from the selling floor. If the item is something you would not want to put on your own child, or see a friend's child wearing please do not bring to sell. We reserve the right to inspect your items before you set them up to sell.
- **No merchandise will be held for anyone.** If you want to buy more than you can hold, you must purchase the items, take them to your car and then come back and buy more. Please do not remove the bottom portion of the tags from any items on the floor. The cashier/baggier will handle removal at the checkout.

- The club will keep 20% of all sales and \$1.00 for shipping and handling. The remainder will be paid to the seller.
- All sales are **CASH** only * NO IOUs!!! NO EXCEPTIONS!
- Your check will be mailed to you within 2 weeks following the sale. In order to have all checks, tags and tape provided to you in a timely manner and to ensure that all your tags will fit in the envelope the club will provide an envelope for this purpose at the cost of \$1.00 (shipping and handling charge). This will be deducted from your check. Checks not cashed after 90 days will be void.

Tagging and Pricing Items

- All sellers will be assigned a number and this number must be on all or your sale tags. The Exchange Coordinators will maintain a master list of sellers' names and numbers.
- Please sort clothes by size and gender and tag your items as follows:
 - No. 14
 - Item: Girls Blue Flower Dress
 - Size: 3T
 - Price: \$2.50
- Information must be on both the top and bottom section of each tag. The tags come with a string attached therefore allowing the tag to be attached through a buttonhole or around a button or through the brand name clothing tag. They may also be attached with a safety pin. **Absolutely no straight pins will be allowed! DO NOT TAPE THE BOTTOM PORTION OF THE TAG.** Items tagged improperly will be removed from the sale tables.
- All small items such as socks, booties, small shoes, mittens and toys should be placed in clear plastic bags.
- The prices you ask are up to the individual seller. It depends on the quality of the item, the shape it is in and how few items you want to pick up at the end of the sale. If at any time during the sale you wish to mark down your items, please obtain a red pen from the checkout table. Markdowns must be made in red and initialed by the seller. The cashier will not accept markdowns that are not done in this way. Please price items in multiples of 25 cents. Minimum price for an item is 25 cents.
- **All clothing must be hung.** Two-piece clothing items, such as jogging suits, must be safety pinned together to prevent separation.
- We will do our best to ensure that nothing is stolen but we cannot be responsible for missing items. Main Line MOM's will NOT be responsible for any items damaged due to fire or water.