



Consignor Guide

Everything you will need to know to be an expert consignor and make the most money at the next Growing Growing Gone consignment event!

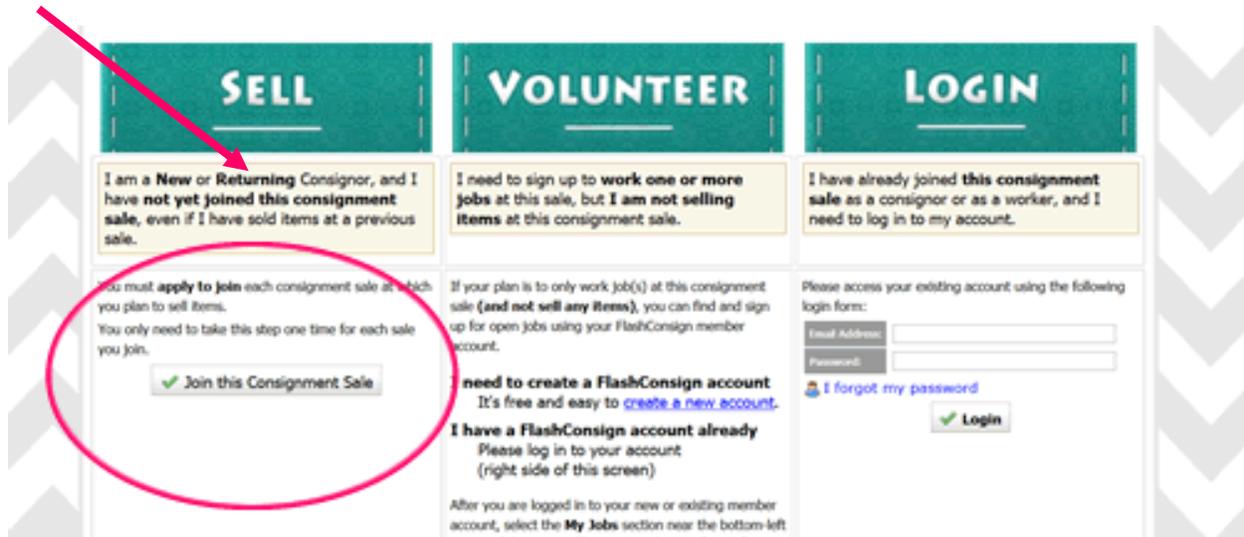
1. How to Register for a Sale
2. Merchandise Prep
3. Pricing and Tagging
4. Drop Off Instructions
5. Other Important Information

1. How to Register for a Sale (New Consignors)

a. Register as a consignor at <http://www.g3sale.com> - Click Consignor Registration



b. To join the sale, click 'Join the Consignment Sale'.



c. Fill out the registration information.

Join as a NEW user
Use the form below if you have never consigned with us before (and created a FlashConsign account).

Requirements to Join: [None]

Seller ID(s): []

Application Comments: []

FILL OUT STARED FIELDS

• First Name: []

• Last Name: []

• Email: []

• Confirm Email: []

• Password: []

Address Type: [Not Specified] v

• Street 1: []

• Street 2: []

• City: []

• State/Province: []

• Zip/Postal Code: []

• Country: []

Phone Type: [Not Specified] v

• Phone Number: []

• Extension: []

• Referred By: [- Please select an option - v]
* indicates that additional information is required to submit

• Seller Agreement: [] I have read the Seller Agreement for this consignment sale, and by checking this box I am providing my electronic signature that I agree to be bound by the agreement.

2. Item Preparation

Below are some supplies we suggest to help you prepare your items for the sale.

- Hangers (wire preferred)
- Safety Pins
- Clear packing tape
- Baggies
- Card Stock (60- 67 lb)

Optional Magic Eraser, Lint Brush, Cling wrap for puzzles, lint brush, tagging gun, zip ties, blue painters tape for books



How to Prepare your Clothing for the Sale

Be sure to check for stains, rips, missing buttons, or very worn clothing and remove them from your consignment pile. G3 shoppers are looking for very gently used, current, clean, items!

You may use wire or plastic hangers, however, **wire hangers are preferred** because they do not break like plastic hangers.

How to Prepare Shirts

Shirts and tops must be hung on shirt hangers. If shirt is not secure on hanger, use safety pins.



How to Prepare Bottoms

Bottoms must be secured to the top of the hanger. Safety pinning bottoms to hangers is necessary when using wire hangers. Be sure to safety pin to the **TOP of the hanger**, not the bottom.



How to Prepare Outfits

1. Hang the shirt on the hanger first.



2. Then turn it over and pin the pants to the hanger (with front of pants facing outward).



3. Hangers must point to the left or look like a question mark.



4. Be sure to secure all buttons and zippers.

How to Prepare Shoes

Shoes should be in excellent, almost-new condition. Clean or polish shoes as appropriate.

A "Mr. Clean Magic Eraser®" is an excellent tool to make shoes look like new!



Please secure shoes together using a zip tie, laces, yarn or string looped through the buckles or closed straps. If necessary, pin the shoes together using a large safety pin.



Secure price tag to the shoes using a safety pin, string or zip tie.



Do not place shoes in plastic bags or boxes, unless there is no other way to secure them together.

Securing Tags

Use a safety pin to secure tags to Clothing. Make sure that the tag is on the **RIGHT** side.

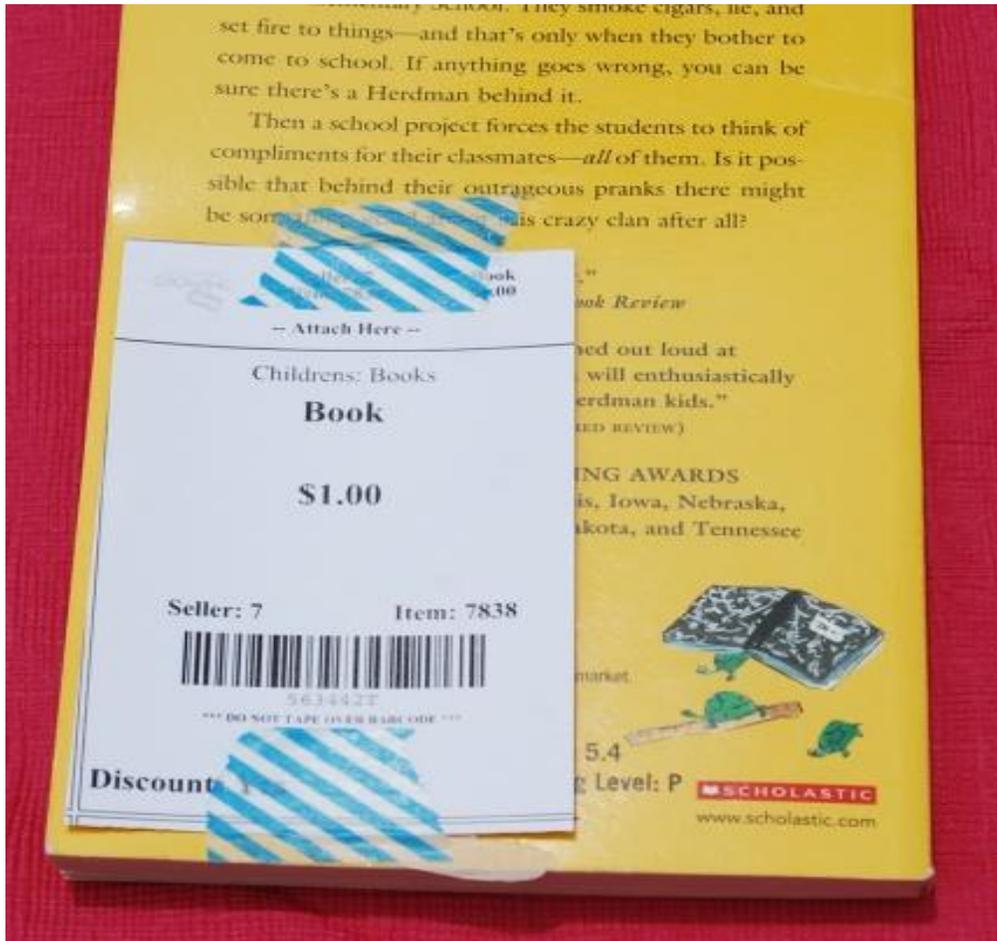


If you have a tagging gun, you may also use it to secure your tags. P:EASE be sure to **ONLY** tag through a seam or the shirts tag. Items that have been tagged in the middle of the garment will **NOT** be accepted as the tagging gun's needle will make visible holes in the garment.



Books and other Paper Covered Items

When securing tags to books, games, or any other items with paper/cardboard boxes & covers, please do NOT use clear packing tape. It will rip the paper. The best way to secure these items is with "blue" painters tape, as it comes off easy. Washi® decorative tapes also work well.



How to Prepare Items with Multiple Pieces

Place items with multiple pieces in baggies and then secure bag closed with packing tape, as shown below.



How to Tag Large Items

When you arrive at drop off, we will provide you with a "large item claim ticket" to affix your printed tag to. This is to insure the security of your item!

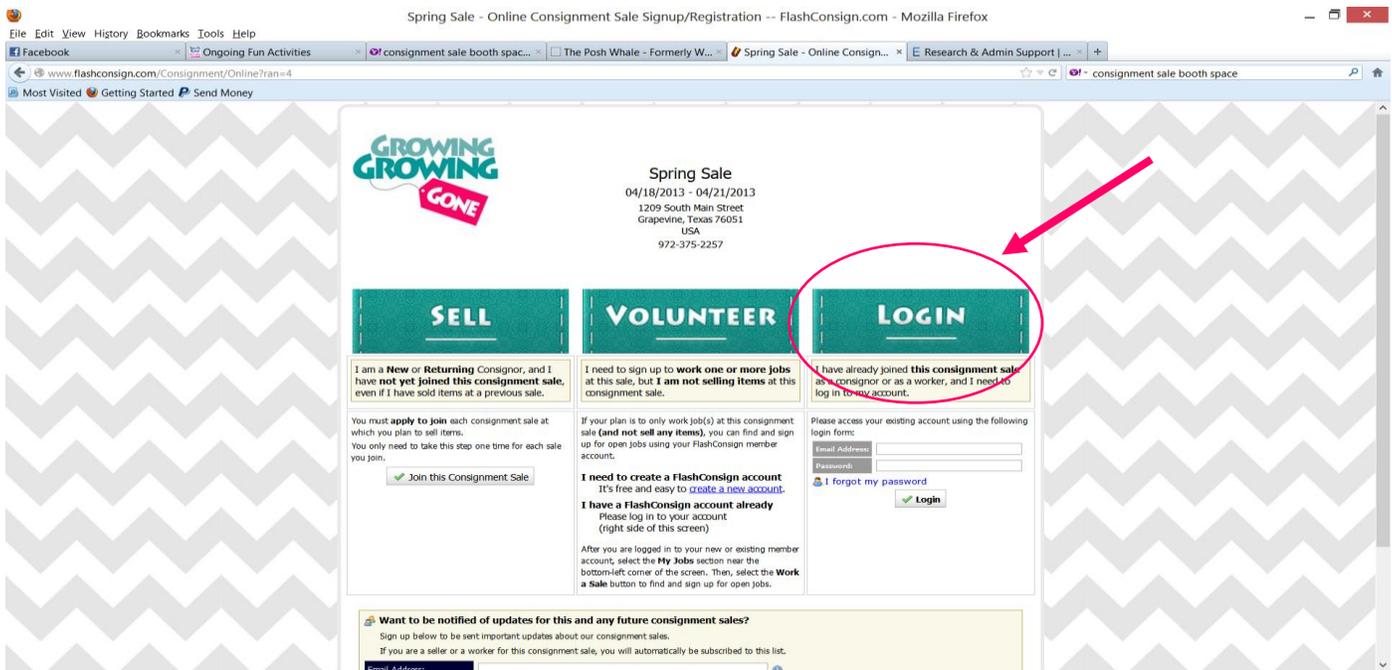


Smaller items, like the one below, do not require large item tickets. Just secure the tag with tape.

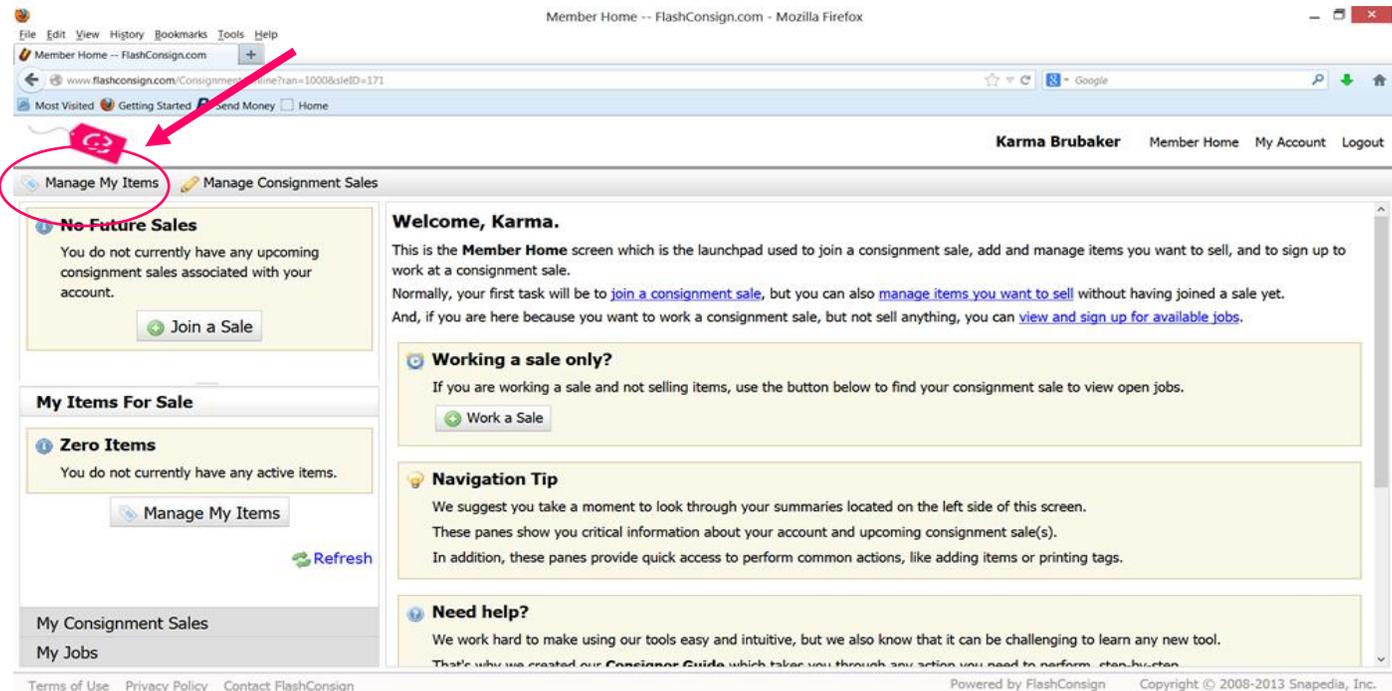


3. How to Enter Items into the Online Pricing and Tagging System and Print Tags

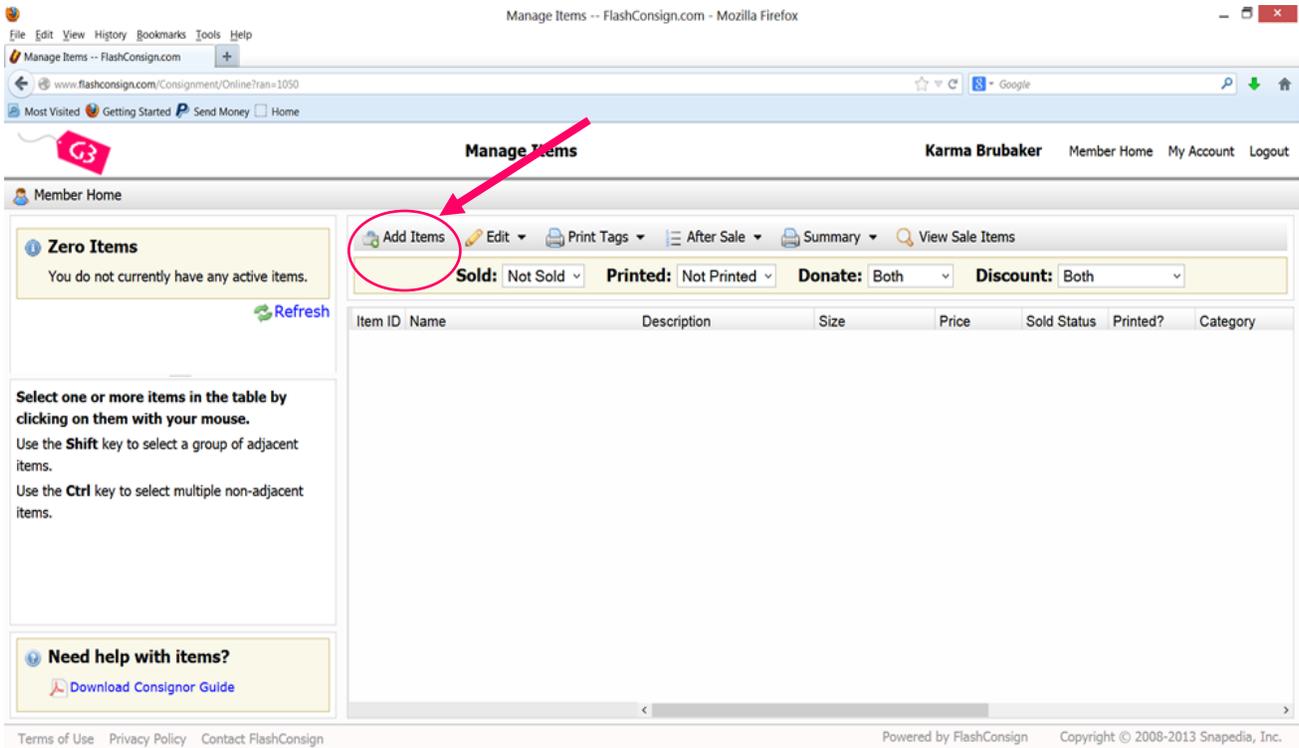
1. LOGIN to your Consignor Account at www.g3sale.com after you have registered for the sale.
Note: If you have not registered with Growing Growing Gone, please register online first.



2. Click '**Manage My Items**' on left.

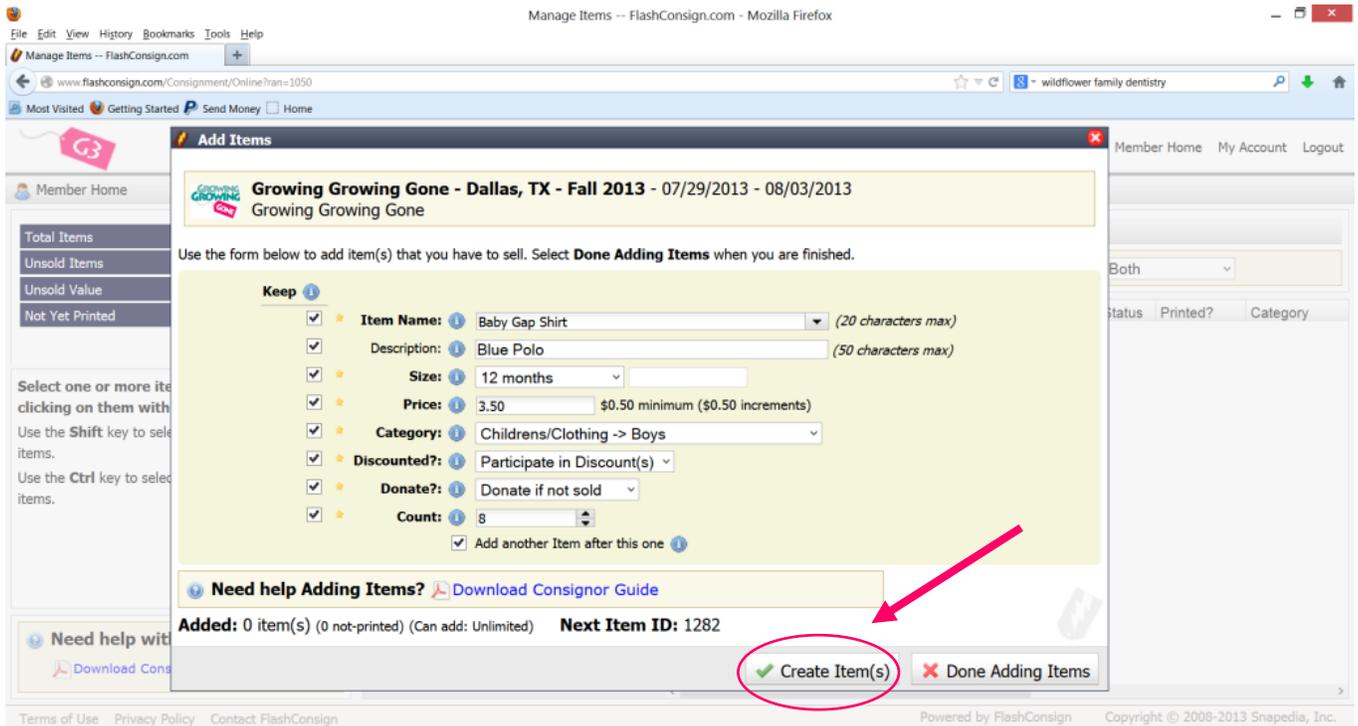


3. Click 'Add Items'.



4. Enter your Items in the System

Enter a brief name, short description, size, price, etc. Click 'Create Item' when done.



When you are finished entering your items, click **'Print Tags'**.

Manage Items Karma Brubaker Member Home My Account Logout

Add Items Edit **Print Tags** After Sale Summary View Sale Items

Sold: Not Sold Printed: Not Printed Donate: Both Discount: Both

Item ID	Name	Description	Size	Price	Sold Status	Printed?	Category
1282	Baby Gap Shirt	Blue Polo	18 months	\$3.50	Not Sold	No	Boys
1283	Baby Gap Shirt	Blue Polo	18 months	\$3.50	Not Sold	No	Boys
1284	Baby Gap Shirt	Blue Polo	18 months	\$3.50	Not Sold	No	Boys
1285	Baby Gap Shirt	Blue Polo	18 months	\$3.50	Not Sold	No	Boys
1286	Baby Gap Shirt	Blue Polo	18 months	\$3.50	Not Sold	No	Boys
1287	Baby Gap Shirt	Blue Polo	18 months	\$3.50	Not Sold	No	Boys
1288	Baby Gap Shirt	Blue Polo	18 months	\$3.50	Not Sold	No	Boys
1289	Baby Gap Shirt	Blue Polo	18 months	\$3.50	Not Sold	No	Boys

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Check the items you would like to print tags for and then click **'Generate Printable Tags'**.

Print Item Tags Growing Growing Gone - Dallas, TX - Fall 2013

<input checked="" type="checkbox"/>	Notes	Name	Price	Description	Size
<input checked="" type="checkbox"/>	♥ 💰	Baby Gap Shirt	\$3.50	Blue Polo	18 months
<input checked="" type="checkbox"/>	♥ 💰	Baby Gap Shirt	\$3.50	Blue Polo	18 months
<input checked="" type="checkbox"/>	♥ 💰	Baby Gap Shirt	\$3.50	Blue Polo	18 months
<input checked="" type="checkbox"/>	♥ 💰	Baby Gap Shirt	\$3.50	Blue Polo	18 months
<input checked="" type="checkbox"/>	♥ 💰	Baby Gap Shirt	\$3.50	Blue Polo	18 months
<input checked="" type="checkbox"/>	♥ 💰	Baby Gap Shirt	\$3.50	Blue Polo	18 months
<input checked="" type="checkbox"/>	♥ 💰	Baby Gap Shirt	\$3.50	Blue Polo	18 months
<input checked="" type="checkbox"/>	♥ 💰	Baby Gap Shirt	\$3.50	Blue Polo	18 months

Do NOT mark the selected item(s) as printed. 8 item(s) selected

Generate Printable Tags Done

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And Finally... Print your Tags!

FlashConsign_Tags_KarmaBrubaker(10).pdf - Adobe Reader

File Edit View Window Help

1 / 1 99.7%

Tools Sign Comment

Click on Tools to convert files to PDF.

<p>Seller: 1 Item: 1282 Baby Gap 5 \$3.50 -- Attach Here --</p> <p>Childrens/Clothing: Boys Baby Gap Shirt Size: 18 months \$3.50 <i>Blue Polo</i></p> <p>Seller: 1 Item: 1282 6514107 *** DO NOT TAPE OVER BARCODE ***</p> <p>Discount: Yes </p>	<p>Seller: 1 Item: 1283 Baby Gap 5 \$3.50 -- Attach Here --</p> <p>Childrens/Clothing: Boys Baby Gap Shirt Size: 18 months \$3.50 <i>Blue Polo</i></p> <p>Seller: 1 Item: 1283 6514107 *** DO NOT TAPE OVER BARCODE ***</p> <p>Discount: Yes </p>	<p>Seller: 1 Item: 1284 Baby Gap 5 \$3.50 -- Attach Here --</p> <p>Childrens/Clothing: Boys Baby Gap Shirt Size: 18 months \$3.50 <i>Blue Polo</i></p> <p>Seller: 1 Item: 1284 6514107 *** DO NOT TAPE OVER BARCODE ***</p> <p>Discount: Yes </p>	<p>Seller: 1 Item: 1285 Baby Gap 5 \$3.50 -- Attach Here --</p> <p>Childrens/Clothing: Boys Baby Gap Shirt Size: 18 months \$3.50 <i>Blue Polo</i></p> <p>Seller: 1 Item: 1285 6514112 *** DO NOT TAPE OVER BARCODE ***</p> <p>Discount: Yes </p>
<p>Seller: 1 Item: 1286 Baby Gap 5 \$3.50 -- Attach Here --</p> <p>Childrens/Clothing: Boys Baby Gap Shirt Size: 18 months \$3.50 <i>Blue Polo</i></p> <p>Seller: 1 Item: 1286 6514127 *** DO NOT TAPE OVER BARCODE ***</p> <p>Discount: Yes </p>	<p>Seller: 1 Item: 1287 Baby Gap 5 \$3.50 -- Attach Here --</p> <p>Childrens/Clothing: Boys Baby Gap Shirt Size: 18 months \$3.50 <i>Blue Polo</i></p> <p>Seller: 1 Item: 1287 6514127 *** DO NOT TAPE OVER BARCODE ***</p> <p>Discount: Yes </p>	<p>Seller: 1 Item: 1288 Baby Gap 5 \$3.50 -- Attach Here --</p> <p>Childrens/Clothing: Boys Baby Gap Shirt Size: 18 months \$3.50 <i>Blue Polo</i></p> <p>Seller: 1 Item: 1288 6514147 *** DO NOT TAPE OVER BARCODE ***</p> <p>Discount: Yes </p>	<p>Seller: 1 Item: 1289 Baby Gap 5 \$3.50 -- Attach Here --</p> <p>Childrens/Clothing: Boys Baby Gap Shirt Size: 18 months \$3.50 <i>Blue Polo</i></p> <p>Seller: 1 Item: 1289 6514157 *** DO NOT TAPE OVER BARCODE ***</p> <p>Discount: Yes </p>

4. Item Drop Off Instructions

Now that you have created your tags and prepared your items, it's time to drop off your items at the sale!

1. Check the sale schedule to see the drop off times for your event.

The image shows two side-by-side screenshots from the FlashConsign website. The left screenshot is titled "Dallas Schedule" and lists various events. The "Drop Off Dates and Times" section is circled in red and includes:

- Sunday July 28th, 11:59pm
- Monday, July 29th: 9:30 am - 8:00 pm
- Tuesday, July 30th: 9:00 am - 11:00am (By appointment Only)

The right screenshot is titled "NEWSLETTER SIGN-UP" and features a "SIGN UP" banner, input fields for "First Name...", "Last Name...", and "Enter your email address", a "SUBSCRIBE" button, and a section for "Fall 2013 Upcoming Events" listing dates and locations for Dallas, Plano, and Hurst, TX.

2. Bring your items to the sale location during drop-off times. If you cannot make it during the drop-off, you may request to schedule an appointment for another available time that is more convenient.

The image is a screenshot of a web browser displaying the FlashConsign member dashboard. The browser's address bar shows the URL "www.flashconsign.com/Consignments/Online?ran=1000&skID=171". The dashboard header includes the user's name "Karma Brubaker" and navigation links for "Member Home", "My Account", and "Logout". The main content area is titled "Manage My Items" and features a sidebar with statistics for the "Growing Growing Gone - Dallas, TX - Fall 2013" sale, including "Total Items: 1284", "Unsold Items: 1138", and "Unsold Value: \$6,022.00". A central message box with a red border and a warning icon states: "Your Action Required. You have not yet selected a drop-off time for the following consignment sale(s): Growing Growing Gone - Dallas, TX - Fall 2013: 07/29/2013 - 08/03/2013 - (Growing Growing Gone)". Below this message is a "Select Drop-Off Time" button. Other sections include a "Settlement Summary" for a previous sale and a "Working a sale only?" link.

Manage My Items

Growing Growing Gone - Dallas, TX - Fall 2013
07/29/2013 - 08/03/2013

[View details](#) [Work](#)
[Associate items with this sale](#)

My Items For Sale

Total Items	1284
Unsold Items	1138
Unsold Value	\$6,022.00
Not Yet Printed	0

[Manage My Items](#) [Refresh](#)

My Consignment Sales
My Jobs

Select Drop-Off Time: Growing Growing Gone - Dallas, TX - Fall 2013 - Growing Growing Gone
This consignment sale has the following 5 drop-off time(s):

[Refresh Available Drop-Off Times](#)

Drop Off Time	Available Slot(s)	Select
Monday: No Appointment Required. Come anytime between 9:30am - 9:00pm July 29, 2013 09:30 AM - 09:00 PM	42	<input checked="" type="checkbox"/> Select
Tuesday: Scheduled Drop-Offs Only July 30, 2013 09:00 AM - 09:30 AM	2	<input checked="" type="checkbox"/> Select
Tuesday: Scheduled Drop-Offs Only July 30, 2013 09:30 AM - 10:00 AM	2	<input checked="" type="checkbox"/> Select
Tuesday: Scheduled Drop-Offs Only July 30, 2013 10:00 AM - 10:30 AM	1	<input checked="" type="checkbox"/> Select
Tuesday: Scheduled Drop-Offs Only July 30, 2013 10:30 AM - 11:00 AM	2	<input checked="" type="checkbox"/> Select

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Item Drop Off at the Event

Growing Growing Gone is a full service consigning experience! We have streamlined the drop off process to make consigning as easy as possible for you! After you have worked hard to get your items prepped, let us do the rest of the work with our improved Drop & Go process!

1. Check in at Consignor Check-in
2. Bring your items in on provided carts & racks
3. Drop items off to be inspected at a Inspection station.
4. Assemble any large items that you may have.
5. **That's it!** No waiting for your clothing and small items to be inspected. Just drop your items off. We will inspect, and put your clothing and small items away for you! Any items that are not accepted will be returned to you at the end of the event during pick-up.

Selling at Multiple Growing Growing Gone Sales Events

We offer multiple DFW locations in order to get your items sold! We are happy to transport your items to the additional sale locations that we have during the current season. At drop off please indicate if you plan to leave your items to be sold at our next event or if you would like to pick them up at the end of that sale. If items are left after the designated pickup time, we will automatically load them on the truck to be taken to the next sale! Any leftover items not picked up at our last event of the season will then be donated if not picked up.

Item Pick Up Information

You will receive an updated list of items to collect when arriving for pick up. A Growing Growing Gone volunteer will check your box upon leaving and you will need to sign in and out when coming to pick up.

If items are left after the designated pickup time, we will automatically load them on the truck to be taken to the next sale! Any leftover items not picked up at our last event of the season will then be donated if not picked up.

Need More Information?

If you have any questions or need personal assistance, we are here to help. If you need to contact us for any reason, please **visit our contact page** at <http://www.g3sale.com> or message us on **Facebook** at <http://www.facebook.com/g3sale>

You can also watch our short **video tutorials** on item preparation, pricing, and tagging at <http://www.g3sale.com/sell/video-tutorials>

Thank You for Consigning with...

