

HOW TO (CONSIGN) @ HALF-PINT ONLINE



HALF-PINT
RESALE

#1– REGISTER ONLINE

Registering gives you permission to login and create your listings. Read through all of the info that we send you and add **all of the dates to your calendar**. Complete all steps (**Register and pay your consignor fee.**)

#3– PURGE CLOSETS

But don't stop there. Look through your garage for sporting items. Find the bins hiding in the basement. Have your kids choose some toys to sell (to make room for new ones!). Look through your bookshelves, the shoe bins, and outdoor gear.

#4– WASH & CLEAN

Throw the clothes back in the washer –but before you do, gather up your favorite **stain remover** and give all of your items a good look-over. Try the zippers, check the buttons, look at collars.

For other items, check to make sure that they work, have working batteries, have all of their pieces. This step is what keeps shoppers happy and our sale high quality!

#6– CREATE YOUR LISTINGS!

Go through your piles, and create listings that give as much information as possible in 48 characters. Remember that the category will automatically be posted, as will the size. Your goal is to give any brands or specific items information that will make your items easy to find and identify.

#9– CONTACT BUYERS

Once the sale is over, you will receive a list of people who are buying your items. **CONTACT YOUR BUYERS** and arrange either a drop-off OR a pick-up time, based on the preferences you stated in your Consignor Form. You must contact them within the stated time period!

#10– COMPLETE THE ITEM TRADE

Drop-Off or arrange for pick-up of your items within the time-frame requested. Once confirmed and time-frame is up, receive your consignor payment.

#2– FILL OUT THE CONSIGNOR ADDITIONAL INFORMATION FORM

There are two main reasons for this form. **One**, if shoppers ask questions about your items during the sale, we want to forward them to you, to give you the option of answering them (thus making it more likely that someone will buy your items.)

Two, because shoppers will want to know how they can get your items. You can choose to accept pick-ups (leave your zip) and/or you can choose to deliver your items (pick the zips to which you'll travel). If you do not fill out this form before the close of registration, your items will be deleted from the sale.

#5– ORGANIZE INTO LOTS

Consignors are allowed **50 listings only**, and shoppers want to get a good deal for their dollar. Create lots that make sense and that will encourage shoppers to buy.

#7– MARK ITEMS READY

Once your items are listed AND marked for "ready to be sold online", you're done for now!

#8– TELL YOUR FRIENDS

Once the online sale begins, tell your friends! Share your posted items, and let others know about the online sale.

