

with JBF Houston-Kingwood | Atascocita







Let's do this together!

If you've got kids... you've got clutter! At JBF you can sell all of your outgrown children's items in one place, at one time... AND earn top dollar!

If you're a First-Time Seller, you'll find everything you need to know —right here in this Guide—to help you turn your outgrown kid items into CA\$H.





Gather











Drop Off





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Average consignors sell over \$345!

Consignors earn 60% less a \$13.50 consignor fee

 \star We offer seasonal positions starting at \$9-10 per hour based on previous JBF sale experience

.plus, consignors & team members shop plus get a FREE presale pass and 2 guest passes!





Team Member Applications Open January 3, 2024





Consignor Schedule





Kingwood/Atascoci

THE GYM I 2325 ATASCOCITA RD. I HUMBLE 77396

CONSIGNOR & TEAM SCHEDULE- SPRING 2024

MON **FEB 19**

Unload & Setup at Venue

1pm-6pm



Team Shifts

5 hour shifts available

TUE

FEB 20

Express Consignor Drop Off

By Appointment 9am-6pm

Consignor **Drop Off**

By Appointment 10am-7pm MUST be out of building at 8pm

Team Shifts \$60 Drop Off shift 5 hour shifts available

WED FEB 21

Team Members Shop + 2 guests

9am Entry Ticket Required



Sellers Shop + 2 guests

10am Entry Ticket Required*



Social Ambassador Shop + 2 guests

10am Entry Ticket Required* **MUST complete Social** Ambassador program

Social Ambassador or Seller OR code serves as your presale ticket.

**QR code may be shared with 2 guest each day for entry.

THUR FEB 22

Open to the Public

9am-8pm





2nd Drop off 🗸 😢 4pm-7pm **Large Items, Toys** and Shoes ONLY

Check in at HOLD desk

FRI **FEB 23**

Open to the Public

2nd Drop off

Large Items, Toys

Check in at HOLD desk

Team Members and

Social Ambassadors

+ 2 guests Shop

Tickets Required*

Tickets Required*

Sellers Shop

+ 2 guests

4pm entry

and Shoes ONLY

Half Price

PreSale

3pm entry

9am-10am

9am-8pm



Sort Team Shop

SAT

FEB 24

Public Half

Price Day

9am-2pm

1pm -2pm



Sort

3pm-9pm



available

*Seller pickup after Sort for those working Sort shift

SUN **FEB 25**

Consignor Pick Up

9am-11am



Breakdown

9am -2pm





5 hour shifts available

Join the Team!

JBF Kingwoodl Atascocita offers seasonal positions for sale week starting at \$9/hour. Team Member applications open January 3, 2024.





@jbfkingwoodatascocita

kingwood.jbfsale.com







STEP #1 Register

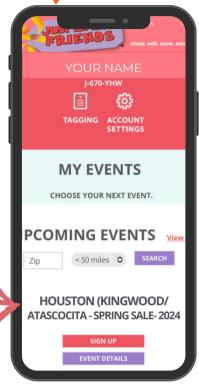


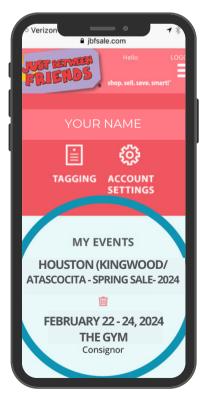
First Things First: REGISTER

Returning consignors, **CLICK HERE** to log in.

New consignors, **CLICK HERE** to create a JBF profile.

Find our upcoming Houston (Kingswood/Atascocita) sale and click "sign up".





Ensure that you registered properly!

The upcoming sale should now appear under "my events".



How to Sign Up to Sell YouTube video



After registering on the tagging website, you will receive an email with a LINK to make your drop off appointment & prepay your consignor fee!

STEP #2 Gather





Kids Grow Fast!

Sell your outgrown clothing, shoes, toys, books, games and so much more! Don't forget to check ALL OVER your home!

You will find graphics on the following pages about what we ACCEPT and what we DO NOT ACCEPT at the sale.

Remember that JBF sales are seasonal. While we are an All-season sale, fall & winter items sell better at the September sale!

Check all over your home!

Bedrooms

clothing + shoeslamps + 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
- rockers + bouncers
- changing tables

Feeding supplies

- new pacifiers
- dishes + lunch boxes
- sippy cups + boosters
- safety items

Outdoor toys

- bikes + trikes
- scooters + skates
- ride-on toys
- playhouses



Mhat We Accept

CLOTHING, SHOES & ACCESSORIES

TOPS

Short and long-sleeved: onesies and shirts



BOTTOMS

Leggings, long pants, jeans, shorts and skirts







PAJAMAS

All pajamas, sleepers and sleep sacks









NO THANK YOU ITEMS

X USED underwear

X stained clothing

X holes in clothing

X adult clothing (maternity accepted)

X adult accessories

X adult shoes

SHOES

Sandals, rain boots, Crocs, flip flops, athletic, & water/swim shoes



OUTERWEAR

Jackets, coats sweatshirts and sweaters



SWIMWEAR

Swimsuits & accessories



DRESSES

Dresses and rompers







OUTFITS

Items sold in a set



SORT CLOTHING BY CATEGORY

At drop off, you will place your clothing items on racks after inspection according to:

- Gender
- Size
- Category

SAVE TIME by sorting your items prior to drop off in this order when loading up.

Remember to look over you items for stains, pilling, holes and broken zippers to speed up your inspection appointment.

Tem Limits

10 TAGS

MATERNITY CLOTHING

Limited to your best 10 maternity items. Must be maternity items (no regular women's clothing). All seasons of maternity accepted.

20TAGS

TEEN/ JUNIORS CLOTHING

Limited to your best 20 juniors items. Must be juniors styles and brands current within the last 5 years. No regular women's/men's clothing. Mall brands preferred - American Eagle, Lululemon, Nike, Under Armor, etc..

10 TAGS

BEDDING & BLANKETS



10 TAGS

MOMMY MART

NO GLASS ITEMS!!



Limited to your best 10 best items. No GLASS items this sale.

5

PLUSH TOYS

TAGS



Limited to your best 5 stuffed animals. No limit on licensed, i.e. Disney, Squishmallow



ONESIES

ONESIES MUST BE PART OF A BUNDLE/OUTFIT

i.e.- bundle of 2-3 onesies together or outfits including onesie/pants. We are no longer accepting single onesies.

ther Items We Accept

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

FEEDING:

Plates, cups, utensils NEW nipples & pacifiers bottles with used nipples removed, manual breast pumps, used breast pump accessories (except tubing must be new)













STUFFED ANIMALS:

Licensed character (like Disney, etc) or animated/ electronic stuffed animals, Build-A-Bear







BEDS/SLEEPERS:

Cribs, toddler beds bed rails, co-sleepers bassinets







BOOKS:

Soft, board picture, chapter, educational, tween, homeschooling







Please ensure all items have working batteries and all parts/pieces necessary for operation.

Please ensure items are clean, complete and current!



"NO THANK YOU"

- **X** formula
- X food
- **X** medicine
- **X** USED open-system breast pumps
- **X** breast pumps provided by insurance
- **X** USED pump tubing
- X USED nipples & pacifiers
- **X** basic stuffed animals
- **X** infant sleep products that are not compliant
- **X** boppy loungers
- **X** drop-side cribs
- **X** ALL crib bumpers
- **X** baby wedges/sleep positioners
- **X** full+ size beds
- **X** full+ size bedding
- **X** adult books
- **X** cookbooks
- **X** self-help books
- **X** R-rated DVDs
- **X** adult content DVDs
- **X** VHS tapes
- **X** CDs

Ether Items We Accept

INFANT ITEMS

Carriers, boppy pillows, diaper bags, swaddlers, nursing bras, breast milk storage, infant safety items, baby monitors, diapers



TOYS

For infants - teens electronics sporting equipment



PUZZLES/GAMES/CRAFTS

wooden/cardboard puzzles all pieces/parts present boxed crafts only (no bags please)







ROOM DECOR

Children's room & bathroom decor Mobiles, sound machines Changing pads









X items that are very old/vintage

X outdated styles

X porcelain dolls

x happy meal and Dollar Store toys

POTTY/BATH

Clean potty seats Diapering accessories Baby bath tubs, towels







MOMMY/DADDY MART:

Brand new small kitchen appliances, like-new serveware, bakeware, brand new dishtowels, wall art, clocks & decor (NO linens, curtains or frames) -- think items you would find at Home Goods, like-new tools, BBQ sets.

NO GLASS ITEMS

**all items must be less than 5 years old. MAX 10 items per consignor



"NO THANK YOU"

There are some items we know we cannot sell, no matter what the season due to safety concerns.

X items with stains (no matter how small the stain is)

X items with rips/tears/holes

X items with excessive fading or pilling

X items that are dirty, have scribble, etc

X items missing parts or pieces

X items not in full working order

Ether Items We Accep

These items are a "YES!" at any of our sales (and we sell 90% of these items)! Safety First: All items must meet safety standards. Please check for recalls and be sure all safety straps are included.

Theses items require a "large item claim ticket". See Consignor Guide for details.





SAFETY CONCERNS

Due to safety concerns/risks, the following items are not accepted or restricted. See details below..



Incline Sleepers

Due to risk posed to infants, incline sleepers can no longer be accepted at Just Between Friends sales. A notice was provided by the CPSC on November 11, 2018 in which these sleepers were deemed unsafe after repeated incidents of infant suffocation.



Cribs made before June 28, 2011

All Cribs made before June 28, 2011 are no longer considered safe for infants—that includes all dropside cribs as they pose significant risks to infants. They cannot be sold or donated.

For cribs manufactured on or after June 28, 2011, a completed **Crib Waiver** is Required. Download crib waiver **HERE**.



Crib Bumpers

All types of Crib Bumpers are no longer considered safe for cribs. These will not be accepted or sold at Just Between Friends Sales.



Car Seats

- Must have I full year of use left before expiration
- Must include waiver AND manual for each component (i.e. car seat and base need separate manuals and waivers even if sold together)
- Find the car seat waiver <u>HERE</u>



Safety Matters

TOP 10 SAFETY ALERTS



Bumbo Seats



Chico Pollly High Chairs



4moms MomaRoo & RochaRoo



Summer Infant Baby Bather



Boppy Lounger



Infantino Infant Carriers



All Crib Bumpers



All Incline Sleepers



Macleran Strollers



B.O.B. Strollers

INFANT SLEEP PRODUCTS



JBF accepts cribs, bassinets, cradles, bedside sleepers, and play yards that meet current Safety Standards set by the Consumer Product Safety Commission and JBF quality/condition standards.

For all other items marketed or intended to provide a sleeping accommodation for an infant up to 5 months of age, the product must have a stand, meet stability requirements, and have a side height of at least 7.5 inches.

All other infant sleep products are not accepted for resale at JBF.

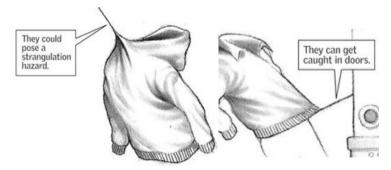
HELP STOP TIP OVERS



All furniture over 27-inches

will be sold with safety straps to anchor furniture to the wall safely. We will provide safety straps for your items when you drop it off at the JBF sale.

DRAWSTRING SAFETY



Upper Outerwear WAIST Drawstrings

should be 3-inches or shorter and sewn to garment at mid-point so string cannot be pulled to one side.

Upper Outerwear NECK Drawstrings should be removed completely.

Supplies





You will need a few basic supplies to get started!

All of these supplies can be found at office supply stores, craft stores, the Dollar Store, or use the clickable Amazon links below! Use your own printer or print at OfficeMax, shipping stores, or the local library!

WHITE CARDSTOCK Get on Amazon HERE. Also found at Office Supply & Craft stores!

TAGGING GUN OR SAFETY PINS Tagging gun on Amazon **HERE**. Please read the Tagging Gun Guidelines **HERE** to ensure you do not damage your items!

Safety pins on Amazon **HERE**. Also found at craft stores, Walmart & the Dollar Store.



HANGERS We accept any type of hangers! Many stores will give them away for free - Old Navy, Carters, etc. Dry cleaners recycle them. Ask friends/family!



Get zip ties on Amazon **HERE**. Also found at hardware store & Dollar Tree!

Get curling ribbon on Amazon HERE. Also found at craft stores & Dollar Tree!



PAINTER TAPE & Get tape on Amazon HERE. Also found at hardware store & Dollar Tree!

















STEP #3 **58**





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.

SELL the items that meet these 4 C's:

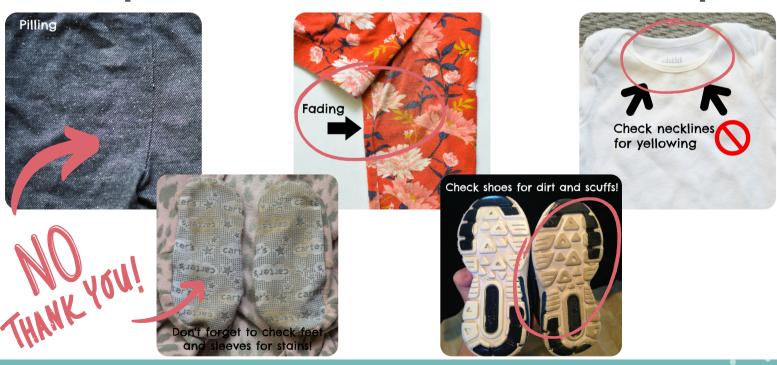
CLEAN no stains, rips, pilling, excessive wear, smoke/pet odors

CURRENT- no outdated styles, appropriate season

COMPLETE- no missing pieces

COMPLIANT- no recalls, all safety straps present

Examples of items we are NOT able to accept:







STEP #4 TUSPOEC/

Wash & Clean ALL Items

The newer it looks, the better it sells. A guick wash, or wipe down might be all it takes to get your items sale ready! Shoppers want to buy items in great condition for their family to use and enjoy!

Wash all clothing, bedding, and cloth items on equipment. Wipe down all non clothing items and clean shoes thoroughly. Magic Erasers work really well on shoes!



ITEMS TO DOUBLE CHECK:

ALL SHOE & SOCKS BOTTOMS **OUTDOOR TOYS** BABY/INFANT TOYS PACK & PLAYS HIGH CHAIRS & BOOSTERS **STROLLERS CARSEATS & BOOSTERS POTTY CHAIRS** SIT IN BOUNCERS **BABY WALKERS**





















STEP #5 Pice 108



We recommend pricing at 1/3 of retail!

Shopper-focused pricing - Ask yourself, "What price would make me buy this item without hesitation...and brag about my bargain to my friends?"

<u>Examples:</u>	Bargain Brands	Mall Brands	Boutique Brands
PJs	\$2-3	\$3-4	\$5+
T-shirts	\$1-2	\$2-3	\$4+
Jeans	\$2-3.50	\$3-5.50	\$6+
Dresses	\$2.50-4.50	\$3.50-6	\$6-8+
Sneakers	\$3-6	\$4-7	\$8+

Bargain brands = Cat & Jack, Garanimals, Cherokee, etc (retail \$4-10) Mall brands = Carter's, Children's Place, Department store brands (retail \$6-15) **Boutique brands** = Crewcuts, Mudpie, Janie & Jack, Matilda Jane, RuffleButts



Price **HIGHER** for: new with tags, big kids/juniors sizes



Price **LOWER** for: baby sizes under 12 mo, maternity



Pricing TIPS:

- ✓ Create sets or bundles. Put outfits together if they were purchased together, or a set of same-size onesies. Bundle 6 pair of socks together, or several superhero figures. Shoppers love it, and you only have to create one IBF tag!
- ✓ Price nonclothing items (toys, books, games) at 1/3 of retail price!

Pricing VIDEO!

Still unsure about pricing?? Watch our pricing how-to video **HERE.**







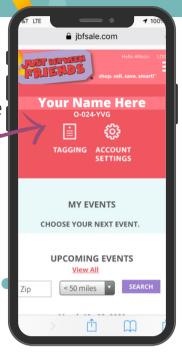
STEP #5 Creating Tags

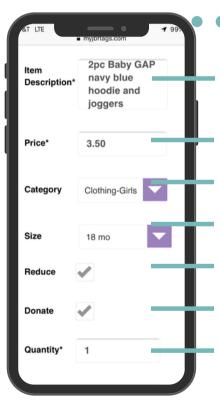


Where to Create Your Tags

Now that your items are inspected and bundled, it's time to log in to your IBF Profile and enter your tag data.

- 1. www.myjbftags.com
- 2. login
- 3. click on TAGGING





Creating TagsInclude brand, colors, number of pieces included

You choose the price

Choose the category that fits best (leave blank if you can't decide)

Indicate size for clothing and shoes

A check mark here will allow your item to reduce on 25% off and 50% off day

A check mark here will allow your item to be donated if unsold

This feature is if you have more than one of the exact same item and want to create several tags at once



How Reducing & Donating Helps Your Items Sell!

TIP! Talk-to-Text

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





Rinting Tips





Port have a printer?

amandahenery@jbfsale.com



Printing your tags:

Print tags on 8.5"x11" white cardstock (not regular paper) Tags automatically print 9-per-page.

- 1. Select checkboxes next to the tags that you want to print.
- 2. Hover over "print tags" and select "PDF".
- 3.***once printed tags cannot be altered without REPRINTING them!

NOTE: if you are printing from a mobile device you will have to print in HTML format. We DO NOT recommend printing in HTML format as it creates scanning issues at the register (tags are a little smaller)

You can also download the PDF of tags and take to OfficeMax, a shipping store, or your local library for printing. Bring your own cardstock to save \$\$!



Printing trouble?



Is your Adobe PDF up to date? You can download the latest version for FREE!

Printing works best in FIREFOX. Try a different web browser!

When using a Mac, you may have to download tags first, then print from the download. Try Google Chrome if you are using a Mac.







STEP #6 Selo-





Preparing Your Items & Attaching Tags

Now that your IBF tags are printed, cut them apart and sort them by gender, type and size to make this step go smoother.

TOYS & ITEMS WITH LOOSE PIECES



- Tag is attached securely with lots of tape or a zip tie + tape
- All pieces secured together in a ziploc bag. Bag taped shut
- Must have all pieces and must have working batteries!













STEP #6 Selo



CLOTHING



Hanging & Tagging Clothing

All clothing should be hung (besides onesies & sleepers up to 24 months, which can be bagged in a ziploc. We recommended hanging though!)

Hanger should look like a "?"

Tag should be attached in the upper left corner, or the manufacturer's tag if using a tagging gun





Tagging Gun

If you use a tagging gun to attach JBF tags, only puncture the manufacturer's tag or an inside seam (at the neckline or left armpit) so that you do not damage the fabric.









STEP #6 BROWN



CLOTHING & ACCESSORIES





Creating Outfits & Bundles

It's okay to bundle items into sets. All items on a hanger must be the same size Hang one item on the hanger, then secure pieces to hanger using safety pins.





Bundling in Bags

Multiple onesies—that are all the same size & **stain-free!**—can be folded neatly and placed in a bag. Tape bag closed and securely tape the tag to the outside.

Same with **socks & accessories** like hairbows & infant mittens. Lay items flat & squeeze the air out of the bag. Tape closed. Attach tag securely. Bigger accessories like a baseball cap do not need to be bagged. Just attach the tag with a safety pin or tagging gun!





STEP #6 DSelo-







Shoes

Shoes should be in like-new condition with no scrapes, worn toes, dirt or scuff.

Attach shoes together securely with a zip tie or curling ribbon.







STEP #6 USeld



BOOKS, GAMES, **PUZZLES & CRAFTS**

Tape

Only use painter's or masking tape on books, games, puzzles so that the cover is not ripped when the tape is removed.

Bundling Books

We recommend selling books singly BUT if you have books of the same author or theme, you can bundle them together using a ziploc bag or curling ribbon

Games, Puzzles, Crafts

Ensure all pieces are present. Crafts must be sold in boxes; no bagged crafts please.

Peg puzzles can be wrapped with plastic wrap and taped closed (see photo)

















STEP #6 PROP



BEDDING & BLANKETS

Sheets & Receiving Blankets

Can be bagged in a ziploc or rolled up and tied with a ribbon. Please check for stains!

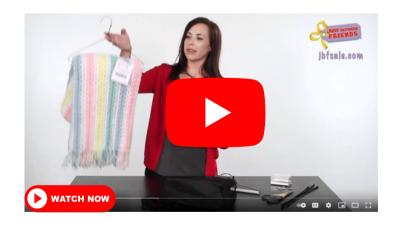
Blankets

Baby blankets or throw blankets can be draped over a hanger and pinned underneath so it doesn't fall off (see video)

Bedding

Larger bedding sets can be placed in an XL ziploc or bedding bag (you can find bedding bags at the Dollar Tree!)

















STEP #6 President



Large Item Claim Tickets



We provide **Yellow Claim Tags** for large items that might be too big or heavy for shoppers to carry with one arm. Yellow Tags will be available at Consignor Drop Off or at Tagging Supply Meets. **Secure & attach multiple parts** and print extra tags with counts added to description (1 of 3, 2 of 3, 3 of 3) so shoppers know what belongs with your item.







Items that require a claim ticket include: baby equipment, strollers, pack n plays, furniture, outdoor toys like bikes and sandboxes, activity tables, walkers, jumpers, kitchens, vanities, cozy coupes, toy organizers, easels, train tables, shopping carts, ride on toys, car seats, bassinets, or any items of similar size!

Pro Tip- Keep your large item tags separate (do not attach to items) so you can easily create your Yellow Claim Tags at Consignor Drop Off.





claim ticket



P-066 -YMT



Let's Get Your Items Packed Up



You did it!

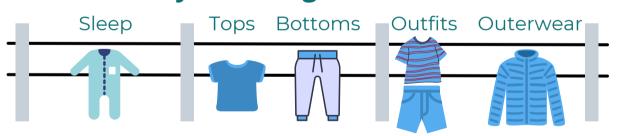
Now that your items are tagged, you'll want to pack items organized by type and clothes by gender, size and categories below so that your Drop Off process is easy and fast.

SPRING Clothing Categories:

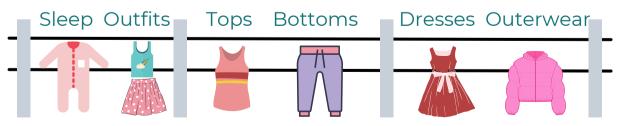
Clothing Sizes Preemie/NB - 24mo



Boys Clothing Sizes 2T - 20



Girls Clothing Sizes 2T - 16



Separate Rack: Boutique, Swim, Dance/Sports, Costumes

<u>Please note:</u> We are not able to store any personal totes or containers at the venue. Make sure to bring your totes/containers home after all items are put out on the sales floor. Boxes, bags, and totes are subject to checking upon exiting the building. We want to keep your items safe & secure!

DOG CHENDS.



You did it!

Now that your items are packed and **organized by gender. size and category** your Drop Off process will be easy and fast.

Seller Drop Off for JBF Kingwood | Atascocita

February 20th from 10am-7pm
THE GYM | 2325 ATASCOCITA RD IN HUMBLE
RESERVE YOUR DROP OFF APPOINTMENT ON THE WEBSITE

- Schedule your drop off time when you register & complete your Consignor Waiver. We can not add you in our system unless you have completed both. 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!
- First stop is Clothing Inspection. You will place your clothing on the inspection racks to be inspected.
- You will place non-clothing items in "drop zones". These are general categories like "boys toys", "girls toys", "infant toys", "puzzles", "games", "crafts", etc. We will place items out on the shelves for you.
- For your Large Items, you will create & attach a yellow tag to the items. Security tags are available to use as well as a high value item that will be secured and displayed on the sales floor. Any items that a child sits in, is carried in, or sleeps in will be inspected at our Safety & Recall Station.
- Return to Clothing Inspection to pick up items. You'll hang all clothing in gender/size/category areas on the racks. The more organized you are, the easier drop off will be!

That's It! You're Done!

During the Sale

Make time to SHO





Watch Your Consignor Check Grow

You can view your sold items! Log in to your JBF Profile, click on TAGGING, then choose REPORTS. Consignor checks are sent via EMAIL 2 weeks after the sale ends.



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 IBF this week!



If you choose to donate your unsold items, they are distributed to help local families through our Charity Partner. You'll receive a donation receipt for tax purposes upon request.



Pickup FEB 25 9am-11am. Plan for 20-30 minutes to pick up your items. Longer if you have 100+ of unsold items. Drive to...Park...Enter...and Check In...you will receive your Consignor Pick Up Checklist.





Ouick links



Just Between Friends Houston-Kingwood | Atascocita

Location & Directions 100% of \$100 Form

Pick Up Details Boutique Brands

Safety & Recall Guide **Car Seat Waiver Form**

Sales Floor Map **Charity Partner Information**

Community Facebook Group Sale Schedule-

Consignor Shopping Tickets Consignor

Sale Schedule-Shopper **Consignor Registration**

Shopping Tickets Consignor Waiver

Tagging Supply Links Crib Waiver Form

Drop Off / Express Appointments Tagging Videos

Facebook Page **Valet Consignor**

Waitlist **Instagram Page**

Website



