ALL SEASONS SALE
(SPRING/SUMMER & FALL WINTER ITEMS)
AUGUST 5, 6, 7 & 8

The Johnstown Galleria - Lower Level
LOCATED OUTSIDE THE FORMER BONTON STORE
500 Galleria Drive • Johnstown, PA 15904
Questions? Call Deb at 814-262-0732 x242 or email sale@thelearninglamp.org
**Important Dates & Times**

_Please note:_ The 2020 EcoKids Children’s Consignment Sale will be an all seasons sale consisting of spring/summer and fall/winter items.

**Registration for the 2020 All Season EcoKids Children’s Consignment Sale is Open!**

**CONSIGNMENT SALE SCHEDULE**

_Please note:_ NEW DAY - Presale day will be Tuesday, August 4, 2020. Also, we have added another sale day to make you more money!

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
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<tbody>
<tr>
<td>Tuesday, August 4, 2020</td>
<td>PRESALE FOR CONSIGNORS &amp; VOLUNTEERS - 2 to 8 p.m.</td>
</tr>
<tr>
<td>Wednesday, August 5, 2020</td>
<td>PUBLIC SALE - 10 a.m. to 8 p.m.</td>
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<td>PUBLIC SALE - 10 a.m. to 8 p.m.</td>
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<td>Friday, August 7, 2020</td>
<td>PUBLIC SALE - 10 a.m. to 8 p.m.</td>
</tr>
<tr>
<td>Saturday, August 8, 2020</td>
<td>50% OFF SALE- PUBLIC SALE - 10 a.m. to 3 p.m.</td>
</tr>
<tr>
<td>Saturday, August 8, 2020</td>
<td>CONSIGNOR PICK UP - 5:30 to 6:30 p.m.</td>
</tr>
</tbody>
</table>

_Please note:_ Any items not picked up by 6:30 p.m. on Saturday, August 8, 2020 will be donated to a charity selected by The Learning Lamp.

_Please note:_ Consignor pick up will be at The Johnstown Galleria on the lower level outside the former BonTon Store and will begin at 5:30 p.m. Items will not be available for pick up any earlier than 5:30 p.m. - please plan accordingly.

**CONSIGNOR DROP OFF SCHEDULE (register for a time on My Sale Manager)**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, August 3, 2020</td>
<td>CONSIGNOR DROP OFF - 8 a.m. to 6:45 p.m.</td>
</tr>
</tbody>
</table>

_Items will NOT be accepted at any other time._

_Please note:_ Consignor drop off will be at The Johnstown Galleria on the lower level outside the former BonTon Store. Please check in with a staff member when dropping off items.
About Our Sale

BE SURE TO READ THE REGISTRATION PACKET THOROUGHLY AS THERE ARE CHANGES FROM PREVIOUS ECOKIDS CHILDREN’S CONSIGNMENT SALES!

1. HOW TO REGISTER

We will be using MySaleManager.net to run our sale. Simply go to www.thelearninglamp.org/for-families/childrens-consignment-sale/ and click the EcoKids’ Children’s Consignment Sale link to access the system (blue button located in the text of the page). GOOD NEWS! You are able to keep the same consignor number from previous sales.

- RETURNING CONSIGNORS - your password is the last four digits of your phone number. You can change your password once you have logged in under Activities Menu, Update Account Information.
  
  **STEP 1:** On the Consignor Homepage, click on REGISTRATION STATUS.
  
  **STEP 2:** On the Returning Consignor Registration page, click the BOX next to Register me for the upcoming sale and click SUBMIT.
  
  **STEP 3:** On the Confirm Consignor Information page, make any necessary corrections and click the appropriate BUTTON at bottom of screen.
  
  **STEP 4:** You will receive a confirmation message alerting you that you have successfully registered for the upcoming sale. Click CONTINUE.

*Please note: You will see a green check mark in a circle and REGISTERED under your Registration Status.*

- NEW CONSIGNORS -
  
  **STEP 1:** Next to Need a Consignor Number? Click CLICK HERE.
  
  **STEP 2:** This will take you to the New Consignor Registration page. Once you have filled in the information, click SUBMIT.
  
  **STEP 3:** You will receive a confirmation message stating that you are now registered as a consignor for the upcoming sale and provides you with your consignor number. You will also receive an email with your consignor number and password which you will use for each sale. Click CONTINUE.
  
  **STEP 4:** On the Consignor Login page, enter your consignor number and password. Click LOGIN.

You can also choose your drop off time and volunteer hours on this site. You will enter your items on the website and print out the sales tags at home. Tagging guns are available to loan from The Learning Lamp.

2. CONSIGNOR REGISTRATION FEE

Each consignor will be charged a $5 consignor registration fee which will be deducted from your final proceeds. Volunteer for just five (5) hours and the registration fee is waived!

*Please note: This $5 fee will show as being deducted from your total sales when checking your profit through the website. If you volunteer for five (5) or more hours, this fee will be deducted in our final report that is used to cut your checks.*
3. SIGN THE CONTRACT
You will sign your Consignor/Seller Agreement online.

Please note: You must be registered for the sale online and have your Consignor Seller Agreement signed online by Monday, July 27, 2020 for you to be registered for the sale.

To electronically sign your Consignor Seller Agreement:

STEP 1: On the Consignor Homepage, click SELLER AGREEMENT STATUS.
STEP 2: Review and read our seller agreement.
STEP 3: Signify your acceptance of our Consignor Seller Agreement by typing YES in the box.
STEP 4: Click CONTINUE.
STEP 5: A message appears stating that you have agreed to our Consignor Seller Agreement. Click CONTINUE.

4. ENTERING YOUR ITEMS
To enter items, simply go to www.thelearninglamp.org/for-families/childrens-consignment-sale/ and click the EcoKids’ Children’s Consignment Sale link (blue button located in the text of the page).

Please note: You must always access MySaleManager through the link on The Learning Lamp’s website.

STEP 1: From the Consignor Homepage, click on ACTIVE INVENTORY STATUS.
STEP 2: Click on ACTIVE INVENTORY.
STEP 3: Select your method of item entry from the drop down menu.
STEP 4: On the Work with Consigned Items (Active Inventory) screen, enter all information for the items you wish to sell.

Please note: You must select that your item is DISCOUNTED by clicking the box. All items that are not selected as discounted for the 50% discount day on Saturday, will be overridden and discounted—no exceptions.

5. PRICING YOUR ITEMS
Items are to be priced in 50 cent increments. If an item is less than 50 cents, please group it together with like items. When pricing your items, consider the age and condition of your item. One-third to one-quarter of the original price paid for your item is a good range to use when setting your sale price. Sell it like you would buy it! For a guide of how to price items, see page 8.

Please note: Every item must have an individual price tag, otherwise it needs to be grouped with other items and tagged.
Please note: Once you print your tags DO NOT go into MySaleManager and change your price unless you print a new tag and attach it to your item. Items whose price does not match the price listed on the sales tag will NOT be sold.

6. PREPARING YOUR ITEMS
All items must meet current safety standards and not subject to recall. If we are in doubt about an item, it will be accepted. You can find information about recalled products on the Consumer Product Safety Commission’s website at www.cpsc.gov.

- Please wash all clothing items and iron if necessary
- Button all buttons, zip zippers and snap all snaps
- All toys must be clean and in working order
- If an item requires batteries, working batteries MUST be included to ensure the buyer the item works
- Clean all play equipment thoroughly
- All infant items must be clean and odor-free
- Be sure your items have no stains, holes, tears, rips or stains—items with stains will not be sold
- Shoes must be clean and free of gum
- Attach all instructions or manuals with a zip tie if possible
- Pay special attention when cleaning high chairs and strollers—All food particles and stains must be removed.

All items must be clean, free of stains, in good condition, and in working order. Do not spend your valuable time tagging and pricing items that are not fit for resale. If you wouldn’t buy it, someone else won’t either. The Learning Lamp reserves the right to return items that do not meet our criteria.

7. PRINTING AND ATTACHING YOUR TAGS
- All tags must be printed on card stock that is at least 60# weight. Do not use regular white paper—the tags tear off and items without tags are not sellable. Use white or light color cardstock, no metallics or dark colors, please.
- All clothing must be on hangers with tags attached using a tagging gun when dropped off; tagging guns and fasteners are available to loan from The Learning Lamp. Do not use safety pins. Items with safety pins will not be accepted at drop off.
- The Learning Lamp has a very limited number of hangers (shirt and pant) that we can loan you on a first come, first serve basis. Call Deb at 814-262-0732 x242 or email sale@thelearninglamp.org to reserve hangers if you need them.

Please note: When calling or emailing to reserve hangers, you MUST have the total number of hangers needed and the type of hangers needed (pant, shirt, size of hanger—toddler, junior).

- Place garments on appropriate hanger, for example: hang pants on a pants hanger. When hanging clothing on hangers the hanger should look like a question mark when you look at the front of the garment. Be sure to button all buttons, snap all snaps and zip all zippers.
- When entering items online you can select if you would like to donate your unsold items after the sale.
- You must select to discount your items when entering them online. There are no exceptions - All items must be marked for our 50% discount day on Saturday, August 8, 2020. If an item is missed for discount it will be overridden in the system to ensure all items are 50% off on Saturday.
About Our Sale (continued)

Please note: ONLY sales tags printed on cardstock from the website will be accepted. No handwritten tags. No tags printed on paper. No exceptions.

PRINTING TAGS:

STEP 1: From the Consignor Inventory Menu, click on PRINT TAGS.

STEP 2: On the Select Tags to Print page, select the tags you wish to print by clicking the CHECK/UNCHECK ALL button, or clicking the BOX in the left hand column next to the items you wish to print tags for.

STEP 3: Click on the BOX next to Generate Tags in PDF Format to select it.

STEP 4: After you have selected the items you will print tags for, click on the TAG PRINTING OPTIONS.

STEP 5: Click on PRINT SELECTED TAGS.

STEP 6: A message will inform you that your tags have been generated successfully. Click on the DISPLAY TAGS FOR PRINTING link.

STEP 7: Click on the PRINTER ICON in the upper right corner or select CTRL + P.

STEP 8: Click the SAVE button to save the file to your computer to print.

STEP 9: Open the file that you saved on your computer and print it.

- Please be as descriptive as possible when tagging your items. It makes it easier for the shopper to see all pertinent information on the tag and more likely that your item will sell. Include the category, specific size, a brief description of the item and the price. An example would be, "Baby Gap t-shirt, never worn - 2T $4.50." In the event that a tag gets separated from an item, it makes it much easier for us to put them back together.

- Tags are to be secured to garments with tagging guns ONLY. Clothing items must be tagged through a seam or clothing tag inside the shirt—this prevents putting a small hole in the item from the tagging gun. Tagging guns are available to borrow from The Learning Lamp.

Please note: Tags attached with safety pins will not be accepted. Clothing tagged through the garment that leaves a hole will not be accepted.

- For multiple piece clothing sets, secure pieces together by tagging with a tagging gun. Make sure you list all of the pieces on the tag.

Please note: Items with safety pins will not be accepted.

- Please, no straight pins.

BOOKS/GAMES/PUZZLES

- Attach your tag to the inside cover of the book with painter’s tape. Please do not use packing tape; it rips the books. Please be sure to not cover the tag’s barcode.

- If selling a group of books, please group by reading level and put them in a large zippered plastic bag. Attach the tag to the bag with a zip tie or tape it to the outside of the bag with tape so that the tag can be easily read and the barcode is not covered.

- Puzzles and games must contain all the pieces. Please tape the box closed. Attach the tag with tape to the outside of the box so the tag can be easily read and the barcode is not covered.

CONTINUED ON NEXT PAGE
For puzzles that do not come in a box - puzzle pieces should be placed in a zippered plastic bag and taped shut and the bag attached to the puzzle board with zip ties.

VIDEO TAPES AND DVDs

- Items must be in original case and match what is on the case. For example, if they case states it contains a DVD and Blu-ray disk they should both be included in the package.
- Attach the tag to the item with packing tape so that the barcode is not covered.
- If selling a group of videos or DVDs together, put them in a large zippered plastic bag. Attach the tag to the bag with a zip tie or tape it to the outside of bag so the tag can be easily read and the barcode is not covered.

INFANT ITEMS

- Group like items by age and type and place in a zippered plastic bag with the tag taped to the outside of the bag so the tag can be easily read and the barcode is not covered. If an item has a cord, fold or wind up the cord and secure the tag to the cord with a zip tie or rubber band.
- Please place all infant blankets, sheets and towels in a zippered plastic bag and tape the tag to the outside of bag so it can be easily read and the barcode is not covered.
- For comforter sets and crib sets, put all items in a clear plastic bag and tape the tag to the outside of bag so it can be easily read and the barcode is not covered.

8. WHAT CAN I SELL?
All season (spring/summer & fall/winter) children's clothing in sizes preemie to juniors 18/20, maternity clothes, school uniforms, holiday dresses and outfits, outerwear, dance wear, dress-up clothes, accessories, shoes, books and toys, swimwear and Halloween costumes (see page 7 for guidelines).

Please note: The 2020 EcoKids Children’s Consignment Sale will be an all seasons sale consisting of spring/summer and fall/winter items.

9. PAYMENT
Consignors earn 50 percent of the amount for which their items sell; the other 50 percent goes to The Learning Lamp and is considered a donation. Volunteer for 5 hours or more and earn 60 percent! All payout checks are mailed to the address you provide when signing up. All checks not cashed within 6 months of issue will revert back to a donation to The Learning Lamp.

Please note: Lost checks will be charged a stop payment fee before a new check is issued.

10. VOLUNTEER AND SAVE
Volunteer for 5 hours or more: $5 fee waived + shop the presale + get 60% of your sale proceeds.

Please note: Consignors and family members MUST be age 18 or older to volunteer. For safety reasons, consignors are not permitted to bring children with them during their scheduled volunteer times - before, during or after the sale.
11. CONSIGNOR CHECK-IN AND DROP OFF TIMES:

- **SALE LOCATION:** The sale will be held at The Johnstown Galleria on the lower level outside the former BonTon Store. You should plan to park near the lower level mall entrance by AAA. We will have carts to help move your items to the sale location.

- **Consignors must check-in at the designated area when dropping off their items for the sale.** The items will be checked to ensure they follow the consignment sale guidelines and rules. Items not meeting the consignment sale guidelines will not be accepted for the sale. All items for the sale must be submitted at the consignor’s drop off time. No additional items will be accepted for the sale. No additional items or changes can be made to your account once you drop off your items, as your account locks at that time. **Do not use safety pins. Items with safety pins will not be accepted at drop off.**

  *Please note: Once you print your tags DO NOT go into MySaleManager and change your price unless you print a new tag and attach it to your item. Items whose price does not match the price listed on the sales tag will NOT be sold.*

- **DROP OFF:** All drop offs will occur on Monday, August 3, 2020 between the hours of 8 a.m. to 6:45 p.m. You must schedule your drop off time online in your MySaleManager account before this date. Drop off spots will be first come first serve.

  *Please note: Items will not be accepted at any other time. Please be sure to have all your items with you when dropping off.*

- After checking in, **You are responsible for putting your items out on the sales floor.** The process goes smoothly and quickly when items are brought organized by size and gender. Volunteers and staff will be available to help in this process, however it is your responsibility to ensure your items are on the sales floor and ready to be sold. Please allocate enough time to do so when scheduling your drop off time.

- If you are not donating your unsold items and plan on picking them up, or if you want your hangers returned after the sale - leave no more than three (3) bins, no lids, to collect your unsold items and your hangers. Consignors may pick up unsold items on Saturday, August 8, 2020 from 5:30 to 6:30 p.m. only.

  *Please note: Items will not be available for pick up any earlier than 5:30 p.m.—please plan accordingly.*

  *Please note: If you would like your hangers returned after the sale, all of your hangers must be clearly marked with your consignor number.*

12. SHOPPING DATES AND TIMES:

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</table>

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13. CONSIGNOR PICK UP TIME:

| Saturday, August 8, 2020 | CONSIGNOR PICK UP - 5:30 to 6:30 p.m. |

Please note: Items will not be available for pick up any earlier than 5:30 p.m.—please plan accordingly.

- All items will be sorted into the bins you left at drop off by volunteers and staff at the end of the sale—you are not responsible for collecting your own items at pick up.
- Consignors must check in with staff when picking up items and sign off that they picked up their items.

Please note: The Learning Lamp is not responsible for any unsold items that cannot be located by consignors, volunteers or staff at the end of the sale. Those items that cannot be located must be deemed as donated items.

Please note: Any items not picked up by 6:30 p.m. on Saturday, August 8 will be donated to a charity selected by The Learning Lamp - no exceptions.

Items We Accept

INFANT/TODDLER/KID ITEMS:
- Clothing (sizes preemie to juniors 18/20)
- Holiday dresses & suits
- Outerwear (light weight jackets, coats, hats, gloves, scarves)
- Halloween costumes
- Swimwear
- Shoes and Boots
- Nursing pillows
- Bottles (no nipples unless new in package)
- Breast Pumps
- Socks
- Blankets
- Hooded towels
- Room Decor
- Infant bedding, comforters, sheets, and mattress pads
- Furniture
- Lamps
- Picture frames
- Monitors
- Wipe warmers
- Safety gates
- Diaper bags
- Baby carriers (i.e. Baby Bjorn)
- Bath toys
- Strollers
- High chairs
- Riding toys
- Walkers
- Playpens or Pack ‘N Plays®
- Bassinets
- ExerSaucers®
- Baby swings
- Cribs / Toddler beds
- Crib mattresses
- Accessories
- Potty Chairs

Please note: Clothing MUST be clean with NO stains, odors, missing buttons, broken zippers or rips/tears.
Remember, items that are freshly laundered sell better!

BOOKS/GAMES:
- Children’s books (no tears)
- Maternity/infant care books
- Child rearing books
- Games and puzzles (must include all pieces)
- Videos/DVDs (in original and correct case)
- Educational computer games
Items We Accept (continued)

TOYS:
- Outdoor play items (play houses, swings)
- All toys must be clean and in working order

Please note: All toys that require batteries to operate must have batteries in them for the sale. Shoppers need to know that an item works. Toys that do not have batteries will not be put in the sales floor.

- If it’s a stuffed animal, it must talk or play music. Example: Leap Frog or Tickle Me Elmo. OTHERWISE, NO STUFFED ANIMALS.

ATHLETIC EQUIPMENT:
- Dancewear
- Roller blades, bikes and skateboards
- Bike helmets
- Protective wear
- Cleats
- Sports-specific equipment such as baseball gloves, soccer balls, etc.
- Sport-specific socks (i.e. soccer, basketball, etc.)

Still have a question about what you can bring? Please contact Deb at sale@thelearninglamp.org or call 814-262-0732 x242.

Keep in mind that people will be buying your items. If you do not think an item is in good enough condition to be purchased, or you would not buy it yourself, please do not send it to the consignment sale. Our goal is to offer quality children’s items at an affordable cost for families.

Items Not Accepted At Our Sale

- Clothing that has obvious signs of wear, odors, stains, tears, missing buttons, snaps or zippers
- Adult clothing other than maternity clothing
- Any items that are known to be on the Consumer Product Safety Commission Recall List
- Car seats
- Baby Bath tubs
- Stuffed animals
- Underwear, unless in new package
- Bottle nipples, unless in new package
- Pacifiers, unless in new package
- Anything that has not been thoroughly cleaned
- Toys or equipment that are broken, don’t work or are missing parts
- Perishable items such as baby food or formula
- Ziploc bags of random small toys, such as Happy Meal toys, nail polish, sea shells, etc.
- Sippy cups and chew toys
- Eating utensils, unless new in package

Please note: The Learning Lamp reserves the right to return items deemed inappropriate.
## Sample Pricing

**LOW END BRANDS**

Low end brands include, but are not limited to: Faded Glory, Garanimals, George, Child of Mine, No Boundaries, Simply Basic, Starter, White Stag, Baby Connections, Okie-Dokie, Toughskins, Jumping Beans, Bon Bebe, Little Wonders and Old Navy.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>SIZE: NB—24 MONTHS</th>
<th>SIZE: 2T—8</th>
<th>SIZE: 10—16</th>
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</thead>
<tbody>
<tr>
<td>Onsies</td>
<td>$2.00</td>
<td></td>
<td></td>
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<tr>
<td>T-shirts</td>
<td>$2.50</td>
<td>$3.00</td>
<td>$3.50</td>
</tr>
<tr>
<td>Tank top / halter top</td>
<td>$2.00</td>
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</tr>
<tr>
<td>Skirt / shorts</td>
<td>$2.50</td>
<td>$3.50</td>
<td>$4.50</td>
</tr>
<tr>
<td>Jeans / pants / capris</td>
<td>$2.50-$3.50</td>
<td>$3.50-$4.50</td>
<td>$4.50-$5.50</td>
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<tr>
<td>Leggings</td>
<td>$2.00-$2.50</td>
<td>$2.50-$3.50</td>
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</tr>
<tr>
<td>Sundress / Holiday / Formal Dress attire</td>
<td>$3.50 / $6.00-$7.50</td>
<td>$4.50 / $7.50-$10.00</td>
<td>$5.50 / $10.00-$12.00</td>
</tr>
<tr>
<td>Romper / one piece outfit</td>
<td>$3.50 -$4.50</td>
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<tr>
<td>Two piece outfit</td>
<td>$4.00-$4.50</td>
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<tr>
<td>Hoodies / jackets</td>
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<td>Winter Coats</td>
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<td>Halloween Costumes</td>
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<td>Swimming trunks</td>
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<tr>
<td>Bikinis / one piece suits</td>
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Sample Pricing (continued)

HIGH END BRANDS
High end brands include, but are not limited to: Adidas, American Eagle, Almost Famous, American Apparel, Amy Beyer, American Living, Baby 8, Baby Boden, Crazy 8, Crew Cuts, Osh Kosh, Arizona, Bonnie Jean, Carter’s, Baby Gap, Gymboree, Janie and Jack, Little Lass, Pink Rose, Boyz Wear, Justice, Under Armour and Nike.

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<td>Romper / one piece outfit</td>
<td>$4.50-$5.50</td>
<td>$4.50-5.50</td>
<td>$4.50-5.50</td>
</tr>
<tr>
<td>Two piece outfit</td>
<td>$5.00-$6.00</td>
<td>$6.50-8.50</td>
<td>$5.50-10.50</td>
</tr>
<tr>
<td>Hoodies / jackets</td>
<td>$4.00-$5.00</td>
<td>$5.00-6.00</td>
<td>$5.50-6.50</td>
</tr>
<tr>
<td>Winter Coats</td>
<td>$8.00</td>
<td>$10.00</td>
<td>$12.00</td>
</tr>
<tr>
<td>Shoes / Boots</td>
<td>$4.50</td>
<td>$5.50</td>
<td>$6.50</td>
</tr>
<tr>
<td>Pajamas</td>
<td>$3.50-$4.00</td>
<td>$4.00-4.50</td>
<td>$4.50-5.50</td>
</tr>
<tr>
<td>Halloween Costumes</td>
<td>$4.00</td>
<td>$6.00</td>
<td>$8.00</td>
</tr>
<tr>
<td>Holiday Outfits</td>
<td>$4.00-$5.00</td>
<td>$6.00-$8.00</td>
<td>$8.00-$10.00</td>
</tr>
<tr>
<td>Swimming trunks</td>
<td>$4.00</td>
<td>$5.00</td>
<td>$6.00</td>
</tr>
<tr>
<td>Bikinis / one piece suits</td>
<td>$4.50</td>
<td>$5.50</td>
<td>$6.50</td>
</tr>
</tbody>
</table>
DO I HAVE TO WORK THE SALE? No, you do not have to work at the sale. However, if you choose to volunteer for five (5) hours, you shop first! We’ll invite you to the presale, waive your $5 consignor fee, and earn 60% of your sales. It pays to volunteer!

HOW CAN I SHOP BEFORE THE PUBLIC? If you want to be absolutely one of the first people to shop the sale, then you need to volunteer or be a consignor. You do not need to be a consignor to come to the presale, you just have to VOLUNTEER! Have we mentioned how much we love volunteers?! Volunteers can shop Tuesday, August 4, 2020 from 2 to 8 p.m.

HOW DO I PRICE ITEMS? As a general rule, you will want to price items at about one-quarter to one-third of their original retail price. (If you really want the item gone, then mark it for $1.) If your item is a name brand such as Gap, Gymboree, Crazy 8, Under Armour, The Children's Place or another well known retailer or designer, you can price closer to one-third of original retail. Clothing from Target or Wal-Mart should be priced on the lower end. For example, if a Gap t-shirt can be purchased on sale for $11.99, you can reasonably price it around $4 if it is in good condition or $5 if it is in excellent condition. The one exception to the one-third/one-quarter rule is indoor/outdoor toys like kitchens and playhouses (Little Tikes-type items). These toys are in higher demand and you can expect to get as much as one-third to one-half of the original retail price, especially if they have only been used indoors and are in great condition. Please price in $0.50 increments. See pages 10-11 for more info.

WILL YOU TAKE ALL MY ITEMS? Please don't be offended if we return some of your items. It is often easy to miss a spot or a tear when you are getting your items ready at home. Items that are out of season, out of date, dirty, stained or damaged will be returned.

ARE CLOTHES LIMITED TO SEASON? Not this sale! Consignors are permitted to bring clothing and items from all seasons.

CAN I DONATE UNSOLD ITEMS? Yes! We will donate remaining items to local charities. In the past, we have given to Infants and Children (WIC) program, Angel Wings, Beginnings, Inc., United Methodist Church, Mom’s House, Birthright of Johnstown, various school districts, Women’s Help Center and more. If you would like us to donate your items, please let us know that you will NOT be picking them up when you drop off your items and by marking your items DONATE when entering them. Items will be donated immediately after the sale. Items not picked up by 6:30 p.m. on Saturday, August 8, 2020 WILL BE donated - no exceptions!

CAN I PICK UP ITEMS THAT DON’T SELL? Yes, at the designated time: Saturday, August 8, 2020 from 5:30 to 6:30 p.m. Due to the increase in the number of consignors, it is absolutely necessary that you make arrangements for yourself or someone to pick up your items at the designated pick-up time. Items not picked up by 6:30 p.m. on Saturday, August 8, 2020 will be donated—no exceptions!

Please note: Items will not be available for pick up any earlier than 5:30 p.m. - please plan accordingly.

DO I HAVE TO TAG MY ITEMS? Yes. Print tags from MySalesManager.net. Items with incorrect tags will not be put on the sales floor. Tagging guns are available to loan from The Learning Lamp (first come, first serve) for a period of two days at a time.

DO CLOTHES HAVE TO BE ON HANGERS? Yes. This ensures your items have the best chance of selling. Please buy or collect hangers early, as stores sell out of children’s hangers around the time of the sale. If you want your hangers back after the sale they must be labeled clearly with your consignor number. Color-coded tape or symbols will not ensure the return of your hangers; please use your consignor number only.

HOW DO I GET PAID? You will receive your check within 30 business days in the mail. Reminder—Consignors earn 50 percent, unless you volunteer five (5) hours or more, then you’ll receive 60 percent with the remaining percent being a tax-deductible donation to The Learning Lamp. All payout checks are mailed to the address you provided when signing up. All checks not cashed within 6 months of issue will revert back to a donation to The Learning Lamp.

Please note: Lost checks will be charged a stop payment fee before a new check is issued.
Consignor Seller Agreement

Please note: The Consignor Seller Agreement will now be signed electronically in your account on MySaleManager.net. The Consignor Seller Agreement must be signed in order to participate in the sale.

A.) Consignor Contact Information Consignor Fee:
I understand that a Consignor Fee of $5 will be deducted from my net proceeds unless I have completed at least five (5) hours of volunteer work by the end of the sale on Saturday, August 8, 2020. Volunteer time is tracked and monitored.

B.) Split and Payment of Proceeds:
1. Consignor Payout:
   a. Consignors will receive **50 percent** of the selling price of their items, with 50 percent as a tax-deductible donation to The Learning Lamp.
   b. Consignors who also volunteer **five (5) hours or more** will receive **60 percent** with 40 percent as a tax-deductible donation to The Learning Lamp.
2. I understand that payout checks will be mailed to the address provided by the Consignor at sign up within 30 days of the sale. All checks not cashed within 6 months of issue will revert back to a donation to The Learning Lamp. All payments will be deemed final as of Saturday, August 8, 2020.

C.) 50 Percent Off Sale:
I understand that as a consignor, I must participate in the 50 percent off sale on Saturday, August 8, 2020 and that my items will sell at the discounted rate.

D.) Item Check-In, Drop-Off and Set-Up:
1. I understand that I must check-in with the sale managers when dropping off my items for the sale.
2. I understand that it is my responsibility to place all my items on the sales floor at drop-off.
3. I agree that all items to be sold at the sale will be submitted at my designated drop off time and that my account will be locked at that time.
4. I agree to comply with the list of acceptable items, item preparation and tagging requirements. (Must be tagged, hung and sorted by size.)
5. I understand that items deemed unacceptable by The Learning Lamp will not be sold.
6. I agree to choose a drop-off time for Monday, August 3, 2020 through MySaleManager.net, and that I will drop off at that dedicated time.
7. I understand that The Learning Lamp will not be held responsible for lost, stolen or damaged tags or items.

E.) Unsold Item Pick-Up/Donations:
1. Consignors **must** pick up unsold items between 5:30 and 6:30 p.m. on Saturday, August 8, 2020 or choose to donate them to charity.
2. Items not picked up by 6:30 p.m. will be donated to a charity—**no exceptions**.
3. I understand that it is my responsibility to check in with a staff member at pick up and sign off that I have picked up my unsold items and/or hangers.
4. Consignors planning to pick up their unsold items and hangers must, at the time of drop-off, include **no more than three (3)** bins, no lids, with their consignor number clearly displayed.
5. I understand that if I want my hangers returned, the hangers must be clearly labeled with my consignor number.