

# Consignor Tagging Options

## #1 Detailed Tagging - traditional tagging

- Gather & Sort** – Collect items from the toy room, garage, or basement. Check our [Rules Page] for what we accept.
- Prep Your Items** – Sort clothing by season (store off-season items). Hang clothes, bag toys, zip-tie, and clean everything.
- Sort by Size** – Organize clothing by gender and size for easy entry.
- Enter Your Items** – Work one size stack at a time. Set the correct size, then enter descriptions and prices.
- Attach Tags** – Use white card stock only and ensure barcodes are clear.
- Store by Size** – Keep sizes together for easy drop-off. Some use rubber bands around hangers and label stacks (e.g., "4T"). A little prep now makes drop-off a breeze!

## #2 Speed Tagging

- Gather & Sort** – Collect items from the toy room, garage, or basement. Check our [Rules Page] for what we accept.
- Prep Your Items** – Sort clothing by season (store off-season items). Hang clothes, bag toys, zip-tie, and clean everything.
- Set Up Your Space** – Create a pricing area with enough room and sticky notes for organization.
- Sort by Price** – Make stacks of items by price (e.g., \$4 pile, \$6 pile, etc.).
- Count Each Price** – Write down how many tags you need for each price point.
- Enter Tags** – Click "Add," leave category and size blank, enter the price, and select the number of tags to print (e.g., 8). Print them.
- Handwrite Details** – At a minimum, write the size on each tag. You can also include the brand or description.
- Attach Tags** – Use white card stock only, and ensure barcodes are clear.
- Store by Size** – Keep sizes together for easy drop-off. Some use rubber bands around hangers and label stacks (e.g., "4T").

**Reminder:** This method only shows you sold an item for a set price (e.g., \$5) but won't track which specific item sold.

## NOTES

Whether you choose speed tagging or detailed tagging, its completely up to you but please know that “speed tagging” will not allow us to find the item IF the tag gets seperated from the item. If you put details on the tag and a tag drops off sometimes we can find the item and reattach the tag.