



# **IMPORTANT!**

## **RETURNING CONSIGNOR**

### **UPDATES & REMINDERS**

*Fall 2016*

You know the ropes... this is where you'll be notified of anything "different" than last season, plus a few reminders. ☺

### *Returning Consignor Updates:*

1. Drop off Procedures have changed at all locations. Be sure to read the "Drop Off Instructions" for the location in which you participate BEFORE arriving. These changes will help ensure quality items, quicker drop off and items that are easier to shop- which is what everyone loves!
2. Hilliard location only: Optional Pick-up and Re-delivery service to the Croton Three Bags Full event is available. Contact [DeAnn@threebagsfull.info](mailto:DeAnn@threebagsfull.info) for details.
3. STICKER TAGS! We are currently testing "sticker tags" and will keep you posted! (DeAnn loves them)
4. Books: In an effort to increase our sell-through rate in this category, we are changing both how we display them and how you tag them. Please select the appropriate category for your books, based on age. In addition, please DO NOT OVERPRICE you books. Softback books should be estimated at \$.50 each therefore bundle several together. Do NOT put damaged books in the middle of a stack, hoping no one notices. The buyer always does. And complains.
5. We are no longer accepting quilts, comforters or bumpers of any kind due to low sell through rates and sanitation requirements.
6. Girl Clothing Category: Items with manufacturer sizing of XS, S, M, L, XL are considered Junior girls, not Kids 12-16, and will be inspected as such.
7. 90% sell through rate perks: "Get Out of Check-in Pass" AND an \$8.50 shopper credit applies ONLY to consignors bringing 51 or more items that have a 90% or higher sell through rate. (Perks are valid at same location, same consignor, next season event only).
8. Due to problems with the adult and junior clothing categories we will ONLY inspect the indicated number of allowed items at drop off. Do not bring more. Do not tag more. Do not tag items that are not the correct brands and styles. We will not check items until everything is organized by size/gender and then we will ONLY inspect the indicated quantity.
9. Premier Consignors: you'll be given two training videos to watch when you arrive for a shift during Drop Off, and you'll need to pass a quick "inspection quiz" prior to your shift beginning. Therefore it's especially important to arrive 15 minutes early.
10. Newark location continues to be "new with tag," excellent and very good condition items only. Think "gift-able" and "almost no wear." No slightly worn, gently-loved play clothes at this location.
11. Our VIP & ASAP programs are expanding! Want to be a tagger? Have you been a Premier Consignor AND have consistently shown a 70% or higher sell-through rate? Contact [support@threebagsfull.info](mailto:support@threebagsfull.info) for details. We're urgently needing more taggers!
- 12.

*Please see page 2 for reminders*

## *Reminders:*



- **Premier Consignor shifts:**
  - Will not count for relatives/friends working with you unless prior written approval has been given by DeAnn. Do not show up with a daughter/friend expecting the shift to count for you.
  - Your shift will not count if you bring your children with you. Exception: newborns ONLY ("not yet mobile" is our definition of "newborn"). You must bring someone with you (that is NOT being counted as a Premier Consignor) to take care of the newborn.
  - Teenage children must be 13 or older for the shift to count AND written approval must be obtained prior to your shift or the shift will not count.
  - Written approvals must be brought with you and given to the Sale Assistant prior to beginning your shift.
  - NO doubling up of shifts for the Hartford location unless a Team Lead. Written prior permission still required. NO EXCEPTIONS.
  - More info is provided in the Premier Consignor Agreement so be sure to read that thoroughly.
- ONLY complete CLAIM TICKETS for items that "would not fit in a blue shopping bag)
- Team Leads:
  - Earn 80%, assign themselves to five "Team Leader" positions only. At least one shift MUST be on Preview party night, Ticketed entry night, Thursday morning or Friday evening.
  - Must complete an application and questionnaire prior to being approved as a Team Lead, regardless of past Team Lead status. You will be notified of acceptance as a Team Lead.
  - Team Lead applications are accepted based upon need, experience consigning, etc.
- We will continue to pay consignor earnings via PayPal. If you choose to not accept the funds via PayPal a check will be issued approximately 30 days from when the funds are returned to us from PayPal. PayPal is the best method to receive your earnings.
- Only electronics with a \$25 or higher value will be secured to racks.
- We will not check-in consignors during drop off until the drop off time has officially begun. We will no longer accept drop off's after the drop off timeframe has ended.
- Do not enter the building prior to Pick Up beginning. If picking up your items is important to you do not select a Pick Up Premier Consignor shift UNLESS you bring someone else to pick up your items.