



DROP OFF AND PICK UP PROCESS

Drop Off:

- 1.) Log into your account and make an appointment to drop off your tagged items. All clothing must be on hangers.
- 2.) Enter the venue and sign in at the check in desk.
- 3.) Place your clothing on a rolling rack and your shoes in a bin and bring them to an inspection station. Reminder they should be sorted by gender and size. Clothing and shoes will be inspected on-site and items not accepted will be put on a quality issue rack that will be available for you to review at pick up if you choose to. You do not need to wait while your clothing/shoe items are inspected.
- 4.) Now place all your non clothing/shoe items out in the appropriate section on the sales floor. Toys, books, baby equipment, nursery, etc. Our team is there to guide you. These will be inspected on the sales floor by our team during our final set up.

Pick Up:

- 1.) If you are not donating your unsold items, you will need to come and pick them up on the last day of the sale at the time designated in the email that will be sent to you sale week. We will also have this time posted at check in as a reminder.
- 2.) We will do the final sold upload before pick up. You might want to print out your unsold inventory so you know what you are looking for. You will need to locate your items you want to pick up on the sales floor. We highly recommend donating unsold inventory so you don't have to come back to the venue for pick up and locate your items. Those that donate all shop before workers and you will get a donate receipt/report of your donated items.