

# Your Guide to *Consigning* with JBF North Bay



HELPING FAMILIES SAY *yes!*

*Fall 2024  
Edition*



*Clean out & cash in!*

# Welcome!



HELPING FAMILIES SAY *yes!*

## Let's do this together!

You'll find everything you need to know — right here in our Consignor Guide — to help you turn the items your kids have outgrown into CASH!



Hi! I'm Joan, your event organizer!

## We are here for you!

You'll have access to lots of resources including me, along with consignor coaches, and our wonderful consignor Facebook group. You CAN do this!

# Let's get started!



**Gather**



**Sort**



**Price**



**Prep**



**Drop Off**

# Fall 2024 Updates



HELPING FAMILIES SAY *yes!*

**We constantly monitor safety information and trends at JBF sales to ensure the best experience possible. Here are some updates for Fall 2024:**

**NEW!**

We are adding a teen section for guys and gals! The category will be Clothing-Teen and we'll use sizes XS-XL. Any adult-style clothing will be subject to the \$0.50 no thank you fee.



Minimum Price: \$2 per hanging clothing item



We will not accept water beads of any kind



**Special Drop Off Areas for Fall:**

Coats/Jackets

Sports: swim, dance, gym, dance/dance shoes

Halloween\*

Christmas/Hanukkah\*

Travel equipment (car seat bags, etc)

Sleep sacks

**Pro-Tip:**  
Pack these  
separately for  
drop off

\*Includes clothes, costumes, decor, and arts & crafts

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Gather



Sort



Price



Prep



Drop Off



# Consignor Fee and Earnings



## Consignor Fee

Consignors reserve a spot by prepaying the Consignor Fee. This helps the organizers know how many consignors are committed so they can plan space accordingly and market the sale to bring in more shoppers! The fee is \$22.00. If you'd prefer to pay later, you can register now and have the fee of \$25.00 taken out of your consignor check.

## Earnings

JBF North Bay Consignors earn 60% of the final sale price.

## Payment

Consignors receive an eCheck via email within 14 days after each sale. eChecks are printed at home and deposited like a regular check.

Want to earn **MORE**  
than 60%?

### Sign up for SmartPay!

Instead of receiving a check, you'll receive 70% of your sales as credit towards your future purchases at JBF North Bay! [Click here to learn more.](#)

# Consignor Schedule



HELPING FAMILIES SAY *yes!*

## Here's Your Schedule

Consignors pick a drop off time, shopping times, and a pick up time (if you aren't donating your unsold items) when you register. Yes, consignors have a special Presale shopping time for the regular sale AND half price presale included in your registration fee! Plus you get access to the sale at all public shopping times!



**JBF North Bay**

**Sonoma County Fairgrounds**

1350 Bennett Valley Rd, Santa Rosa, CA 95404

## Consignor Schedule

TUES OCT 1	THUR OCT 3	FRI OCT 4	SAT OCT 5	SUN OCT 6	MON OCT 7
<b>Consignor Drop Off</b> By Appointment 4pm-8pm	<b>Platinum and Gold Shopping</b> Upgrade your ticket to shop early! <b>Consignor Presale</b> Scheduled Entry 10am-3pm + 1 Guest	<b>Opening Day*</b> <b>Public Shopping</b> 9am-8pm	<b>Open to the Public*</b> <b>Sensory Friendly Shopping</b> 8am-9am  <b>Public Shopping</b> 9am-3pm	<b>Half Price Sale*</b> 8am-1pm  <b>Fill A Bag Sale</b> 1pm \$25 per ticket	<b>Consignor Pick Up</b> By Appointment 10am-12pm
<b>WED OCT 2</b>  <b>Consignor Drop Off</b> By Appointment 8am-2pm	No strollers or kids during presale. Wagons and infants under 1 in a carrier are ok.  <b>Mid-Sale Drop Off</b> Non-Clothing Items Only 4pm-7pm No Appt needed	<b>NEW!</b>  <b>Teen Shopping Event</b> 3-8pm	<b>Half Price Consignor Presale</b> Scheduled Entry 5:30pm-7pm +2 Guests	<b>SORT</b> 2pm-10pm Paid shifts available and you get to shop early! Email for details!	<b>ALL ITEMS REMAINING WILL BE DONATED AT 12:01PM</b>
	\$15 Parking	\$15 Parking	\$15 Parking	\$15 Parking	

\*Once we scan your Consignor Registration at drop off, your QR code will be valid for all public shopping times Friday-Sunday. If you'd like to shop during Sensory Friendly Shopping, please reserve a free ticket online since tickets are limited.

# How to Register



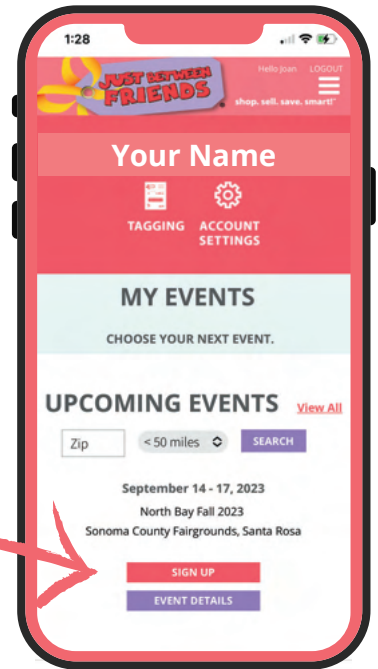
## Step 1: Create A Tagging Account

Go to [jbfsale.com](http://jbfsale.com) to create a JBF Profile. This will generate your consignor number.

## Step 2: Sign Up for North Bay Event

Search for Upcoming Events and click sign up.

*You can complete these steps  
anytime and start tagging!*



## Step 3: Complete your Consignor Registration

You'll register through our ticketing platform called TicketSpice to select your drop off time, shopping times, and pick up time, if you aren't donating.



## Kids Grow Fast!

Each child cycles 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!

Plus, you can also sell items you likely have around your home. Here are some places to look for more to sell.

## Check all over your home!

### Bedrooms

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

### Closets

- sheets + towels
- diapers + new supplies
- step stools
- pillows + blankets
- maternity wear

### Playrooms

- puzzles + games
- family DVDs
- dress up + costumes
- crafts + supplies
- instruments
- gaming systems

### Bathrooms

- diaper disposal systems
- bath toys + supplies
- newborn tubs

...and check the garage!



## Have any of these hot-selling items?

### Large toys

- exersaucers
- rockers
- play kitchen sets
- tool bench play sets

### Furniture

- toddler beds
- dressers + bassinets
- rockers + bouncers
- changing tables

### Feeding supplies

- new pacifiers
- dishes + lunch boxes
- sippy cups + boosters
- safety items

### Outdoor toys

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





## Keep | Toss | Sell

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. And...



## SELL the items that meet these 4 C's:

### CLEAN

No stains, rips, holes, pilling, excessive wear, smoke, or pet odors.

### CURRENT

No outdated styles.

### COMPLETE

No missing pieces and everything is in working order (batteries, etc).

### COMPLIANT

No recalled items and all safety straps are present.

*Ask yourself - would I purchase this item?*



## Shopper-Focused Pricing

We recommend a **1/3 of retail price** guideline. Ask yourself, "What price would make me buy this item without hesitation...and brag about my bargain to my friends?"

Retail Price	JBF Clothing Price	Pricing Non-Clothing Items	
less than <b>\$10</b>	<b>\$2-3</b> <b>Value Brands:</b> Cherokee, Cat & Jack, Garanimals Bundle to meet \$3 minimum per tag/hanger	Toys Books Baby Gear Furniture Electronics Sporting Goods	 Price a little higher for: <ul style="list-style-type: none"> <li>• new with tags</li> <li>• big kid sizes</li> <li>• teen sizes</li> <li>• hot toys</li> <li>• large baby gear</li> </ul>
between <b>\$10-\$20</b>	<b>\$3.50-6+</b> <b>Standard Brands:</b> Carter's, Gap, Children's Place, Nike	<b>33%</b> of retail	Price a little lower for: <ul style="list-style-type: none"> <li>• Clothing NB-2T</li> <li>• maternity</li> <li>• bedding</li> </ul> 
more than <b>\$20</b>	<b>25-35%</b> of retail <b>Boutique Brands:</b> Crewcuts, Mud Pie, Janie & Jack	<b>Want to SELL Even MORE?</b> Choose to REDUCE, which allows your items to sell at 50% off during discount sale days	



## Bundle Items to Save Time

As you are thinking about prices, consider creating sets or bundles. Put 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!

# Reduce and Donate



## Reduce and Donate Helps Your Items Sell!

**Reducing** means your items can sell for 50% off on Saturday night and Sunday.

WATCH VIDEO



**Donating** means you agree to donate any unsold items to our charity partner, United Cerebral Palsy of the North Bay and you get to skip pick up!

## Update Your Settings to Reduce and Donate

- Log into [myjbftags.com](http://myjbftags.com)
- Click on Tagging
- Click on My Settings (top right)
- Select Reduce and Donate - then Update
- If you are on mobile, click on Go to full website at the bottom of the tagging screen

MY JBF TAGS  
shop. sell. save. smart!™

MY TAGS CREATE TAGS PRINT TAGS REPORTS **MY SETTINGS** HELP

User Defaults

Reduce ☒  
(I want my items to be reduced price on discount days.)

Donate ☒  
(I want to donate my unsold items after the sale.)

Update Cancel



**Donating benefits our charity partner and you can get a tax donation form**



Website



Consignor Group



Instagram

# Categories



Accessories - Boys  
Accessories - Girls  
Arts & Crafts  
Baby Equipment  
Bedding  
Books  
Car Seat  
Clothing - Boys  
Clothing - Girls  
Clothing - Maternity  
Clothing - Teen  
Costumes/Dress Up  
Crib  
Educational  
Electronics  
Exersaucer  
Feeding  
Furniture  
Games  
High Chair  
Holiday  
Miscellaneous  
Mommy Mart  
Movies  
Music  
Musical Instruments  
Puzzles  
Room Decor  
Shoes  
Shoes - Boys  
Shoes - Girls  
Sports Equipment  
Stroller  
Toys  
Toys - Infant  
Toys - Outdoor  
Toys - Riding  
Toys - Toddler  
Walker

Here is a complete list of the categories you'll see in the tagging system



\*Always use numerical clothing sizes NB-16/20. For example, if you have clothing marked medium for an item under size 20, please choose the closest numerical size. This will help staff and shoppers know exactly where the item belongs if it is misplaced. Only teen and maternity clothing will use XS-XL sizing.

## Helpful Tips

**Clothing - Boys** - Up to size 20\*

**Clothing - Girls** - Up to size 16\*

**Clothing - Maternity** - **LIMIT of 20 items** of maternity branded clothing (no non-maternity women's clothing)

**Baby Equipment** - Carriers, infant tubs, Pack 'n Play, etc

**Exersaucer** - Activity Centers

**Mommy Mart** - Now called Gift Again which is gifts for parents like photo albums, tumblers, etc. **LIMIT of 10 items**

**Room Decor** - Always limited to children's bedroom and bathroom decor (no adult decor)

**Shoes** - Shoes must be child/teen appropriate. Adult shoes are not accepted.

**Sports Equipment** - Includes snow bibs



Please note that mattresses are not accepted



Website



Consignor Group



Instagram



## Bring your best!

Maternity

20  
Tags

Gift Again (brand new only)

10  
Tags

## Clothing Price Minimum

Clothes on hangers must be marked for at least \$2.00. You can bundle items together! Put same items together like a set of two pants, or an outfit like pants and a shirt. Only one tag per hanger!



Save on the cost of hangers!

# What to Consign



HELPING FAMILIES SAY *yes!*

All seasons of clothing  
onesies, shirts, dresses



Shorts, skirts, capris,  
dresses,  
pants, jeans



All pajamas



Sandals, rain boots,  
shoes, Crocs, flip flops,  
water/swim shoes



Winter coats,  
jackets and  
winter accessories



Swimsuits and  
swim accessories



Sports equipment  
including snow bibs,  
dress up outfits and sets



This is an **ALL SEASON** event. We do recommend holding very spring or summer clothes until our Spring event to give you the best chance of selling the items you tag!

# What to Consign

Plates, cups, utensils



NEW nipples, pacifiers  
bottles with nipples  
removed



CLEAN stuffed animals



Soft infant toys



Cribs, toddler-twin beds,  
bed rails, co-sleepers,  
bassinets



Books: Soft, board,  
picture, chapter,  
educational, tween,  
parenting



DVDs: Rated  
G, PG, PG-13 only



## NO THANK YOU ITEMS

There are some items we cannot sell, no matter what the season due to safety concerns.

X USED nipples  
X USED pacifiers

X drop-side cribs  
X crib bumpers  
X baby wedges  
X full+ size beds  
X mattresses

X adult books  
X adult cookbooks  
X self-help books

X R-rated DVDs  
X adult content DVDs  
X VHS tapes  
X CDs

X water beads



# What to Consign

**These items are a “yes” at any of our sales and they usually sell well!**

Safety First: All items must meet safety standards. Please check for recalls and be sure all safety straps are included.





# What to Consign

## Boutique

Designed to feature more expensive products and designer brands, there will be a staffed area near the registers called the Boutique. You may drop off your items to this area and our staff may move high value items into the Boutique throughout the sale to bring attention to your items and also prevent theft.

## Boutique Items

All legos, video games, electronics, small toys over \$20



High end, designer clothing



Diaper bags, breast pumps, infant carriers



**The boutique will feature a separate checkout area for easy purchase and extra security for your items**



Please note that JBF North Bay does their best to prevent theft but the sale is open to the public. JBF North Bay is not responsible for the loss of items. While you are at the sale, **if you see something, say something to a staff member.**

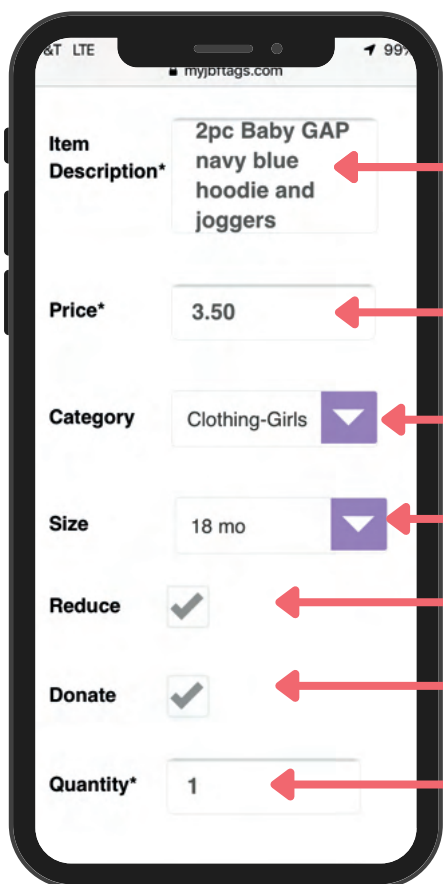
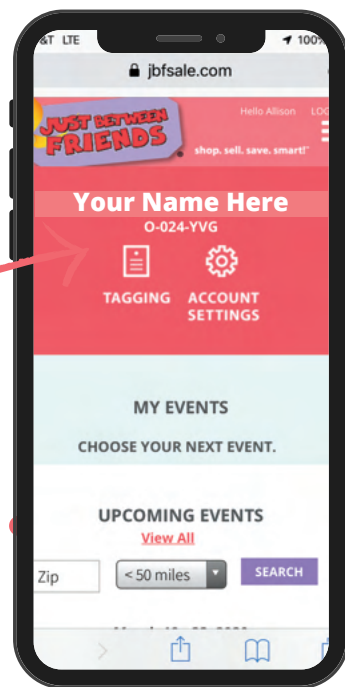
# Creating Tags



## Where to Create Your Tags

Now that your items are gathered and bundled, it's time to log in to your JBF Profile and enter your tag data.

- [www.myjbftags.com](http://www.myjbftags.com)
- Login on mobile or desktop
- Click on TAGGING



Add a complete description. Include brand, color, number of pieces included. More information will help staff if the tag becomes separated from the item.

You determine the price!

Choose the category that fits best

Indicate size for clothing and shoes

A check mark here will allow your item to sell at 50% off on Half Price Day

A check mark here will allow your item to be donated if unsold

Enter quantity if you have more than one of the exact same item and want to create several tags at once

### TIP! Talk-to-Text

If you are entering tags on your mobile device, use talk-to-text to go even faster.



# Printing Tags



## Printing your tags

Print tags on 8.5" x 11" **white card stock** (not regular paper).  
Tags automatically print 9 tags per page.

- Select checkboxes next to the tags you want to print.
- Hover over Print Tags and select PDF.
- Once you print tags, you cannot alter them without REPRINTING them.



### MY JBF TAGS

shop. sell. save. smart!™

MY TAGS

CREATE TAGS

PRINT TAGS

REPORTS

MY SETTINGS

HELP

We do not recommend printing from your mobile device. It is best to download the tags as PDFs and then print.

You can also download the tags and print at your local office supply store. Bring your own card stock and save \$\$!



## Need Help?



- Make sure your Adobe PDF or other viewer is up to date.
- If you are on a MAC, try using Google Chrome.

# Supplies



## Let's Gather all of your Supplies!

You'll need a few supplies when you are ready to attach your tags. It seems like a long list but you probably have a lot of these items in your house right now!



### Gather these supplies to make your prep faster:

- hangers
- clear self-sealing bags (zip-loc)
- ribbon/string
- zip-ties
- clear tape & painter's tape
- clear plastic wrap
- scissors
- safety pins or tagging gun
- hole-punch



## Need to Order Supplies?



We put together an Amazon store with all of the supplies you need in one place.

Visit our store [here](#)

WATCH VIDEO





# Prep - Non Clothing



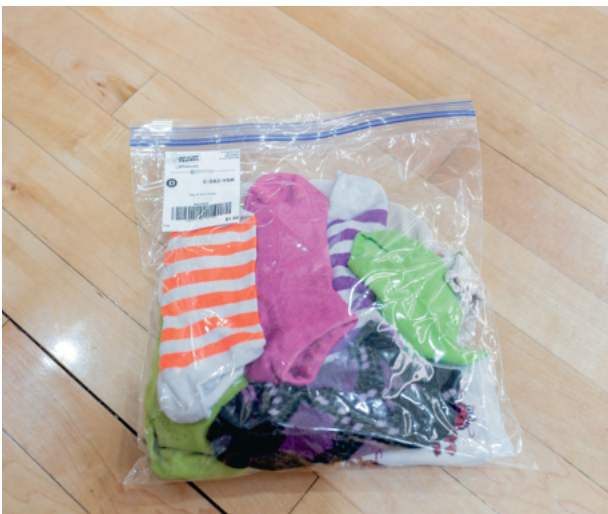
## Preparing Your Items & Attaching Tags

Now that your JBF tags are printed, cut them apart and sort them by gender, size, and type.



## NON-CLOTHING TIPS

- Attach tag securely. Make sure tape does **not** cover the barcode on tag.
- Secure all pieces together and tape bags closed
- Use **painter's tape** to secure tag on books
- **LIMIT**: 10 of your best NEW items for Gift Again (parent section which is called Mommy Mart in the tagging system)



# Prep - Clothing



## CLOTHING

### Hanging & Tagging Clothing

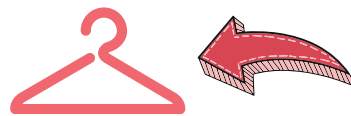
Attach JBF tag with safety pin or tagging gun.

**LIMIT:** 20 in-style maternity clothing items



#### Hanger Direction

Be sure the hanger hook opens to the left, like a question mark. Attach JBF tag to front of item on the right side.



#### Creating Outfits

You have the option to bundle items into sets. Secure pieces to hanger using safety pins. Indicate on the tag what is included in the set. Remember there is a \$2 minimum per hanging item.



#### Tagging Gun

If you use a tagging gun to attach JBF tags, only puncture the garment tag or an inside seam so that you do not damage the fabric. **Do not use a tagging gun directly on the fabric of the garment.** If you unsure how to place the tagging gun barb, please use a safety pin. See the [tagging\\_gun\\_page](#) for more info.



# Prep - Clothing



## Hanging pants and skirts

Use safety pins through sturdy waistlines to secure pants and skirts to the **TOP BARS** of hangers. Put pins on both sides to prevent sliding.



## Accessories

Use clear bags to bundle sets of socks, hair accessories, infant mittens, and hats.

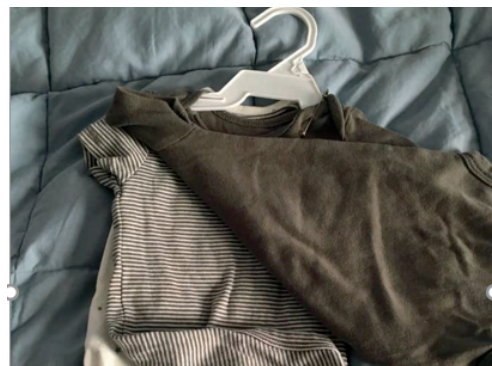
Accessories will be hung with hooks instead of hangers.



## Hats

Simply attach JBF tag to hats using a safety pin or tagging gun. No need to use a bag.

Each hanger must only have one tag!



## Bundling Onesies and Hanging Multiple Items on a Hanger

Multiple items—that are all the same size — can be hung on a single hanger. Attach one item to the hanger and use safety pins to attach the others to the back of the first item. Indicate on tag what items are bundled and only use one tag.

# Prep - Tagging Gun



## Using a Tagging Gun to Attach JBF Tags

Many JBF Consignors find it much faster to attach JBF tags to items using a tagging gun instead of safety pins. Please follow these Tagging Gun Guidelines to prevent damage to your items.

### 1 Garment Tag

If the clothing has a garment tag at the neckline, always puncture the garment tag when attaching your JBF tag



### 2 Inside Seam

If the clothing does NOT have a garment tag at the neckline, puncture the inside seam when attaching your JBF tag



### 3 Left Armpit Seam

If the clothing does NOT have a garment tag OR an inside seam at the neckline, puncture the item's **LEFT armpit seam** when attaching your JBF tag (so that your tag is on the right as you face the item).



**Never puncture fabric with your tagging gun needle**



# Prep - Shoes



## SHOES

### Shoes

Shoes should be in like-new, gently used condition with no scrapes, worn toes, dirt, or scuff.

Attach shoes together securely with a zip tie or ribbon.

We accept all sizes of shoes but they **MUST** be **child/teen-focused** (ex: no stilettos or adult shoes).

Bring your best!





# Prep - Large Items



## LARGE ITEMS

Items that are large or heavy require a yellow claim ticket. Print your tag but don't attach it to your item. Bring it to drop off and the staff will have all of the supplies you need!



Please note that we cannot accept mattresses. Bassinets and cribs are ok.

**DO NOT REMOVE TOP PORTION** No. \_\_\_\_\_

**TAKE BOTTOM PORTION TO BUY**

 1/1/2025  
shop, sell, save, smart! 8868955  
jbfsale.com \$25.00 / v949xvg

Buyer \_\_\_\_\_  
Phone \_\_\_\_\_  
Date/Time \_\_\_\_\_

**ITEM IS SOLD IF TAG**  
↓ BELOW IS MISSING ↓

**TAKE THIS TO CLAIM ITEM** No. \_\_\_\_\_



V-949-XVG  
Fisher Price High Chair  
6972733  
  
10-25-00-0-6972733  
\$25.00  
Full Price



# SAFETY MATTERS



## Safety Matters

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.

As a Consignor, it is your responsibility to check all of your items for recalls. If an item is recalled, it cannot be sold at JBF. If you've installed the recall repair, it is safe to use and sell at JBF.

We also have very high standards when it comes to selling **Car Seats, Cribs, and Infant Sleep Products** (scroll down to read more). Plus, you'll find furniture tip-over prevention and drawstring safety information in the pages to follow.



## TOP 10 SAFETY ALERTS



# SAFETY MATTERS

## TOP 10 SAFETY ALERTS



1



### Bumbo Seats

Must have safety straps installed. Order a free kit at [www.recall.BumboUSA.com](http://www.recall.BumboUSA.com) or call (866) 898-4999

2



### All Incline Sleepers

are no longer considered safe for babies to sleep in. Therefore, you may only sell items at JBF in which babies lie FLAT to sleep.

3



### All Crib Bumpers

are no longer considered safe and cannot be sold at JBF.

4



### Infantino Infant Carriers

Go Forward 4-in-1 Evolved Ergonomic, Flip Front2back, and Up Close Newborn infant carriers were recalled in February 2020 due to buckles which can break, posing a fall hazard.

Immediately stop using and visit [www.infantino.com](http://www.infantino.com) for replacement options.



# SAFETY MATTERS

## TOP 10 SAFETY ALERTS



5



### B.O.B. Strollers

BOB jogging strollers manufactured between January 2009 and September 2015 were recalled for front wheel attachment issues. The replacement thru-bolts are also faulty (model number is S11393700). The bolt can fracture during use, allowing the front wheel of the stroller to detach, posing a risk to the child in the stroller and the adult pushing the stroller. There is no current remedy offered by the manufacturer that makes this item safe to sell at JBF.

6



### Maclaren Strollers

All Maclaren single and double umbrella strollers sold between 1999-2009 were recalled for potential finger amputation from hinge mechanism. Consumers should immediately stop using these recalled strollers and contact Maclaren USA to receive a free repair kit. Strollers with repair kit installed are safe to use and to sell at Just Between Friends.

7



### Boppy Lounger

Infants can suffocate if they roll, move, or are placed on the lounger in a position that obstructs breathing, or roll off the lounger onto an external surface, such as an adult pillow or soft bedding that obstructs breathing.

Consumers should immediately stop using the recalled loungers and contact The Boppy Company for a refund.  
[boppy.com/pages/loungerrecall](http://boppy.com/pages/loungerrecall)



# SAFETY MATTERS

## TOP 10 SAFETY ALERTS



8



### 4moms MomaRoo and RockaRoo

When the swing or rocker is not in use, their restraint straps can dangle below the seat and non-occupant crawling infants can become entangled in the straps, posing a strangulation hazard.

Go to [4momsrecall.expertinquiry.com](http://4momsrecall.expertinquiry.com) to register for a free strap fastener. Once installed, it is safe to use and to sell at JBF.

9



### Summer Infant Baby Bather

When the bather is lifted and/or carried with an infant in it, its folding wire frame can suddenly disengage from the side hinge.

Bathers with FIVE rivets are recalled. All others are safe to use and to sell at JBF.

10



### Chicco Polly High Chairs

This recall involves a range of Chicco Polly highchairs with pegs on the back legs intended for tray storage manufactured prior to October 13, 2010 and sold from 2005 through July 2012.

Contact Chicco to request a free peg cover kit. Once this fix is installed, it is safe to use and to sell at JBF.

# SAFETY MATTERS

## JBF SAFETY STANDARDS



See  
Waivers  
at end of  
Guide



### CAR SEATS: WAIVER REQUIRED

**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. It is included at the end of this Consignor Guide [here](#).

### CRIBS: WAIVER REQUIRED

**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**. It is included at the end of the Consignor Guide [here](#).



### 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.

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.

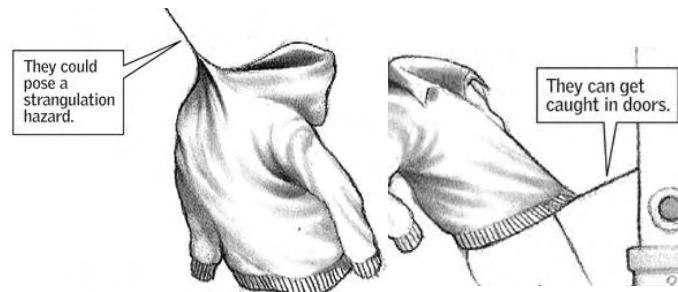
**All other infant sleep products are not accepted for resale at JBF.**

### HELP STOP TIP OVERS



**All furniture over 27-inches** will be sold with safety straps to anchor furniture to the wall safely. We will provide safety straps for your items when you drop it off at the JBF sale.

### 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 for sizes 2T-16.

**Upper Outerwear NECK Drawstrings** should be removed completely for sizes 2T-12.

# Drop Off



## You did it!

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



TUESDAY, OCTOBER 1: 4PM-8PM  
WEDNESDAY, OCTOBER 2: 8AM-2PM  
SONOMA COUNTY FAIRGROUNDS  
1350 BENNETT VALLEY RD, SANTA ROSA, CA 95404

1

Plan for 30-60-minutes to drop off your items and a bit longer if you have 250+ items. Park in the back parking lot, enter with 1 item and your QR code, **check In**, grab a cart, and unload your car. We'll have carts and racks you can borrow or you can bring your own.

2

Place clothes on racks by gender and size to the right of the 1st letter of your Consignor # (this will make sense onsite). All other items go to appropriate areas clearly marked. All items will be inspected for quality after drop off is complete. Consignors will be charged \$0.50 for each item pulled from the floor so please inspect your items carefully again at drop off.

3

Our Safety & Recall Specialist will inspect all items children sit in, are carried in, or sleep in for recalls and safety. Please review recalls at <https://www.cpsc.gov/Recalls> ahead of time. You are the first line of defense to keep our kids safe!

*That's It! You're Done!*

# Inspection



## Inspection Process

Once your items are on the sales floor, our staff looks at each item to check for cleanliness, functionality, and safety.

Consignors are expected to perform these checks at home and again at drop off. Disappointed shoppers who find stains, holes, etc will not return and it will hurt your sales!

- Items must be clean, stain-free, odorless, and must not have any holes, including holes created by the improper use of a tagging gun.
- Consignors will be given grace for one item that is not in proper form. (We understand things fall from hangers at the event sometimes. We do our best to clean them onsite if that happens). Any items after that will be charged \$0.50 per item that must be pulled from the sales floor. This will be removed from your consignor check at the end of the sale. Consignors may be charged a disposal fee for large items that are not picked up but cannot be donated because of condition, recall, etc.
- Double check shoes carefully! Shoes, boots, and cleats with dirt, holes, or excessive wear will be pulled and assessed the \$0.50 fee per item.
- If a product does not have working batteries, consignors will be charged \$1.25 per battery.
- Please be sure to check the CPSC recall list at <https://www.cpsc.gov/Recalls>. It is illegal to consign or sell recalled items. Items that have been fixed like the addition of a Mamaroo safety strap are acceptable.



*Help us keep shoppers  
coming back for more!*



# During the Sale



Make time to  
**SHOP**

MAKE SURE YOU GET THE BEST  
DEALS FOR YOUR FAMILY!



## Watch Your Consignor Check Grow

You can view your sold items! Log in to your JBF Profile, click on TAGGING, then choose REPORTS.



## Share Free Tickets

Now is the time to tell everyone to shop! The more you share, **the bigger your consignor check** will grow. Be sure all the families in your life know about JBF!



## Unsold Items Donated to Charity

Our Charity Partner United Cerebral Palsy of North Bay appreciates the donation of your unsold items! You can download a donation receipt for tax purposes [here](#).



## Follow on Social Media

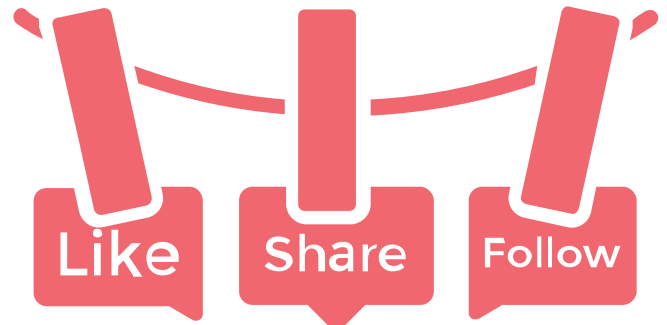
Follow the [Facebook Page](#), [Instagram Page](#) and [TikTok](#). There will be sneak peek looks at the sales floor and you might discover new things! Don't forget to share those posts!



## Submit Feedback

We always appreciate feedback and you can share it any time here:

<https://bit.ly/24FJBFFeedback>



# Resources



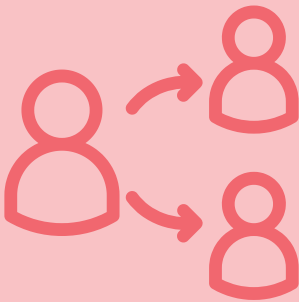
## SAFETY

- [Car Seat Waiver](#)
- [Crib Waiver](#)
- [CPSC Recall Website](#)



## LEARN

- JBFNorthBay Website - [How to Sell](#)
- Join our [Facebook Consignor Group](#)
- [Amazon Store for Supplies](#)
- [Donation Receipt](#) and [Learn about our Charity Partner](#)



## SHARE

- Like our [Facebook Page](#) - JBFNorthBay
- Follow our [Instagram Page](#) - JBFNorthBay
- Follow our [TikTok](#) - JBFNorthBay
- Free tickets for your friends on our [website](#)!



*You can always email or call Joan!*

# 

Car Seat Brand & Model: \_\_\_\_\_ Model# or Serial # \_\_\_\_\_

Date on Car Seat: \_\_\_\_\_ OR Expiration Date: \_\_\_\_\_

**Thank you for your commitment to safety!**

Car Seat Safety Checklist Questions	Circle answer and follow instructions.	
1. Are you the original owner of the seat?	Yes – Continue	No – <b>Destroy Car Seat</b>
2. Does the seat have a label with the date of manufacture and the model name/number?	Yes – Continue	No – <b>Destroy Car Seat</b>
3. Is the car seat expiration date one year or more from now?	Yes – Continue	No – <b>Destroy Car Seat</b>
4. Has the seat been recalled for a safety defect?	Yes – Continue to #4b	No – Continue to #5
4b. Has the defect been remedied?	Yes – Continue to #5	No – <b>Destroy Car Seat</b> or Remedy then Continue
5. Has the seat been involved in any vehicle crash (even a minor one)?	Yes – <b>Destroy Car Seat</b>	No – Continue
6. Are there any cracks, bends, or breaks in the plastic shell?	Yes – <b>Destroy Car Seat</b>	No – Continue
7. Is the metal frame rusted, bent or broken?	Yes – <b>Destroy Car Seat</b>	No – Continue
8. Do you have a copy of the manufacturer's instructions?	Yes – Include printed instructions with item, then Continue	No – Include website URL or QR Code to access instructions, then Continue
9. Does the seat have all of its parts including harness straps, harness clip, seat cover, tether, padding, shield and bolts?	Yes – Continue	No – <b>Destroy Car Seat</b> or Obtain replacements, then Continue
10. Are the harness straps worn or frayed and/or have the straps ever been washed in a washing machine?	Yes – <b>Destroy Car Seat</b> or Obtain replacements, then Continue	No – Continue
11. Have the car seat and/or straps been cleaned only per the manufacturer's instructions?	Yes – Continue	No – <b>Destroy Car Seat</b> or Contact Manufacturer to verify integrity has not been compromised, then Continue
12. Does the buckle or any other metal part show signs of rust?	Yes – <b>Destroy Car Seat</b> or Obtain replacements, then Continue	No – Continue
13. Is the car seat clean with no visible stains, holes, or tears?	Yes – Continue	No – Clean and repair or <b>Destroy Car Seat</b>
14. When buckled, does the mechanism lock securely and remain locked when in use?	Yes – Complete bottom portion to consign car seat	No – <b>Destroy Car Seat</b> or Obtain replacements then complete bottom portion to consign car seat

**In order to sell a car seat please read, verify and sign the following:**

I am the original owner of the car seat that I am selling through Just Between Friends Children's Consignment Sales Event and verify that it has never been in an automobile accident, has not been broken in anyway, has all of its parts, contains the identification label and is 1 year or more from expiration. I verify that the car seat has not been recalled to the best of my knowledge and if so, has been corrected to meet Motor Vehicle Safety standards. I verify that the car seat has all its harness straps, harness clip, seat cover, padding, shield and bolts and that the locking mechanism locks securely.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Consignor Number \_\_\_\_\_



## Consignor Crib Checklist - One for each crib consigned

1	Was the crib manufactured on or after June 28, 2011?	<input type="checkbox"/> Yes – continue to 4	<input type="checkbox"/> No – continue
2	Was the crib manufactured between July 23, 2010 and June 28, 2011?	<input type="checkbox"/> Yes – continue to 2b	<input type="checkbox"/> No – continue to 3
2b	Do you have a certificate of compliance from the crib manufacturer or original crib retailer?	<input type="checkbox"/> Yes – attach a copy to this form and continue to 4	<input type="checkbox"/> No – obtain a certificate of compliance or DESTROY
3	Was the crib manufactured before July 23, 2010?	<input type="checkbox"/> Yes – DESTROY	<input type="checkbox"/> No – answer questions 1-2b and continue
4	Is the date of manufacture on the crib?	<input type="checkbox"/> Yes – continue	<input type="checkbox"/> No – DESTROY
5	Has the crib been recalled?	<input type="checkbox"/> Yes – continue to 5b	<input type="checkbox"/> No – continue to 6
5b	Has the crib had the manufacturer approved recall fix?	<input type="checkbox"/> Yes - continue	<input type="checkbox"/> No – acquire the fix or DESTROY
6	Do you have a copy of the manufacturer's instructions?	<input type="checkbox"/> Yes – continue	<input type="checkbox"/> No – obtain instructions
7	Does the crib have all of its original parts?	<input type="checkbox"/> Yes – continue	<input type="checkbox"/> No – obtain all parts or DESTROY
8	Do you know the history of the crib?	<input type="checkbox"/> Yes – USE CRIB!!	<input type="checkbox"/> No – DESTROY

Consignor Name \_\_\_\_\_ Cons. # \_\_\_\_\_

Date on Crib \_\_\_\_\_

Model # \_\_\_\_\_ Serial # \_\_\_\_\_

**In order to sell a crib, please read and sign the following:**

\_\_\_\_ I am the owner of the crib that I am selling through Just Between Friends Children's Consignment Sales Event and verify that the crib was not manufactured prior to July 23, 2010. I have attached an original copy of the manufacturer or retailer's certificate of compliance if the crib was manufactured between July 23, 2010 and June 28, 2011. I verify that the original manufacture date is on the crib.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Just Between Friends Franchise, Inc.  
ALL RIGHTS RESERVED  
To be used for the 2024 sale year