

# Spring 2015 GMOM Clothing Sale Information

## Saturday, March 21<sup>st</sup>

\*\*\* Please note changes to Guidelines \*\*\*

Registration via MyCM will open to members in good standing on Wednesday, January 21, 2015 at 9 am. Registration will close to new sellers on Friday, March 6<sup>th</sup> at 9am. Registration will close to veteran sellers on Friday, March 13<sup>th</sup> at 9am. The sale will close on Wednesday, March 18<sup>th</sup>, at 9 pm and items cannot be entered into MyCM after this time.

### TO BE ALLOWED TO SHOP FRIDAY NIGHT

- Buyers must be dues-paid members of GMOM in good standing with no outstanding obligations.
- In order to shop at **5:30 p.m.**, must have all items must be set up in the gym by **3:00 p.m.** and **work THREE full shifts during the sale** AND distribute flyers to 3 places with signed signatures.
- In order to shop at **6:00 p.m.**, must have all items set-up in gym by **3:00 p.m.** and **work TWO full shifts** AND distribute flyers to 3 places with signed signatures.
- In order to shop at **6:30 p.m.**, must have all items set-up in the gym by **3:00 p.m.** and **work ONE full shift during the sale** AND distribute flyers to 3 places with signed signatures.
- Non-selling club members in good standing may shop at **7:00 p.m.**
- Members of other Multiple Clubs are admitted at **7:30 p.m.**
- Buyers are permitted to bring a large shopping bag or **ROLLING-ONLY** laundry basket to collect items they wish to purchase.
- No strollers allowed.
- NO HUSBANDS, CHILDREN, FRIENDS, RELATIVES, ETC. ARE PERMITTED ON FRIDAY EVENING with the exception of expecting members and postpartum members (up to two months) who will be allowed one helper.

### GUEST PASSES

- People with guest pass are admitted at 8:00am on Saturday, March 21<sup>st</sup> for \$5.00.

### TO BE ALLOWED TO SELL

- Sellers must be dues-paid members of GMOM with no outstanding obligations.
- Sellers must register with the Clothing Sale Committee and pay a non-refundable registration fee
- All sellers must submit a signed financial compliance form
- All sellers must **distribute flyers to 3 places with signed signatures**. Sellers are required to work at least one full shift on Thursday, Friday, or Saturday **and work Break Down**
- GMOM Members receive an 85% profit, default. Read the next two bullets for other cases.
- **NEW (as of Fall 2014 Sale)** – If you cannot work a shift, or choose not to, as a seller, you can drop off your items and receive a 72% profit, rather than an 85% profit.
- **NEW (as of Fall 2014 Sale)** – Non-GMOM members may sell under GMOM members (The non-GMOM sellers will have their own seller number, enter their own tags, etc. The GMOM member is only 'vouching' for the outside seller.)
  - Outside Sellers (aka non-GMOM sellers) will received a 72% profit.
  - For GMOM Members
    - Bring in 1 outside Seller and the GMOM Member will receive an 88% profit on the GMOM Member's items.

- Bring in 2 outside Sellers and the GMOM Member will receive and 88% profit and it will count as 1 shift towards shopping early. (ie. The GMOM Member works the required 1 shift and this counts as a second).
    - Outside Sellers do not have to work the sale.
    - Previous GMOMs cannot sell under current GMOMs.
- Any person buying or selling goods in the Norcross First United Methodist Church Park parking lot will result in missing a sale and up to a 25% of profits from both seller and buyer.
- Seller must agree to not knowingly sell products that exceed lead limits set by the CPSC or to sell recalled products. Each seller is responsible for reviewing their items on the CPSC website ([www.cpsc.gov](http://www.cpsc.gov)) database of recalled items. Seller will not sell products that are likely to have lead content, i.e., children's jewelry, painted wooden or metal toys, flimsily made toys that are easily breakable into small parts or toys that lack the required age warnings.
- Club members are not permitted to sell under other club members. Failure to comply with this guideline will result in a 50% fine to both club members.

#### WORKING THE SALE

- Seller must be on time for shift, sign in for shifts, work all shifts assigned, and **distribute flyers to 3 places with signed signatures.**
- Upon arrival, all workers report to a Sale Co-Chair for instructions
- Please be considerate to all members by refraining from shopping while working your shift.
- Sellers must wear a GMOM t-shirt while working the sale on Friday and Saturday. Shirts may be purchased from the Apparel Chairman.
- Sellers are required to work break down from 1:00PM – 3:00PM (or earlier once finished). **Please sign in upon arrival!**

#### CLOTHING RACKS

- Sellers are required to provide at least one sturdy clothing rack per 80–100 items of clothing. All racks must have wheels or rubber stoppers on the bottom. If your rack does not have rubber stoppers, place cut tennis balls on the feet of your rack.
- Your rack must be of sturdy construction. If it falls apart during the sale, it will be marked and you will not be allowed to use it again in another sale.
- **We recommend the use of Commercial Grade Adjustable Folding Garment Rack – no flimsy racks permitted.**
- (<http://www.bedbathandbeyond.com/product.asp?SK U=11977235>).
- Each piece of a rack must be clearly marked with a seller number.
- **Clothing Racks can be delivered to the gym along with the items you are selling. See below.**

#### SETTING UP

- Sellers may begin setting up all items, including large equipment on Thursday night at **4:30 p.m.** and must finish before **8:30 p.m.** Item drop off resumes on Friday at 10:30 a.m. and must be completed by **3:00 p.m.**
- Drop off times will be organized through MyCM by appointment only. In order to accommodate the simultaneous drop off of racks and items we are asking that on Thursday night those with children 0–2 years drop off items from **4:30–6:30pm**, 2–6 years **5–7pm** and 7+ from **6:30–8 pm**. **Thursday workers will be assigned a time by the sales chairs during their shifts to set up their items, however, please bring in your racks upon arrival. Schedule accommodations can be made by contacting [gwinnettmomsale@gmail.com](mailto:gwinnettmomsale@gmail.com).**
- All sellers must vacate selling floors **Friday at 3 p.m.** No EXCEPTIONS.

No children's products can be sold that are likely to have lead content, i.e., children's jewelry, painted wooden or metal toys, flimsily made toys that are easily breakable into small parts; toys that lack the required age warnings. No children's products can be sold that have been recalled (except for items that have been repaired – check [www.cpsc.gov](http://www.cpsc.gov) recall listings). The sale of Cribs purchased before June 28, 2011 is not permitted. Beginning June 28, 2011, all cribs manufactured and sold (including resale) must comply with new and improved federal safety standards. The new rules, which apply to full-size and non full-size cribs, prohibit the manufacture or sale of traditional drop-side rail cribs, strengthen crib slats and mattress supports, improve the quality of hardware and require more rigorous testing. The details of the rule [www.cpsc.gov/businfo/frnotices/fr11/cribfinal.pdf](http://www.cpsc.gov/businfo/frnotices/fr11/cribfinal.pdf).

No household items, adult clothing, stuffed animals, broken/defective toys or equipment, or torn/stained clothing (also see above for lead/recalls). These items will be pulled from the selling floor.

All battery-operated toys/equipment must be in working order and have batteries in them. We will be checking items. Non-plastic feeding items may be sold (glass bottles, metal or enamel bowls, etc.) You, the seller, put out all items, unless prior arrangements have been made between you and the clothing sale chairs. Toys may be left in the designated toy area to be put out by a floor manager. Your items must be in the gym by 3:00 p.m. Friday and completely put out. If not, the remaining items may be put out on the floor between 7:00 p.m. and 7:30 on Saturday morning. No exceptions. All sellers must vacate selling floors at 3:00p.m. No exceptions. Clothing is to be in-season (i.e., no bathing suits or sleeveless shirts or shorts in the fall, no heavy jackets or snowsuits in spring). Clothing allowed at all sales includes: Capri pants, short-sleeved t-shirts, jeans, and long-sleeved t-shirts.

#### HOW TO HANG AND PACKAGE ITEMS FOR SALE

- All clothing must be on an appropriate size plastic hanger. The hook is positioned like a question mark (?) when you are looking at the front of the garment.
- Small items such as bibs, onesies, etc. should be placed in Ziploc bags. (Hint: large quantities of these items in a bag sell well).
- Blankets and bedding should be hung on a hanger and pinned so that they will not fall off the hanger. You may also wish to cover large blankets or bedding sets with a clear plastic garment bag and tie at the bottom to prevent any pieces from falling on the floor during the sale.
- Items such as small toys, cassette tapes, game pieces, puzzle pieces and small books should go in bags.
- Clothing is priced individually unless being sold as a matching set or complete outfit.
- Attach clean shoes with zip ties and attach the tag to the zip tie or tape the top of the tag to the bottom of the shoe. If shoes cannot be secured with a zip tie, they be placed in a Ziploc bag.

#### HOW TO LABEL ITEMS FOR SALE

- Items are labeled with white 65 lb cardstock (print in black only and draft setting).
- If pinning your tags, tags are placed at the top right (shoulder) as you looking at the front of the garment.
- If using a tagging gun, attach to a visible label or inside seam of the right side of garment (so that the tagging gun does not damage the garment)
- Tags are to be generated in My Consignment Manager (MyCM) and the price cannot be changed once the tag is printed.

- If the tag must be taped to toys or bagged items, tape only the top portion above the website line to the item.
- You will be penalized if your tags cannot be cut due to improper taping/tagging
- Please make sure your items are tagged prior to entering the gym. There will be no tagging allowed on the sales floor. [If you are using an old tag \(any sale prior to Fall 2011\) please mark through donate and discount section on the tag with a Sharpie.](#)
- [You do not need to re-tag.](#)
- Please place clothing on hangers and tag as shown. Place Tags in Seams or Label to prevent damage

#### FINANCIAL OBLIGATIONS

- Sellers will receive checks via U.S. Mail within three weeks of the sale. Bring a self addressed stamped envelope to check-in. VERY IMPORTANT-When you bring your items to check in you will need to provide a self addressed stamped envelope (X 9 1/2 Standard envelope, #10) at your appointment time. Those who do not bring the envelope will have a \$1.00 fee deducted from their check. GMOM will deduct 15% or 28% to cover costs associated with the sale [unless you have referred a seller in the sale.](#)
- Arriving late or leaving early), 25% for incorrect labeling of items. (ie. Anything that prevents a scanner from reading a tag). Additional penalties of 10% can be imposed if it is a second offense. Nonconformity of guidelines herein subject to an additional penalty fee, imposed by the Clothing Sale Committee and the Board.

#### BREAK & BREAKDOWN INSTRUCTIONS

The sale will remain open until 1:00 p.m. for shopping. The 1st shift will eat from 11:30-12:00 p.m. [The second shift from 12:00-1:00pm.](#) Preparation for breakdown will begin at 12:00 p.m., by organizing the racks. Specific instructions will be given at the sale. [All sellers are required to participate in breakdown. All sellers are required to remove their items from the broken/stained racks. Any items left behind will be immediately donated.](#)

#### MODERATION

[Moderation will begin on January 21<sup>st</sup>, 2015. We will not permit the solicitation to purchase or sell items that may be sold at the consignment sale. The solicitation or selling of seasonal items sold during the Spring sale will be permitted.](#)