

FALL 2025 GUIDE TO

Selling



WITH JBF PRINCE WILLIAM

Basic Details

Earn 60% on sold items

Enter tags on the computer or smart phone (talk to text available).

Watch your sales live and get paid within 2 weeks of closing.

YOU choose to reduce for the half-price sale & YOU choose to donate or pick up unsold items.

\$12 consignor fee due upon final registration step.

Shop earlier and earn up to 70% by working at the sale!

Contents

CLICKABLE



Sign Up

Gather and Sort

Price

Prep

Safety & Recalls

Drop Off

Join Our Team (working at the sale)

Guides

CLICKABLE

What's Accepted - 2025

Bring 3 List

Bring 3 Form

Tagging Videos

Seller Checklist

Step 1: Sign Up for the sale event **HERE**. To schedule your drop off & pick up appointments and pay your consignor fee, see the link in your registration email.

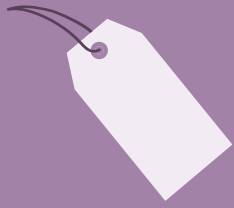
Step 2: Bookmark the How to Page and join our Consignor FB Group.

Step 3: Head to myjbf tags.com to begin entering tags.

Be sure to review this guide **EACH SALE** for changes.

*Make sure to point your tags before every event by opening your "tagging" account once after registering. This will ensure your items will scan at the cash registers.

*Want to earn 70% on your sold items? Register as "team member" when you sign up for the sale.



STEP #1

Register



Let's do this together!

If you're a first-time seller, or a returning consignor needing a refresher, you'll find everything you need to know—right here in this guide—to help you turn your outgrown kids items into CA\$H.



Gather



Sort



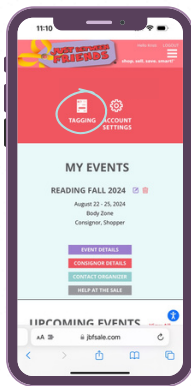
Price



Prep



Drop Off



REGISTRATION HAS 2 PARTS:

Part 1: Save your spot by registering as a Consignor at the Just Between Friends Prince William County sale on the tagging site. Make sure your item show up in inventory every sale by .opening your tagging account **AFTER** registration!

Part 2: **Click HERE** to schedule your drop off & pick up appointments and pay your consignor fee .

Note: Presale passes will be available at drop off.

After you have registered, bookmark the Seller How to Page. It will be your source for tagging help, sale week details, and any forms you may need when you drop off.

How-To-Page

[Click](#)



Tagging Supplies:

Laptop, tablet or mobile device

White card stock (60lb+)

1.5 - 2.0 inch safety pins

Plastic tubular or wire hangers
(Use child for **5T & under**; **adult size for 6+**)

Quart, gallon & XL clear storage bags

Clear packing tape

Painters tape to use on paper and cardboard

Scissors

Zip-ties (all size) - shoes, toys, multi piece

Optional Supplies:

Tagging gun & barbs
(**Watch training videos**)

Paper Cutter

Printer

Cleaning Supplies
Magic Eraser, stain remover, etc.

Questions? email michellebaxter@jbfale.com

STEP #2

Gather & Sort

JUST BETWEEN FRIENDS

Tagging Videos

Gather Your Items

Children typically cycle through a wardrobe every 6 months. So, if you're feeling like you have lots of outgrown clothes in your home, you're not alone! You can also sell other kids items you have around your home. Here are some places to look for more to sell.

Check all over your home!

Furniture

- toddler beds
- dressers
- bassinets
- swings
- rockers
- changing tables

Outdoor Toys

- bikes & trikes
- scooters & skates
- ride-on toys
- playhouses

Be sure to check the garage!

Bedrooms

- clothing & shoes
- lamps & rugs
- gliders & rockers
- boppies & monitors

Closets

- sheets & towels
- diapers
- step stools
- pillows & blankets

Playrooms

- puzzles & games
- dress up
- crafts & supplies
- music toys
- video games

Large toys

- exersaucers
- bouncers
- play kitchen sets
- play tool bench sets
- train table

Misc.

- new pacifiers
- safety items

Kitchen

- dishes
- lunch boxes
- sippy cups
- highchairs
- safety items

Bathrooms

- diaper disposals
- bath toys
- infant tubs

MY CHECKLIST

Check off this list as you gather your items!

- | | |
|---------------------------------------|--|
| <input type="checkbox"/> Large Toys | <input type="checkbox"/> Furniture |
| <input type="checkbox"/> Outdoor Toys | <input type="checkbox"/> Kitchen |
| <input type="checkbox"/> Bedrooms | <input type="checkbox"/> Bathrooms |
| <input type="checkbox"/> Closets | <input type="checkbox"/> Garage |
| <input type="checkbox"/> Playroom | <input type="checkbox"/> Attic or Basement |

PRO TIP:

If they have not used it in 6 months or worn in this season, TAG IT!

Keep | Sell | Toss

It's okay to **KEEP** the items that you just aren't ready to part with yet. **TOSS** the items that are too well-loved (stains, missing pieces, or are not working).

SELL and CASH IN on the rest that meets our JBF standards listed below!

The 4 C's Rule

HOW TO KNOW WHAT TO SELL



Clean

The newer it looks, the better it sells. Check carefully for stains, holes, and odor in clothing. Clean all items thoroughly.



Current

Sell clothing and shoes in current styles and fashion. Make sure they're the right season. Sell warm weather clothing and shoes at our Spring/Summer sale. Sell cold weather items at our Fall/Winter sale. Shoppers love current styles that are in fashion.



Complete

Be sure all parts & pieces are present before you tag items. Shoppers want to open their items when they get home and find everything in working order. Toys, games and puzzles must be sold as complete sets without missing pieces. Clothing items must be functional (buttons and zippers work).



Compliant

Important Safety guidelines apply when selling a car seat, stroller, baby equipment and toys. Check [safety.jbfsale.com](https://www.jbfsale.com/safety) for details.



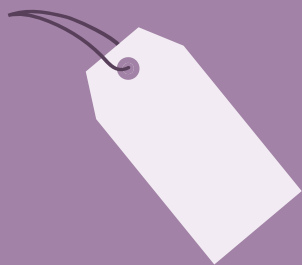
Safety waivers are **REQUIRED** for all cribs & car seats.

PRO TIP #1:

Stains are hard to see. Look at your clothes under natural or fluorescent light to make stains easier to see.

PRO TIP #2:

Sort into piles by gender, size, & category during this step to save time tagging--you can use the "Rapid Entry" feature in the tagging site.



STEP #3

Price



Tagging Videos

STEP 3: PRICE & PREP

When you sell at JBF, you are in control of the price of each item. You also decide if it goes half price during our half-price sale times. If the item doesn't sell, you can either donate the item to our local charity partner, or you can pick it up.



We recommend pricing at 1/3 of retail! Ask yourself, "What price would make me buy this item and brag about it to a friend?"

Item	Bargain Brands	Everyday Brands	Boutique Brands
Pajamas	\$2 - \$3	\$3 - \$4	\$5+
T-shirts	\$1 - \$2	\$2 - \$3	\$4+
Jeans / Pants	\$2 - \$3.50	\$3 - \$5.50	\$6+
Dresses / Dress Shirts	\$2.50 - \$4.50	\$3.50 - \$6	\$6 - \$8+
Sneakers	\$3 - \$6	\$5 - \$8	\$8+
Jackets / Coats	\$4 - \$6	\$6 - \$9	\$8+
	Cat & Jack, Garanimals, Cherokee, etc (retail \$4 - \$10)	Carter's, Children's Place, Department Store brands (retail \$6 - \$15)	Crewcuts, Mudpie, Janie & Jack



Price HIGHER for:

- New with Tags
- Big kids sizes
- Items in Original Packaging



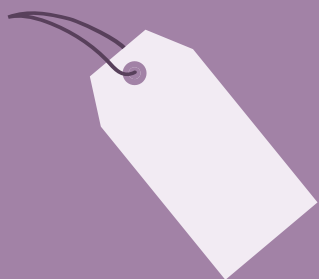
Price LOWER for:

- Infant Items under 12 mo.
- Maternity Clothing
- T-shirts



Bundle Items to Save Time

Create sets or bundles. Some examples include: Putting an outfit together, or a set of same-size onesies. Bundle 6 pair of socks together, or several superhero figures. Shoppers love it, and you only have to create one JBF tag! All items in a bundle **MUST** be the same size.



STEP #3

Price



Tagging Videos

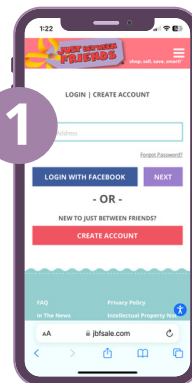
Creating Tags

Now that you've inspected your items, it's time to log in to your JBF Profile and enter your tag data.


STEP 1: Go to jbfsale.com & click on "Login" or create a JBF profile

STEP 2: Click on the Tagging icon

STEP 3: Enter & Print Tags



Category: Size/Type: Description: Price: Reduce: ☐ Donate: ☐ Quantity:




137874867
A123BCD
\$4.50

Shoes - Girls
05/22/2024

A-123-BCD

Carters Pink Sparkly Sneakers



Size/Type 137874867
5 \$4.50

3

Full Price Indicator:

In some cases, sellers do not want an item to be reduced during the JBF sale. In that case, UN-CHECK the "Reduce" box.

This will cause the "Full Price" STAR to print on your tag. Tags without this indicator will ring up at reduced prices on the reduced price days of the sale.

Reduce
☐


Full Price
Full Price Star



No Printer? No Problem!

When you finish creating your tags use the "Print PDF" option and save the PDF file. Printing your tags at an office supply store will save you ink and time. Don't forget to ask them to cut your tags! Or print at the library.



If you want to donate unsold items to our charity partner, check the "donate" box.

CAUTION: Items marked for donation will be pulled as soon as the sale closes. You will not be able to retrieve them if you change your mind.

STEP #4

Prep



Tagging Videos



Clothing Items

Hang all clothing on a hanger and attach JBF tags with safety pin or tagging gun (see tagging videos BEFORE using a tagging gun). Accessories (socks, mittens, hats) can be hung on a clip (provided at the sale).



Be sure the hanger hook opens to the left, like a question mark before hanging an item.

Adding a Tag Using Safety Pins



We recommend using 1.5" - 2" safety pins to attach your tags to clothing. Your tag attaches to the front right of your item, through the safety pin indicated on the tag.

Please Note: Safety pin holes WILL disappear when washed by its new owner.

Adding a Tag Using a Tagging Gun



If you use a tagging gun to attach JBF tags, puncture through the manufacturer's tag. If your item doesn't have a manufacturer's tag, puncture an inside seam at the neckline or right armpit (when looking at the front of the item).

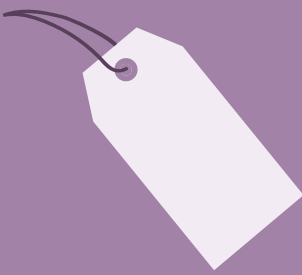


Do **NOT** puncture directly through the fabric of an item. Safety pin holes disappear when washed--tagging gun holes do not. Clothing with tagging gun holes will not be accepted.

Hanging Pants & Sets



Pin pants to the top rail of the hanger. If it is a set, hang shirt on the hanger, turn the hanger around, and pin the pants facing front-out onto the back of the hanger. (Better yet, use two hangers and zip tie together) The closer the pins are to the center of the hanger, the less likely they are to slide off during the sale. It's a great idea to create sets in sizes NB-5/6. Larger sized items sell best as individual pieces. Items in sets **MUST** be the same size.



STEP #4

Prep



Tagging Videos

Preparing Your Items & Attaching Tags

Now that your JBF tags are printed, cut them apart. If you printed at a local print shop, this step may already be done - Ask if cutting the tags is included, or an extra fee!

TWO TAGGING ESSENTIALS:

1. Tag is attached securely so it won't fall off - we can't sell it if it doesn't have a tag!
2. All pieces are secured together (won't separate or fall out of bags)



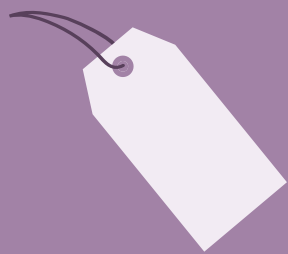
Do not bag clothing or cloth items. Shoppers want to see what they are buying. Hang clothing, towels, blankets, bedding, etc. on hangers.

The only items that should be bagged are small accessories and toys! We provide clips for boys and girls accessories (hair, socks, belts, etc).

Accessories

Use clear bags to bundle sets of socks, hair accessories, infant mittens and hats, or simply pin tags directly to items. Make sure shoppers can see well. Tape tags to the outside of bags with clear packing tape.





Tips & Tricks



When creating a set, please ONLY use safety pins to attach pieces. If you are using two hangers, you may TAPE or ZIP TIE the hangers together. Do not use twine or rubber bands, and you must use ONLY wire or plastic tubular hangers.



Baby carriers, and bedding (coverlets, blankets, etc) should be hung and zip-tied to the hanger.



Use saran wrap to secure wooden/tray puzzles.



For drop off - keep sizes (by gender) separate by alternating sides for each size or put them in bags.



Safety & Recalls



Safety Matters--CHECK FOR RECALLS HERE



Just Between Friends is dedicated to keeping families safe. That's why we want you to have up-to-date information on safety and recalls for items you're still using and for items you want to sell at JBF. We also recommend that you check all pockets of clothing, bags, etc to make sure nothing inside is unsafe for children!



CAR SEATS: GET WAIVER HERE

All Car Seats must be checked for recalls before selling at JBF.

A completed **Car Seat Waiver is required** for all car seats, booster seats, and bases.

CRIBS: GET WAIVER HERE

All Cribs made before June 28, 2011 are no longer considered safe for infants.

For cribs manufactured on or after this date: a completed **Crib Waiver is Required**.



INFANT SLEEP PRODUCTS

JBF accepts cribs, bassinets, cradles, bedside sleepers, and play yards that meet current Safety Standards set by the Consumer Product Safety Commission and JBF quality/condition standards. **Pack n Play may NOT be sold with a mattress.**

For all other items marketed or intended to provide a sleeping accommodation for an infant up to 5 months of age, the product must have a stand, meet stability requirements, and have a side height of at least 7.5 inches.

All other infant sleep products are not accepted for resale at JBF.



DRAWSTRING SAFETY

Upper Outerwear **WAIST** Drawstrings

should be 3-inches or shorter and sewn to garment at mid-point so string cannot be pulled to one side.

Upper Outerwear NECK Drawstrings should be removed completely.

Drop Off & Pick Up



You did it!

Now that your items are tagged, you'll want to pack items **organized by gender and size** so that your Drop Off appointment is easy and fast.

1

Plan for 60-minutes to drop off your items. Longer if you have 300+ items to drop off. Check in, get your pre-sale passes and get a rolling cart to load your items or bring your own cart or wagon.

2

All clothing & shoes must be inspected. While your clothing is being inspected, please go through the safety recall process and put other items (books/toys/games, etc) on the sales floor in the appropriate places. After clothing is inspected, you will hang them by gender, size, and consignor letter. Coats/outerwear will be hung down the middle section of the racks (look for the sign)

3

Unsold items are picked up by appointment on Sunday. Mark your calendar so that you don't forget! Unclaimed items are donated at 8:15pm. If you're donating all your items, you do NOT need to come to pickup.

All items marked with a "D" for donation are removed from the sales floor immediately after the sale closes at 1 pm on Sunday. Do not mark your clothes for donation if you might want them back if they don't sell - you cannot retrieve donated items at Pick Up.

We do not hold items after 8:15 on Sunday. Anything left at the venue at 8:15 is taken by the Charity as a donation, regardless of whether you tagged it as a donation or not.

Working at the Sale



Sellers can work at the sale to earn up to 70% on sold items. Some shifts offer an additional BONUS – check out the shift descriptions when you register to be a Team member.

No children are allowed on your shift.

How to Register as a Team Member

1

After you register to sell as a consignor, go back to your consignor profile page and click “help at the sale”. That will take you back to the registration screen, where you will check the “team member” box. Watch the consignor FB page to see when Team Member registration opens.

2

Clicking the “team member” check box will open the shift scheduler. Choose the shift or shifts you wish to work and save your selections. You may click the details box to get a description of tasks you might have during a particular shift.

3

Presale passes will be provided at Drop Off.

OUR CORE VALUES



We treat
people like
FRIENDS



We
FIGURE
things out



We value
PROGRESS
over perfection



We are
better
TOGETHER





JBF STANDARDS

Please bring us your BEST items
High Quality items = Happy Shoppers!



CLEAN

The newer it looks, the better it sells. Check carefully for stains and holes in clothing. Clean all items thoroughly.

CURRENT

Sell items that are seasonally appropriate. Check the complete list of acceptable items below. Shoppers love current styles that are in fashion (we recommend less than 5 years old).

COMPLETE

Be sure all parts & pieces are present before you tag items. This includes working batteries.

COMPLIANT

Important Safety Guidelines apply to car seats, cribs, infant equipment & toys. Go to cpsc.gov to check for recalls!



[Click to play video](#)

REQUIRED FORMS

- [Crib Checklist](#) (We accept cribs manufactured after June 2011)
- [Car Seat Waiver](#) (Must include printed OR digital owner's manual)