

UCE Pop-Up Parking Lot Sale—May 22, 2021 Instruction Sheet

Pricing:

The following are links to documents that will help you price your items.

Housewares (from UCE Rummage Sale)

<https://docs.google.com/spreadsheets/d/1zeADNqFm-N3xMImnHZ33JYMdztRw5lvJK7N2c5mbmU/edit?usp=sharing>

Goodwill Valuation Guide

http://www.goodwillswpa.org/UserFiles/File/Misc%20Files/Donation_Valuation_Guide.pdf

Article: the Dos and Don't's of Garage Sale Pricing

<https://www.thespruce.com/dos-and-donts-of-yard-sale-pricing-1313857>

Pre-Sale Supplies and Consultation:

The church will be open on Saturdays, May 1, 8, and 15 from 10-11 am for you to drop off jewelry, pick up pricing stickers, and generally consult about the sale. Please come to the South door. Room 3 will be our staging area for the sale. If you have friends or others who will not have a table but might wish to donate a small box or two, the items must have prices and you must check with Carol Nielsen about the process of handing off the box.

Tables will be assigned prior to the sale

Marking Sale Items:

We recommend that you sort the under a dollar items into groups, and sell 4/1.00 if they are .25 cent items. We are trying to make less change. Please don't price any items less than 25¢. For example: If you have 10 cent items group them into \$.50 or 1.00 sets. We will not have change other than quarters and bills. We can provide small paper bags that for these smaller items.

Label or bag of items with a price sticker, masking tape, or tag.

If you need tags or others supplies, you can come to the church on the dates mentioned above. Alternatively, you can use your own stickers, tape, or tags.

What are we selling?

Aside from your table here are some other items that you don't have to sell at your table,

The jewelry team will only be selling fine jewelry. Please plan to bring any that you have to sell on the three Saturdays listed above. You can sell costume jewelry at your table.

There will be a bike sale. Woody Haynes (skhii@mindspring.com) is managing that. Please contact him directly.

There will be no furniture or furniture truck. If you have small things you can sell them at your table.

Volunteers:

Please try and recruit your own volunteers with your group, friends, or neighbors. But if you don't have anyone, let Carol Nielsen (carolnielsen2100@gmail.com) know how many volunteers you

need, as she will be keeping a chart of volunteers in addition to the sign-up form. Ask your friends and neighbors if they want to help you and/or bring items for your table.

Cash and Credit Cards:

To help keep distance and not have a check-out line, we will give aprons (or bring a fanny pack) with cash for each table and you will handle your sales. There will be a couple of stations with credit cards.

Food:

We will have a limited food table—we will be selling half sandwiches from Potbellies (individually wrapped) drinks, coffee, water, chips, cookies and snacks in packs, apples and bananas. You are welcome to bring your own food for lunch. There will be some socially distanced tables for eating.

Day of the Sale:

Arrive between 8 and 8:30 a.m. on Saturday, May 22 to set up. The sale will begin at 10 a.m. and will go until 2 p.m. We are working on the logistics, car parking, etc.

We will have staff stationed at the entry to check that attendees wear masks and remind them to do safe distancing while in the sale area. We will be following safe COVID guidelines. All sellers must be masked and distanced.

End of the Sale:

At the end of the sale, please take any items that did not sell and take them home or conveniently drop them off at the Goodwill Donation center at Dempster and Dodge in the corner of the shopping center. It is a drive-through drop off. Alternately donate to any other recycle store such as Wings or the Salvation Army.

Questions:

Please send questions to Carol Nielsen (carolnielsen2100@gmail.com) or Sandra Robinson (srobinson@ucevanston.org).