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2019 Fall/Winter Children's Clothing & Toy Resale Seller Instruction Packet

Thank you for choosing the DuPage Area Moms Children's Clothing and Toy Resale. We take pride in the quality of items sold at our resale and would like to continue selling only the best. This starts with YOU, the seller, so **please read all the following information carefully**, and together we can have a successful resale!

While our resale is a great way to put money back in your pocket it is also a wonderful way to help our community too. A portion of the resale proceeds funds a scholarship for a mom who is going back to school at the College of DuPage! We are proud to support a fellow mom who is working hard to take care of herself and her family!

Additionally, the DuPage Area Moms actively supports our community through donations and community service. We believe it is important to use our strengths to work together to be a force of positive good in our community and set a great example for our children.

Thank you for your participation in our resale. It is with you, that we are able to give back to the community!

Resale Information

The resale will be held on Saturday, **September 14, 2019** at The DuPage County Fairgrounds, 2015 Manchester Rd, Wheaton, IL 60187. We are in the Home Economics/Annex Building, first building on the right from the main entrance.

The resale is open to the public on Saturday, **September 14, 2019** from 7:30 am - 12:00 pm. The ½ price sale will be conducted from 1:00 pm - 2:15 pm. \$1.00 admission will be charged for all adult shoppers during the morning only.

NO CHILDREN UNDER 13 YEARS OLD WILL BE ALLOWED ON THE SALES FLOOR DURING THE FRIDAY PRESALE SHOPPING OR SATURDAY BEFORE 1PM. THIS IS FOR THEIR SAFETY. INFANTS IN FRONT CARRIERS ONLY WILL BE ADMITTED.

NO STROLLERS, OTHER THAN THOSE BEING SOLD, ARE ALLOWED ON THE SALE FLOOR DURING FRIDAY PRESALE SHOPPING OR SATURDAY.

Contact Information

Resale website: www.DuPageAreaMoms.org

Resale email: DuPageAreaMomsResale@gmail.com

Resale phone call/text: 630-765-5707

Resale facebook page - please do not send questions to our facebook page as it is not monitored:

<https://www.facebook.com/DAMResale/>.

Please note that we are ALL volunteers and it may take us some time to get back to you when you contact us. Please give us 2-3 business days, Monday through Friday, to respond. Thank you in advance for your patience.



Fall/Winter 2019 Resale Schedule

Seller Registration begins	Saturday, June 1	10:00am www.DuPageAreaMoms.org
FREE Cardstock Pick-up at Panera, 25 Rice Lake Square, Wheaton, IL	Thursday, June 6	6:30pm-8:30pm This is a drop-in when you can event
FREE Cardstock Pick-up at Panera, 2775 Showplace Dr, Naperville, IL	Thursday, July 11	6:00pm-8:00pm This is a drop-in when you can event
FREE Cardstock Pick-up at Panera, 25 Rice Lake Square, Wheaton, IL	Sunday, August 11	2:00pm-4:00pm This is a drop-in when you can event
Resale Q&A/Cardstock Pick-up Bakers Square, 2020 W 75th St, Woodridge, IL	Monday, August 26	7:30pm-9:30pm you may also pick-up FREE cardstock. This is a drop-in when you can event
Last day to sign up for volunteer shifts	Friday, September 6	10:00am the volunteer portion will close, and no new entries or changes will be allowed
Last day to enter items in our resale software	Thursday, September 12	12:00pm (noon) the system will close, and no new entries or changes will be allowed
Receiving Seller's Items Use our online system to sign up for a drop off day	Thursday, September 12	7:00pm-9:00pm
	Friday, September 13	8:00am-11:30am
Super Volunteer Pre-shop	Friday, September 13	4:45pm-6:45pm *new times
Volunteer Pre-shop	Friday, September 13	7:15pm-9:00pm *new times
Resale Day open to the public	Saturday, September 14	7:30am-12:00pm & 1:00pm-2:15pm (half-price sale)
Unsold Items & Seller Check Pick-up*	Saturday, September 14	5:00pm-5:45pm
Seller Reports Available	Monday, September 16	
Checks Mailed	Friday, September 20	

* Items not picked up on Saturday by 5:45pm will be donated to charity. Please note, we no longer call sellers who fail to pick up their unsold items. **Only the registered seller may pick up their check and must present a government issued ID.**

Please note that all sellers are required to volunteer during the resale for at least one 4-hour shift, this shift cannot be shared with another person. Our resale is staffed entirely with volunteers. We rely upon each of our volunteers and sellers to comply with our rules and regulations which include fulfilling the required volunteer shift(s) during the resale. In order for our resale to run efficiently we require a certain number of volunteers each day. We ask that when you sign up for your volunteer shift to do your utmost to fulfill the shift you selected. We realize that changes are sometimes required but ask to keep changes to a minimum. Thank you for your help in making our resale one of the best around!

Rules & Regulations

1. **Sellers must comply with acceptance guidelines as outlined in this document.**
2. The Seller assumes all responsibility for confirming none of their items placed for sale at the DuPage Area Moms Children's Clothing & Toy Resale ("the resale") are, or have been, subject to a recall, as well as that the items do not exceed the lead limits for children's products set by the Consumer Products Safety Commission ("CPSC") and should avoid putting products in the resale that have lead content, unless they have testing or other information to indicate the items being sold have less than the limit set by the CPSC. The seller assumes all liability for selling items at the resale that have either been recalled or exceed the lead limits set by the CPSC. DuPage Area Moms assumes no responsibility.
3. Limit of 350 tagged seasonal items per seller number per resale. If you have more than 350 items, you may register for another seller number. Please note a **non-refundable** registration fee of \$10.00 is charged for



each seller number upon registering. **Each seller number requires the seller to volunteer for one 4-hour shift** (see #9 and #11 below for more information on volunteering).

4. **Only DuPage Area Moms Clothing Sale tags printed from our resale software will be accepted** (please go to our website for our software links www.DuPageAreaMoms.org). **No handwritten tags will be accepted.** All sellers must use the approved cardstock, or your items will be rejected. There are several days where you can pick-up cardstock, **free of charge**, that are listed in our Resale Schedule. If you are unable to make any of the scheduled times to pick-up cardstock then you may purchase cardstock, please see the cardstock information below under Tagging Instructions.
5. Sellers have the option in our software system to have items remain full price for the entire resale or to be marked as half-price, denoted by "REDUCE" on the tag above the price on the right side, during our half-price sale.
6. We have the following graduated percentage back on a seller's sold items:
 - 85% for DuPage Area Moms Resale Committee
 - 80% for Board and Committee members of DuPage Area Moms
 - must be in position by May 1 for Fall Resales and by Nov 1 of prior year for Spring Resales, continue in a position through the month of the resale and be in good standing
 - 75% for DuPage Area Moms members and Super Volunteers
 - 70% for all other sellers
7. Please note the seller drop-off ending times. No seller will be allowed to drop-off their items after Thursday 9:00 pm or Friday 11:30 am. **No exceptions.**
8. **DuPage Area Moms Clothing Sale Committee has the right to reject items to be sold that do not meet the suggested criteria without explanation.**
9. **All sellers are required to volunteer for at least 4 hours or for our Super Volunteer sellers at least 12 hours. Please note that these hours cannot be shared with another person (this is how we staff the resale).** There are no exceptions to this requirement. Any seller who does not fulfill their 4 hours or 12 hours for Super Volunteers or find a replacement for their assigned shift(s) will be assessed a fee of 10% from their total sales, this fee will be deducted from their seller check. After two violations of this policy the seller will no longer be welcome to sell at the resale. **Be sure to read our volunteer policies found in the Resale Policies document on our website www.DuPageAreaMoms.org.**
10. You may sign up for your volunteer shift as soon as you have registered in our software system. **Please note that all volunteer shifts are filled on a first come, first served basis and once a shift is full no additional volunteers may sign up for that shift.** We encourage you to sign up for your volunteer shift(s) right after you have completed your seller registration.
11. If you drop out of selling within two weeks prior to the resale, you must still fulfill your assigned volunteer shift(s) of 4 hours or 12 hours for our Super Volunteer sellers or find someone who will work the shift(s) for you. If you do not fulfill this requirement or find a replacement to fulfill your shift(s) then you will not be allowed to sell at the next resale.
12. **If a problem occurs twice with one seller (please note it can be any problem and not just two occurrences of the same problem), they will no longer be welcome to sell at the resale.**

Seller Drop-Off

To streamline the drop-off process, **sort your items by gender, size and type prior to arriving at the fairgrounds.** This will help make the process go more quickly. **You will need to allow at least 45-60 minutes or more when dropping off your items.** If you wish to leave your empty boxes/bags with us, please do, we need them! *Please keep in mind that everyone involved with this resale is a VOLUNTEER. We try extremely*



hard to run an efficient and orderly resale twice a year; one that is both fun and profitable for all involved, so if your drop-off or pick-up takes longer, please be patient with our volunteers, we are doing our best! DuPage Area Moms is not responsible for lost or misplaced items or items accidentally sorted incorrectly by our volunteers.

Please sign up for your drop-off time on our resale registration software, you can find a link on our website www.DuPageAreaMoms.org. As a reminder, our drop-off times are:

Thursday, September 12, 7:00pm-9:00pm OR Friday, September 13, 8:00am-11:30am

Please note the drop-off times listed. We will not accept any seller dropping off items after 9:00 pm on Thursday or after 11:30 am on Friday. No exceptions.

At Drop-off you will:

1. **FIRST**, check in at the registration table and get your seller number on the waiting list. We will call your number when it is time to check your items in.
2. At the registration table, **you can** elect to **have all your unsold items donated to our selected charity** if you do not wish to return to pick-up your unsold items (**apart from car seats – we cannot donate them, you MUST come and pick-up any unsold car seats**). Otherwise, you will be able to sort through your unsold items on Saturday and place any unwanted items on the donation table.
3. **AFTER signing in, bring all items to the Check-In area.** Once your seller number has been called your items will be checked to ensure that tagging instructions have been followed and that all items meet the guidelines detailed in the following pages. **Please do not leave the fairgrounds until all your items have been reviewed at the Check-In area.** This will also allow you to immediately take home any rejected items. **If items are tagged incorrectly, you will be responsible for redoing them properly so that the item may be placed on the sales floor. If most of your items are tagged incorrectly you will be asked to move to another area to fix them so another seller can have their items checked in.**
4. **Large items will be checked in by one person and then someone else will check in your remaining items.** This may happen at the same time so **please make sure your large items have been approved before you leave.** Most **large equipment items** will have an easier time selling if they are clean and set up for easier viewing (i.e., infant swings). In this case, **please set the item up yourself at the large items check in area. All large items (i.e., items the size of a diaper pail or larger) MUST have 2 copies of the tag attached to the item, please DO NOT tape the 2 copies together because during checkout a buyer will take 1 copy of the tag with them for payment purposes.** Please set up any pack-n-plays yourself at the large items check-in area for a clean and safety check by our volunteers.

Tagging Instructions

1. In our resale software, links found on our website www.DuPageAreaMoms.org, sign in and then go to the Seller Inventory section. More detailed information can be found in the document "Registration and Tagging Instructions" on our website. Below is a snapshot on entering items:
 - a. Choose the appropriate category from the drop-down list
 - b. Choose from the sizes provided in the drop-down list if entering in clothes or shoes
 - c. Enter a Description for Line 1, up to 24 characters. This can be for brand name and/or general item i.e., "Old Navy jeans", "Chronicles of Narnia", etc.
 - d. Enter a Description for Line 2, up to 24 characters. This can have any identifying marks i.e., "Dark blue 5 pocket", "Adjustable waist", "Book #1", etc.
 - e. Enter the price
 - f. Choose to discount for the half-price portion of the sale, or not
 - g. Choose to donate the item if it doesn't sell, or not



- Tags are to be printed on **Neenah Bright White Premium Cardstock 65 lbs, 8.5" X 11"**, manufacture# **91904**, which can be found at Amazon and Office Max/Depot. Please note that Office Max/Depot uses item# 458621. *We are no longer using pink cardstock for full price items. If you have items from previous resales with the pink cardstock tag printed from our online system, it will be accepted.*
- Tags must be attached to **clothing** with **safety pins**. Please only **use safety pins that are 1 inch or longer**, we have found that smaller safety pins do not stay closed. No other method is acceptable including plastic taggers.
- Attach the tag to **non-clothing items** with **CLEAR PACKING TAPE not scotch tape**. If a safety pin cannot be used, place the tape in the same location as the safety pin. **Do not place the tape over the barcode on the tag.**
- When tagging books, place the tag over the manufacturer's barcode on the back of the book**, this will avoid problems scanning the tag during checkout.
- For large equipment, large toys, and hard to carry items (i.e., any item that is the size of a diaper pail or larger), you will need to print two tags for each item. Both tags will need to be attached to the item side by side but not on top of each other as the duplicate tag will be removed when bought.** At drop off, one tag will be marked as a duplicate and that tag will be used in our holding area for buyers to purchase your large item.
- If the packing tape might damage the surface of an item place it in a clear Ziploc-type plastic bag. When using Ziploc-type plastic bags, make certain that the tag is on the **OUTSIDE**, and that the bag is clear. The buyer needs to see what is inside. **DO NOT STAPLE THE BAG. TAPE BAGS CLOSED ALONG THE ENTIRE TOP WITH CLEAR PACKING TAPE (not scotch tape) TO KEEP ITEMS INSIDE and discourage theft.** Do not use "grocery-store produce" weight plastic bags; they tear easily.
- We are unable to provide tax receipts for donated items, but you can print a list of your donated items from My Sale Manager's homepage after the resale for your records.

Suggestions for Pricing Your Items

- ❖ Prices at this resale are generally less than a resale shop. We suggest that you price your items approximately 1/4 or 1/3 of the original price of the item.
- ❖ Be careful when pricing items that you are sentimental about...if it is priced too high, it won't sell.
- ❖ Because they don't stay babies long, we receive a large quantity of infant clothing. We recommend you price these items to sell (i.e., low prices).
- ❖ **Buyers will have the opportunity to open and inspect any item priced over \$50.** They can only do this in the presence of a committee member or super volunteer and only at the check approval table.

Recalled Products

WARNING: The Seller assumes all responsibility for confirming none of their items placed for sale at the DuPage Area Moms Children's Clothing & Toy Resale ("the resale") are, or have been, subject to a recall, as well as that the items do not exceed the lead limits for children's products set by the Consumer Products Safety Commission ("CPSC") and should avoid putting products in the resale that have lead content, unless they have testing or other information to indicate the items being sold have less than the limit set by the CPSC. The seller assumes all liability for selling items at the resale that have either been recalled or exceed the lead limits set by the CPSC. DuPage Area Moms assumes no responsibility. More information on recalled products and acceptable lead limits for children's products can be found at Consumer Product Safety Commission at 800-638-CPSC or visit their web site at www.CPSC.gov. You may also contact Central DuPage Hospital at 630-933-5133 to find out if a car seat has a recall. Another resource for recalled products can be found at We Make It Safer www.WeMakeltSafer.com.



Fall/Winter Acceptable and Not Acceptable Items Reference Table

Please note that this quick reference table is to help you find if something is accepted at our resale, it is not a complete list. If you have a question if an item will be accepted, please take a picture of it and email our resale at DuPageAreaMomsResale@gmail.com. We do our best to catch all not acceptable items during our quality inspection process. If an item is overlooked at drop-off and inadvertently accepted, it will be pulled from the sale floor and will be returned or donated depending on your instructions.

Categories	Acceptable	Not Acceptable
Children's Clothing Items Accepted at Both Spring and Fall Resales	short sleeved t-shirts; short sleeved onesies; sweatshirts; hoodies; football jerseys; fleece tops; short sleeved pajamas with shorts or long bottoms; long sleeved pajamas; jeans; nylon sport shorts; outerwear vests; boy/girl scout uniforms	Please note that uniform shorts are only accepted at Spring Resale. Items submitted for the Spring Resale cannot have winter themes or winter holiday themes (Halloween, Thanksgiving, Christmas, Valentine's Day, etc.). Items submitted to Fall Resale cannot have summer themes or summer holiday themes (St. Patrick's Day, Easter, 4 th of July).
Children's Clothing	long sleeved dress and casual shirts; fall colored short sleeved t-shirts; football jerseys; long sleeved dresses; sweaters and vests; sweatshirts; hoodies; pajamas; bathrobes; boy/girl scout uniforms (but not shorts); nylon sport shorts; long pants; jeans; corduroy; velvet; fleece; outerwear jackets and vests; snow pants; winter gear; Fall/Winter Holiday wear (Halloween, Thanksgiving, Hanukkah, Christmas, and Valentine's Day)	tank tops; short sleeved dresses; non-nylon shorts; uniform shorts; swimsuits; swim shirts; swim cover ups; spring colored/themed sweater vests; windbreakers, raincoats; spring/summer holiday wear (St. Patrick's Day, Easter, 4 th of July); any stained, soiled, excessively worn or odorous items; any damaged items (missing buttons, broken zippers, rips or tears); adult sized or maternity clothing
Socks, Tights, & Accessories	winter socks; winter hats; winter ties; socks; tights; ties; baseball caps; hair accessories; bags and purses; backpacks; watches (must work)	spring/summer hats; watches without batteries; stand-alone jewelry not part of an outfit and attached to an outfit
Dance Clothing & Dress Up	leotards; dancewear; dress-up clothes; Halloween costumes and masks	
Children's Underwear & Training Bras	underwear; boxer shorts; training bras All must be new and factory sealed.	used underwear; used boxer shorts; used training bras
Children's Shoes	winter boots; slippers; sneakers; dress shoes; cowboy boots; dance shoes; sport cleats (indicate sport on tag)	sandals; crocs; water shoes; rain boots; foam flip-flops; women's size shoes 7+; men's size shoes 13+
Sporting Equipment Accepted at Both Spring and Fall Resales	basketball; baseball; cricket; dance; football; golf; hockey; lacrosse; soccer; racquet sports; volleyball; etc.	Please note: pools accepted at Spring Resale only sleds accepted at Fall Resale only



Fall/Winter Acceptable and Not Acceptable Items Reference Table

Please note that this quick reference table is to help you find if something is accepted at our resale, it is not a complete list. If you have a question if an item will be accepted, please take a picture of it and email our resale at DuPageAreaMomsResale@gmail.com. We do our best to catch all not acceptable items during our quality inspection process. If an item is overlooked at drop-off and inadvertently accepted, it will be pulled from the sale floor and will be returned or donated depending on your instructions.

Categories	Acceptable	Not Acceptable
Linens & Bedding	car seat covers; shopping cart covers; sleeping bags with kid theme; twin and full sheet sets; twin and full bedding sets; twin and full comforters; curtains and valances (must be packaged with a bedding set)	crib sheets; crib bed sets; bassinet sheets; pack-n-play sheets; receiving blankets; baby blankets; toddler sheets; toddler blankets; infant towels; hooded towels; bath towels; washcloths; standalone curtains and valances
Infant Items/Toddler Items	New and unopened diapers (cloth & disposable), diaper covers, rubber pants, teething, pacifiers, nipples Gently used bottles; bottle warmers; infant flatware and dishes; training and sippy cups; children's placemats; children's hangers; baby-proofing items	open/used diapers (cloth & disposable); used diaper covers; used rubber pants; used nipples; used teething; used pacifiers; breast pumps; sippy cups with rubber mouthpieces or bite/scuffed mouthpieces
Baby Equipment	bassinets; pack-n-plays; toddler beds; baby gates; high chairs; changing tables and pads; rocking chairs; strollers; baby carriers; infant swings; excersaucers; jumperoos; diaper pails; potty chairs	cribs; breast pumps; mattresses; battery operated items that don't work
Children's Outdoor Equipment	sand & water tables; sand boxes; playhouses; small slides; riding toys; wagons; tricycles; infant bicycle trailers; toddler bicycle seats; bicycles	playground sets and swing sets
Car Seats & Booster Seats	car seats and booster seats must have the manufactured date sticker of less than 5 years old and have not been involved in an accident	car seats and booster seats older than 5 years or have been in an accident; car seats and booster seats missing manufacture date sticker
Books	children's books; parenting books; pregnancy books	magazines; comic books; valentines; school supplies (notebooks, binders, etc.)
DVDs, Video Games, Software, CDs, & Cassettes	movies rated G, PG, or PG-13; video games rated EC, E, E10+, or T; music for children only	VHS tapes; R rated movies; M or AO rated video games
Toys, Games, & Puzzles	play kitchens; play workbenches; dollhouses; dolls; action figures; toy vehicles; train tables; building toys; children's games; children's puzzles; children's sport equipment	games for adults; puzzles for adults
Electronic Devices	kid themed lamps; kid themed clocks; Nintendo DS; LeapPads; VTech	TVs; DVD players; VCRs; iPods; iPads and tablets; smartphones; any non-kid themed devices



How to Prepare Your Items

Sort through your items and check for tears, stains, missing buttons, etc. Make sure that all zippers and snaps work properly and fasten all buttons, snaps, and zip zippers. Then attach the tag to clothing with a SAFETY PIN 1 inch or longer in the upper right corner of the garment as it is facing you (see illustration below). Place the pin where indicated on the tag (left side of the perforation - "Pin Here").

For Stains Try:

8 cups very hot water, ½ cup powdered dishwasher detergent, and 1 cup Clorox 2 powdered non-chlorine bleach. Mix well, check for colorfastness, and soak like-colored garments overnight. Or you may try: Mixing powdered Tide with water to a paper-maché consistency. Leave on stain for 24 hours then wash. **DO NOT USE Tide with bleach.**

Categories:

Below are the categories listed in the software system. **Please note, Swimwear is only accepted at the Spring Resale. Also, Halloween Costumes and Mittens/Gloves are only accepted at the Fall Resale.**

Accessories - Boys
Accessories - Girls
Baby Equipment
Backpack - Boys (Hanging)
Backpack - Girls (Hanging)
Bedding - Full Size
Bedding - Twin Size
Books
Car Seats
Cassettes
CDs
Clothing - Boys
Clothing - Girls
Coats - Boys (Hanging)

Coats - Girls (Hanging)
Computer Games
Costumes (Hanging)
Crafts
Dancewear (Hanging)
Diaper Bags (Hanging)
Dinnerware
DVDs
Furniture
Games
Hats - Boys
Hats - Girls
Miscellaneous
Mittens/Gloves

Purses (Hanging)
Puzzles
Room Décor
Shoes - Boys
Shoes - Girls
Socks - Boys
Socks - Girls
Sports Equipment
Strollers
Swimwear
Toys
Video Games



Sizes:

The sizes for clothes that we use are in the order you will find them in the software system (sorry we aren't able to change the order):

Kid's Sizes - Clothes
10
11
12
12 Months
13
14
16
18
18 Months
2
24 Months

2T
3
3 Months
3T
4
4T
5
5T
6
6 Months
6X
7

7X
8
9
9 Months
Girls 20
Girls Jr 0
Girls Jr 00
Girls Jr 1
Girls Jr 3
Girls Jr 5
Girls Jr 7
Newborn

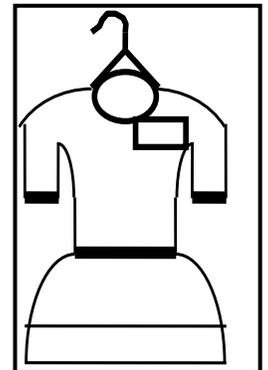
Girls: newborn, 3M, 6M, 9M, 12M, 18M, 24M, 2T, 3T, 4T, 5, 6, 6X, 7, 8, 10, 12, 14, 16, 18*, 20*, Jr00, Jr0, Jr1, Jr3, Jr5, Jr7

Boys: newborn, 3M, 6M, 9M, 12M, 18M, 24M, 2T, 3T, 4T, 5, 6, 7, 7X, 8, 10, 12, 14, 16, 18

*Justice stores carry girl's sizes 18 & 20

Hanging Items:

Use standard WIRE hangers only (i.e., hangers from the dry cleaners) and secure with safety pins. **Please hang all formal outfits, dress shirts, jackets, snowsuits (Fall Resale only), all dress-up clothes, leotards and dancewear, backpacks without wheels, bags and purses with straps.** Hang them with the open side of the hanger to the left (as shown). It looks like the top of a question mark. Secure hanging items using safety pins at least 1 inch or longer.



Multiple-Piece Clothing Items:

Pin multiple-piece items at each shoulder! This means shoulder to shoulder or shoulder to waist. Please avoid pinning through elastic waistbands as it may compromise the elasticity. **We discourage the use of small safety pins please make sure they are at least 1 inch in length.** We also discourage pinning multiple unrelated items together.



Shoes:

The sizes for shoes that we use are in the order you will find them in the software system (sorry we aren't able to change the order):

Kid's Sizes - Shoes
1
1 1/2
10
10 1/2
11
11 1/2
12

2
2 1/2
3
3 1/2
4
4 1/2
5
5 1/2

6
6 1/2
7
7 1/2
8
8 1/2
9
9 1/2

Girls up to 6Youth & Boys up to 12. Only shoes in **like-new condition** will be accepted. As a guideline, if the shoes were your child's everyday shoe and were worn for over a month, they are probably not acceptable. Use plastic lock ties or safety pins to secure shoes together, not a plastic bag, rubber bands, or packing tape. Shoes in plastic bags do not sell and will not be accepted. Packing tape is easily separated from shoes and leaves a residue. If you need help in attaching loafers together, please bring them to drop-off and someone will help you. We also accept sport and dance shoes such as tap, ballet, etc. **For sport cleats, please specified the sport as they differ for each sport.**

Why do we only accept girl's shoes up to 6Youth? Because women's shoes run approximately 1.5 sizes larger than youth size shoes therefore, a women's size 7 shoe would be closer to 5.5Youth size shoe. This doesn't occur moving from the boys/youth to men shoe sizes.

Bedding & Linens:

Must be in like-new condition ONLY. **We will accept the following with a children's theme:** twin and full sized sheet sets, twin and full sized bedding sets, twin and full sized comforters, and sleeping bags. Only curtains and valances that are packaged in a bedding set will be accepted. **We do not accept infant towels, bath towels, washcloths, hooded towels, baby blankets, crib or toddler sized bedding of any kind.** Kid themed swim towels will be accepted at the Spring resale only.

Baby Gear & Equipment:

Bassinets, strollers, infant swings, pack-n-plays, etc. Most **large equipment items** will have an easier time selling if they are **clean** and set up for easier viewing. Put instructions and small pieces (remotes) in a clear Ziploc-type bag sealed with clear packing tape (not scotch tape) and fasten securely to the item (plastic lock ties work well for securing parts, reinforce a hole punched in the side of bag with packing tape). **Items in boxes do not sell;** you will be asked to remove the item from the box unless the box is **FACTORY SEALED** with a brand-new item and has a picture on the box. **Make sure all battery-operated equipment has working batteries installed including any remote controls.**

Pack-n-plays

You will need to open them up at drop-off at the large items check-in area for a clean and safety check by our volunteers. Due to floor space limitations, after inspection you will have to break it down again to be placed on the sales floor.



Bottles & Sippy Cups

Please remove any nipples that are **not in the original unopened package**. We do not sell any used sippy cups that have bite/scuff marks or a rubber mouthpiece.

Books, DVDs, Video Games, Cassettes/CDs, & Software:

Books

Books taped or tied together with string or rubber bands will not be accepted, place multiples in a Ziploc-type bag or use stretch wrap film (type used for shipping not the type for food). Please only bag books together that are part of the same book series (i.e., Magic Tree House, American Girl, etc.) and place in a clear Ziploc-type plastic bag or secure with stretch wrap film. Do not staple the bag, instead use clear packing tape (not scotch tape) to tape the bag closed and to tape the tag on outside of the bag. **For a single book carefully tape the tag using clear packing tape to the back of the book covering the manufacturers' barcode to avoid problems during scanning at checkout.**

DVDs, Video Games, Music, & Software

Please make sure all DVDs, Video Games, cassettes, CDs, and software items are complete and in working order **(think of how disappointed you would be if you bought an item that had a missing or damaged DVD, Video Game, CD or software program)**. Be sure and tape the DVD, CD and software boxes shut to discourage theft.

Toys:

Make certain that items are in working order and are **CLEAN AND COMPLETE** **(think of how disappointed you would be if you bought a toy that had missing or damaged pieces)**. Please keep in mind that we will need to ensure **that all battery-operated toys work (i.e., have working batteries installed)**; package the toy so that it is easy to test during the inspection process. **Remember to clean all outdoor items such as slides, playhouses, riding toys, bikes, etc.**

Games

Must include instructions. Tape the box shut on two sides to keep items inside.

Board Puzzles

Must be placed in Ziploc-type bags to contain all the pieces and prevent destroying the picture when removing tape. For large board puzzles, you may need to use two Ziploc-type bags placed on opposite ends and taped together. **Do NOT use "grocery-store produce" weight plastic bags or cling wrap/press-n-seal;** they tear easily and items fall out. Instead use clear Ziploc-type bags and clear packing tape (not scotch tape) to **tape bag closed along the entire top to keep items inside** and then **tape the tag on the outside of bag.**

Outdoor Equipment

Needs to be clean and free of water (drill a hole in the bottom if needed to drain accumulated water). Most **large equipment toys** will have an easier time selling if they are **clean** and set up for easier viewing (if it is an outdoor playhouse please disassemble it, attaching a picture of it set up may help it to sell).

Bicycles

For bikes please list the size of the bike on your tag. The size of children's bikes is the diameter of the bike wheels and usually can be found on the tire, children's bike sizes range from 12" to 24".

Jewelry:

We no longer accept stand-alone jewelry except for children's watches (must work). Jewelry that is part of Halloween costumes (Fall Resale only) and outfits will be accepted. Place jewelry and any other accessories



in a Ziploc type bag, tape the bag shut with clear packing tape (not scotch tape) and pin the bag to the outfit or Halloween costume.

Specialty Character, Stuffed Animals, & Promotional Items:

(e.g., Happy Meal toys) in like-new condition. However, we will stop accepting them if we begin to get more than we can handle. We no longer accept free diaper bags. **Please note that all promotional items and stuffed animals not sold during the sale will be donated to our selected charity.** No exceptions.

Car Seats & Booster Seats:

Must be less than 5 years old. Car seats and booster seats must have the manufactured date on it to be accepted. Please print and attach our Car Seat form found on our website (www.DuPageAreaMoms.org), which states the car seat has NOT BEEN INVOLVED IN AN ACCIDENT. **Also, if the car seat or booster seat does not sell, you will be responsible for coming to collect it. BY FEDERAL MANDATE, WE CANNOT DONATE USED CAR SEATS OR BOOSTER SEATS.**

Seller Pick-Up

We are required to vacate the premises by 6:00 pm. If you need to reach us during Friday or Saturday of the resale, please call or text us at 630-765-5707 and leave a message and someone will get back to you as soon as we can.

PICK-UP: Saturday, September 14, 2019, 5:00 pm to 5:45 pm. Please note we are no longer calling sellers who fail to pick-up their unsold items. ITEMS THAT ARE NOT PICKED UP BY 5:45 PM ON SATURDAY WILL BE DONATED TO CHARITY. NO EXCEPTIONS. Registered Sellers may pick-up their check during this time. **Please note, only the registered seller may pick up their check and must present a government issued ID.**

While waiting to pick-up your items, please take some time to look over the items on the table with unidentifiable items (missing tags, parts of items, etc.). All unidentified items left at the resale after seller pick-up ends will be donated.

We will bag and/or box all your unsold items for your convenience at pick-up. **When picking up your unsold items, please remember to also pick-up your large items.** We will note them on a card given to you along with your bag(s) of unsold clothing and box(es) of non-clothing items. All reports will be made available online by Monday, **September 16.**

***Thank you so much for participating in our resale!
With your help we can fund a scholarship for a mom at The
College of DuPage! Thank you!***

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