

CLOTHING SALE RULES:

1. Renewing past members should have membership dues paid by the general business meeting prior to the sale to be eligible to sell or shop. They may renew their membership at the sale with an additional \$5 fee for shopping and/or selling.
2. Only paid members will be allowed in the shopping area during member shopping times, exceptions being: a) a pregnant member who needs assistance carrying purchases, or b) a "stand-in" taking a member's place in case of family emergency or scheduled work event that cannot be changed. These exceptions must be approved by a Sale chairperson 12 hours prior to the sale.
3. No children will be allowed during member shopping times. For safety reasons, no children under the age of 10 will be allowed in the area during set up, member set out and tear down.
4. Members must wear nametags during the entire sale.
5. The sale hours including member item drop off, member shopping times and member pick up times will be printed in two newsletters preceding the sale.
6. Check out will begin 1/2 hour after member shopping begins to allow cashiers time to shop.
7. All items not sold must be picked up during the designated pick up time by the selling member. Any seller wishing to have a sale committee member collect their unsold items and donate them to charity must notify a sale chairperson at least 24 hours before the sale begins and will be charged a \$25 fee. If member does not notify a Sale chairperson of their intentions, they will be charged \$50. If a member fails to pick up more than 10 items they will be charged \$25. All items not picked up will be donated to a predetermined charity. The sale committee will not remove cards from items donated to charity.
8. St. Paul Mothers of Multiples, Inc. is not responsible for lost or stolen items.
9. No pre-shopping or advanced sales allowed. This includes claiming or setting aside items prior to the start of the sale.
10. While shopping, do not hoard large quantities of clothing or toys to be sorted through later. Please intend to buy what is in your hands. Otherwise, you will be asked to return the merchandise.
11. All sales are final, no exceptions.
12. During member shopping time a maximum of two similar large equipment items, including but not limited to cribs, play pens, strollers, potty chairs, high chairs, and car seats, may be purchased. Exceptions will be made for higher order multiples.
13. No members, including chairpersons, are exempt from any of the clothing sale rules, with the exception noted in Sale Rule #14.
14. When you work a designated shift at the sale, 10% will be deducted from your total sales. If you do not work at the sale, 40% will be deducted from your total sales. There will also be a \$5 seller fee deducted from each seller's check to defray the cost of the sale. Up to two current Clothing Sale chairpersons are exempt from all Sale fees for their own personal items (i.e., if they sell items for their friends, the usual fees would be charged).

15. Checks will be disbursed at the general meeting following the sale, after the business meeting/updates has adjourned. However, if the time period between the sale and the next general meeting is less than 14 days, the checks will be distributed at the following months' meeting. Sellers may also provide a self-addressed-stamped-envelope (SASE) to the club Treasurer at the Sale check-in or via post-mail. These checks will be mailed using the S.A.S.E.within 21 days following the sale.
16. Cards must be picked up at the general meeting following the sale. All cards will be thrown away after this meeting.
17. Labeling instructions for cards must be followed. There will be an additional \$10 fee for more than 10 mislabeled items. Mislabeled items include, but not limited to, use of tape, wrong size cards or pins, dollar/cent signs, no name on cards etc. Any card that has a crossed out price will not be sold. If you want to re-price an item, you must notify a clothing sale chairperson that you are doing so and put a new card on the item.
18. Items brought to cashiers without a card will be announced. If no one responds, the items will be put in a box, not be sold, and will be donated to a predetermined charity.
19. All cards must be 3X5 index cards, and the seller's name must legible/ labeled on the front of every card. If a card does not have a name on the front, the money from that item will go directly to the club.
20. There is a 50-cent minimum for any item sold. All prices must be in increments of 25 cents (example use 1.75 not 1.80). Do not use dollar and cent signs.
21. Only seasonally appropriate clothing (i.e. no snowsuits at the spring sale) will be allowed at the sale because of space limitations. Any item not in compliance will be removed and not sold.
22. Clothing items must have price cards fastened with silver, standard sized safety pins. **DO NOT USE TINY GOLD SAFETY PINS OR STRAIGHT PINS. DO NOT USE TAPE.**
23. Clothing cards must have the seller's name labeled or written legibly on the front lower left hand side, centered on the card is a description of the item and size and price of the item is located in the lower right hand side (see example A). Any known defects must be clearly labeled on the card. Any items of questionable quality and condition may be pulled out at the discretion of the sale chair.

**EXAMPLE A
USED FOR CLOTHING AND SMALL ITEMS**

GIRLS PINK SHIRT	
SIZE 3T	
MISSING A BUTTON	
JANE DOE	2.50

THE BACK OF THIS CARD IS LEFT BLANK

24. Clothing sets sold together must have hangers connected and labeled with one card stating that there are two outfits.

25. Large Equipment must have **two** cards.

Card #1: should have the seller's name on the lower left hand corner of the card. The words "**Take This Card To Cashier**" should be across the top of the card and have a complete description of the item in the center of the card. The price should be in the lower right hand corner. (See Example B).

EXAMPLE B

CARD #1 USED FOR LARGE EQUIPMENT

<u>TAKE THIS CARD TO THE CASHIER</u>	
GRACO TWIN STROLLER	
JANE DOE	30.00

THE BACK OF THIS CARD IS LEFT BLANK

Card #2: the front should read "Leave This Card" across the top, "Item Sold To" with a line under it in the center of the card (see example C). This should be the only information on the front of this card. The back of Card #2 should have the seller's name, the item description, and the price.

EXAMPLE C

CARD #2 USED FOR LARGE EQUIPMENT

LEAVE THIS CARD
ITEM SOLD TO: _____

THIS IS THE FRONT OF CARD #2

JANE DOE
GRACO TWIN STROLLER
\$30.00

THIS IS THE BACK OF CARD #2

26. These Clothing Sale Standing Rules may be amended at any regular meeting by a two-thirds vote of the members present and voting, provided written notice of such amendments have been made at least 14 days prior to the meeting.

27. NO TAPE IS TO BE USED ON CARDS. DO NOT PUT TAPE DIRECTLY ON CARDS.
For example, to pin cards on items like toys or other hard surfaces, use string, or fold a piece of tape in half with sticky sides together to make a flap, tape this flap to the item, then pin the card to the flap. The fee for incorrectly attached cards will be \$1 per card.

28. When marking car seats , the Large Equipment Card #1 (example B) must have the following pertinent information: Make, Model and Manufacturer Date.

Approved 05/09