

MBCA USED UNIFORM SALE

Textbooks and more!

SALE DATE: Tuesday, May 23rd
SALE HOURS: 7:30 am – 12:30 pm

Location – Academy Basement Room: F-015

IMPORTANT SHOPPER INFORMATION:

BRING SMALL BILLS (\$1's & \$5's). EACH SELLER IS PAID SEPARATELY VIA THEIR OWN ENVELOPE. WE ARE NOT SET UP TO MAKE CHANGE.

If you need to write checks it will be to each individual seller, so bring many checks.

If you plan to be a SELLER please carefully read the instructions below.

DROP OFF DATE: Monday, MAY 22nd 8 am – 11 am; 2 pm – 3:15 pm

Bring items to the Academy Basement, Room F-015 per instructions below.

How To Prepare Items For The Sale (See sample on next page)

Please do this before bringing items for drop off.

- All items must be washed, in good condition – no stains, holes, missing buttons. We will check over items before accepting, Rule of Thumb – Would I buy it?
- All items must conform to 2016/2017 uniform code.
- All clothes on wire hangers as shown in sketch. **No plastic hangers.**
- Please **use safety pins** only – **no straight pins**. The hook of the hanger should point to the left so when the label tags are attached, they will be away from the hanger. Items that hang full length are better seen.
- Please use a 3 x 2.5 white tag (3x5 index card cut in half works)
 - >Your name should appear in the upper left corner.
Please print neatly.
 - >The requested price is in the center of the card in whole dollar amounts. Do not use cents. (ex.\$3.00, \$5.00)
 - >Print the size directly under the price.
 - >**Safety pin** the tag to the right side of the garment.
 - >Attach all pants to the upper part of the hanger **using safety pins**.
 - >Suggested pricing: approximately 1/3 of retail for items in excellent condition.
- Items other than clothing (belts, shoes, hair bows etc.) should be in a ziploc bag with a 3x2.5 card taped to it.

- When you drop off your clothes, **bring four(4) white, business size envelopes (4 1/8 X 9 1/2)** to use for collecting money from items sold.

Print your name – last, first in the upper left corner on each envelope.

*Please bring your items priced to sell! We hope you sell each item you bring, but we cannot be responsible for anything that is lost.

All items not sold must be picked up between 2:00 – 3:00 pm on Tuesday, May 23rd in the Academy basement. You may pick up your money Tuesday, May 23rd between 2:00 – 3:00 pm in the Academy Basement, Room F-015.

We have a section for Greek Day – Colonial Day - History Day – Wax Museum, Performance Reader, etc! We'll have a list by grade level to help you plan.

Sample Tag

Doe, Jane

Safety pin

\$ 5.00

Size 12 Boys pant

Donate yes no

**** this will help us at end of sale**

Please put on if you want items donated or not

REMEMBER – BRING SMALL BILLS - \$1'S & \$5'S TO SHOP!!!!

Volunteer Sign up: <http://tinyurl.com/mbcasale>

**If you have any questions please contact
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