

YOUR GUIDE TO Selling with JBF Grand Rapids



Fall/Winter
Edition

4/1/2026

Let's do this together!

If you're a First-Time Seller, you'll find everything you need to know, right here in this Guide, to help you turn your outgrown kid items into CA\$H.



Gather



Sort



Prep



Price



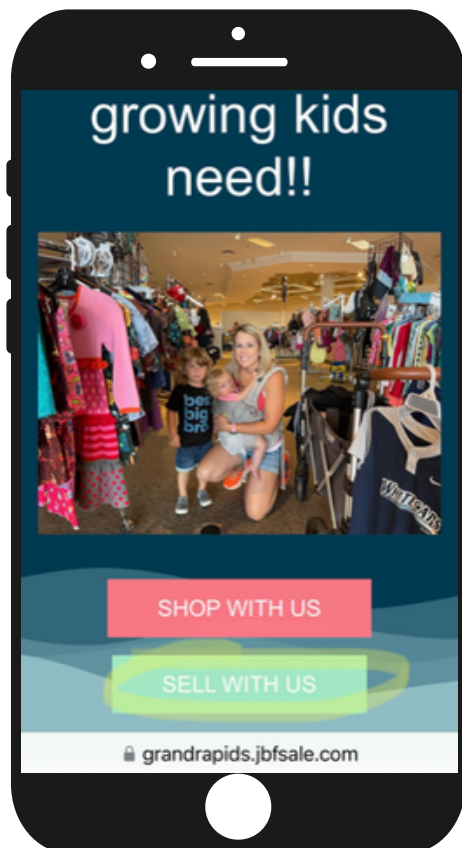
Drop Off

First Things

First: 1

REGISTER

Save your spot by registering as a Consignor (Seller) for the upcoming Grand Rapids sale. Registration might not be open yet so check back.



Seller Pay

Rates: JBF Sellers at the Grand Rapids sale earn 60% on sold items. Sellers who choose to help a minimum of 4 hours at the sale can earn up to 70% on sold items.

Fees: Sellers who choose to donate all of their unsold items pay a \$12 consignor fee. Sellers who chose to pick up their unsold items will pay \$17 consignor fee.

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

Questions? Join our Facebook VIP Group for quick Q&A. ➡ facebook.com/groups/jbfgvip

STEP #2 TO Selling



with JBF Grand Rapids

Second, Schedule Your Drop-off Time 2

Once you're registered at grandrapids.jbfsale.com, you will be asked to select your drop-off time and choose your pick-up date if you opt not to donate all of your items at the conclusion of the sale. You will also select a presale shopping pass. We will let you know when the schedule is open and you will receive an email to sign up for your drop off time. **All consignors need a drop off appointment.**

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Have Questions? Here are 4 ways to reach us!

Join our Facebook
VIP Consignor Group



Click Here

Visit our "How To Sell" page
on our website



Click Here

Text our Consignor Coaches
616.528.8284



616.528.8284

Email our Consignor Coaches
grconsignorcoach@gmail.com



Click Here

STEP #1 *Gather*



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



STEP #2 Sort



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 (stains, missing pieces, does not meet JBF standards or are not working). You can even donate some items you might toss.

SELL the items that meet these 4 C's:

CLEAN

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

CURRENT

Sell warm weather clothing and items at our **Spring/Summer sale**. Sell cold weather clothing and 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.

COMPLIANT

Important Safety Guidelines apply to car seats, cribs, infant equipment & toys. All of the Recalls & Safety Standards are listed at **grandrapids.jbfsale.com** for you to check each of your items before you sell on the bottom of the "Sell With Us" page of the website.



Safety Waivers are Required for all Cribs & Car Seats

Safety Page

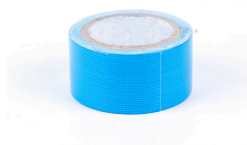
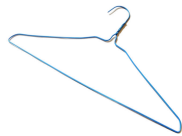


STEP #3 Prep



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 (saran) wrap
- scissors
- safety pins or tagging gun
- hole-punch
- Tide Pen
- Magic Eraser or wet wipes
- Zip lock bags
- Printer
- or Print at Staples/Library
- White Cardstock



TOYS & GEAR

Two Essentials:

- Tag is attached securely (won't fall off)
- All pieces secured together (won't separate; tape bags closed)

Note: Large Items will receive a large item tag at drop off

WATCH TAGGING VIDEOS



STEP #3 Prep



CLOTHING

Hanging & Tagging Clothing

Place all clothing on a hanger and attach your tag securely to the garment tag or a seam. Onesies must be paired with at least one other item in the same size. *Note: See Item Limits document for limits in various clothing categories.*

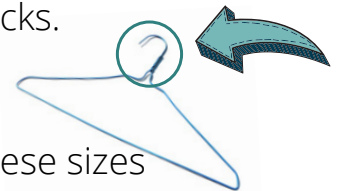


Hanger Direction/Size

Be sure the hanger hook opens to the left, like a question mark, when hanging items. Attach JBF tag either through the garment's tag, or inside hem in neck area or under arm pit in the left seam of the item. Wire hangers are preferred as they move better on the racks.

Hanger Size:

- NB - 12m = any hanger is ok
- 18m & up = no infant hangers for these sizes



Creating Outfits

It's okay to bundle items into sets. Secure pieces to hanger using safety pins, using one hanger if possible. If not, zip-tie hangers tightly together so outfit remains together as a set.



Tagging Gun

If you use a tagging gun to attach JBF tags, ONLY puncture the garment's original tag or an inside seam so that you do not damage the fabric. Do not use a tagging gun to attach the tag to the front of the garment...it will leave a hole.

[Tagging Gun Best Practices on the next page](#)



Tagging Guns

JUST BETWEEN FRIENDS



Using a Tagging Gun to Attach JBF Tags

Many JBF Sellers 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 Clothing Garment Tag

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



2 Clothing Inside Seam

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



3 Clothing 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 closest to the shopper when the item is hung up)



Never puncture fabric with your tagging gun needle

Tips and Tricks



Tagging Gun Do's & Don'ts
DO puncture inside seam or garment's tag
DON'T make a hole in the fabric



Hanging Pants on Regular Hanger
Skirts & Shorts Too!
A How-To Guide



Safety Pin Do's

DO puncture inside seam or garment's tag
DO puncture heavy waistbands to attach pants, shorts, skirts to regular hangers



Safety Pin Don'ts

DON'T make a hole in the fabric



STEP #3 *Prep*



Bundling in Bags



These can be multiple items and should be the same type of item like socks, underwear or mittens. *Note: All items that can be hung with a hanger should be hung in the clothing racks.* If not in a bag, use a tagging gun fastener or a safety pin to connect all items together. Attach tag directly to the set or to the bag. All bagged items may be opened at the hold desk for buyers to inspect.

Accessories



Use clear bags to bundle sets like socks, hair accessories, infant mittens or undies. Display neatly so shopper can see well. Tape JBF tag to the bag. Most accessories will be hung using provided clips for easy shopping. Accessories are limited to 20 tags total.

Hanging Multiple Items on a Hanger



Multiple items, that are all the same size, can be hung on a single hanger (limit of 3 items per hanger unless it's a complete outfit). Use a safety pin or tagging gun fastener to attach pants/skirts to hangers. Keep in mind where you place the pin or fastener so that it does not leave a hole.

Shoes and Books



Tag (white card stock) should be attached securely (won't fall off). Make sure pair is secured together with zip ties or curling ribbon. Use painters tape on books and attach tag on outside front or back cover.

STEP #4 Price



Shopper-Focused Pricing

Ask yourself, "What price would make me buy this item without hesitation...and brag about my bargain to my friends?" Choose to **REDUCE** when creating tags to sell even more on half price days.

Retail Price	JBF Clothing Price	Pricing Non-Clothing Items	
less than \$10	\$1-4 Value Brands: Cherokee, Circo, Carters, Old Navy	Toys Books Baby Gear Furniture Electronics Strollers + Joggers Sporting Goods	 <p>Price a little higher for:</p> <ul style="list-style-type: none"> • new with tags • hot selling • like-new • large toys
less than \$20	\$3-6 Standard Brands: Gap, Gymboree, Justice Children's Place, Nike	60-80% off retail	<p>Price a little lower for:</p> <ul style="list-style-type: none"> • infant clothing • play clothes • good condition • maternity
more than \$20	65-75% off retail Boutique Brands: Mini Boden, Crewcuts, Mud Pie, Matilda Jane	Want to SELL Even MORE? 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 (same size/brand), 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!



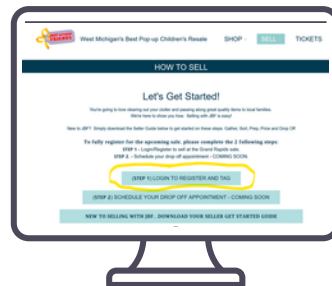
STEP #4 Price & Create Tags



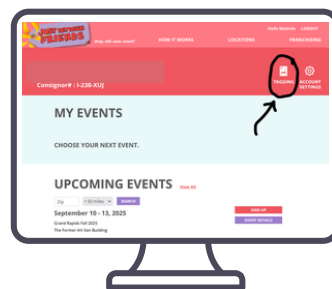
Creating Tags on the Computer

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

1



2



3

Category	Size/Type	Description	Price	Reduce <input checked="" type="checkbox"/>	Donate <input checked="" type="checkbox"/>	Quantity
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

Choose the **category** that best fits or leave it blank if there doesn't seem to be a good match.

Enter a **Description** that includes brand name, number of pieces, color or pattern, etc.

You choose the **Price**.

A check mark here will allow your item to **Reduce** to 50% off on Half Price Day.

A check mark here will allow your item to **Donate** to our local charity if unsold.

Choose the **Size or Type** that best describes your item. All clothing and shoes must have a size. Some non-clothing items will have type to choose from. For items with no type, you may leave this field empty.

Use **Quantity** if you have more than one of the EXACT SAME item. This will print one tag with a unique QR code for EACH item.

Unprinted Complete Pages: 0

Current Page: 0 tag, 9 more tags to finish the page!



Print Tags

Clear Saved Tags

Help

At the bottom of the tagging site, you can keep track of how many tags you've made, print tags and has a HELP button.

Printing Your Tags



Print your tags on 8.5"x11" white cardstock in portrait mode.

No Printer? No Problem!

When you finish creating your tags use the "Print PDF" option and upload the PDF file to an office supply store. It will save you ink and time. You can even ask them to cut your tags!

STEP #4

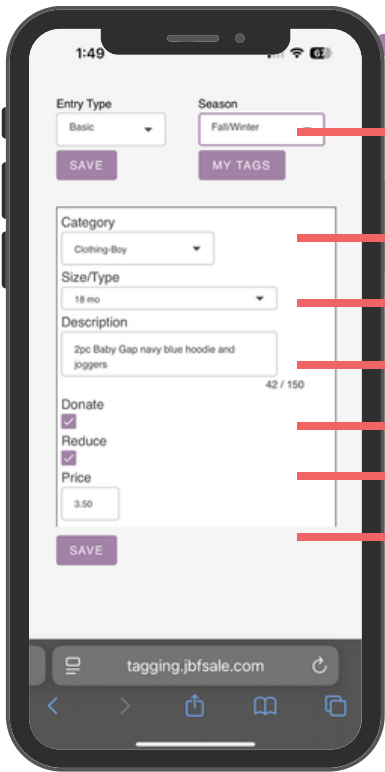
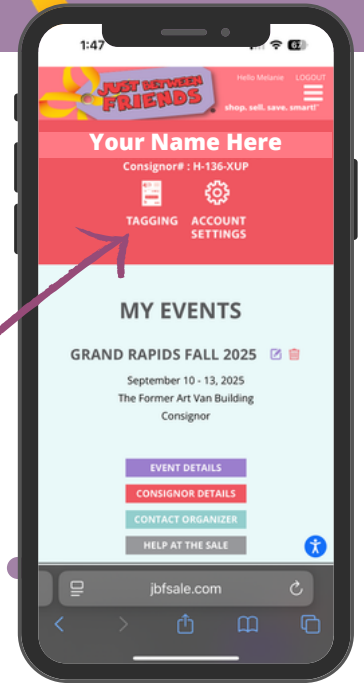
Price & Create Tags



Creating Tags on your Phone

Yes you can also talk to text and prep your tags by talking into your phone. You will do it similar to tagging on your computer.

1. <https://grandrapids.jbfsale.com>
2. click sell/login (create profile if you have not yet)
3. click on **TAGGING**



Creating Tags

- Basic/Rapid Entry and Season: This feature is if you have more than one of the exact same item and want to create several tags at once and choose the season of the item
- Choose the category that fits best
- Indicate size for clothing and shoes
- Include **brand, color(s), description (B.C.D)** + number of pieces included
- A check mark here will allow your item to be donated if unsold
- A check mark here will allow your item to sell at 50% off on Half Price Days **(HIGHLY RECOMMENDED!)**
- You choose the price

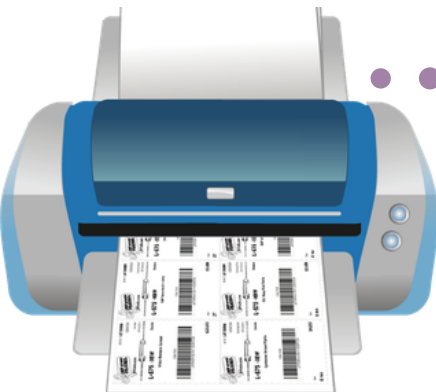
TIP! Talk-to-Text

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



Print & Attaching Tags

Print tags on **8.5"x11" white cardstock**. Tags print 9 per page. Now that your JBF tags are printed, cut them apart and sort them so attaching the tags to your items is easier. See the Facebook VIP page for more details on printing and cutting tags for quick attaching.



STEP #5

Drop Off



You did it!

Now that your items are tagged, you'll want to pack items **organized by type, size and gender** so that your Drop Off process is easy and fast. A drop off detailed email will be sent about a week before drop off...watch for that.



Seller Drop Off for JBF Grand Rapids IS TYPICALLY THE SUNDAY & MONDAY LEADING UP TO THE SALE - SEE WEBSITE FOR MORE SPECIFIC DROP OFF DETAILS

1

Plan for 60-minutes to drop off your items. A drop off appointment will be required for each consignor. It may take longer if you have 250+ items to drop off. Drive to the venue...Follow the Signs...Park...Enter...and **Check In**...your early access shopping information will be validated at drop off!

2

Random/Selected Clothing Inspection will take place at drop off. If you are selected, leave your clothing items with the inspector while you place all of your non-clothing items where they belong on the sales floor. Then, return to Clothing Inspection to pick up your items. You'll hang all clothing by gender/size on the racks. In most sections, there are alphabets on all the racks and you will hang your items to the **right** of the of the first letter of your consignor number.

3

All items that a child sits in, is carried in, or sleeps in will be inspected by our recall specialists so please check the safety of these items before arriving. You can click **[HERE](#)** to check for safety recalls.

4

For your Large Items, you will place those in the large item area. Large Items will get a large item tag attached when you bring them to that drop off area. Make sure these are clean, compliant and checked for recalls before you arrive!

That's It! You're Done!

During the Sale



Coaches Corner



CONSIGNOR COACH CONTACT INFO

GRCONSIGNORCOACH@GMAIL.COM
616.528.8284 OR 616.299.0516

CONSIGNOR FACEBOOK PAGE
FACEBOOK.COM/GROUPS/JBFGVIP



Watch Your Consignor Check Grow

You can view your sold items after the close of each day! 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 the shopping experience of JBF GR week!



Unsold Items Donated to Charity

All remaining items are distributed to help local families through our charity partners and In The Image.

CONSIGNOR SHOPPING DATES

SEPT. 15-19

Early Access Shopping | Sept. 15

Staggered seller shopping times, you'll choose your Early Access shopping time when you schedule your drop off appointment. Bring 1 Guest!

Note: Early Access is an adult only shopping time. Early Access shopping ends at 9pm.

Public Shopping | Sept. 16-19

Note: Opening day for shoppers has a \$3 entry without ticket. Tickets recommended for free entry and tickets are free

Half Price Early Access | Sept. 17

- Team Members | 5pm - 8pm
 - Consignors | 6pm - 8pm
- Bring 2 guests! All ages welcome*

Public Half Price Days | Sept. 18-19

All are welcome to shop and you will sell so much during the half price days. Mark your items to be reduced...trust us!

Seller Pick Up | Sept. 20

If items are not marked to donate. Must have a pick up appointment selected.
Sun. | Sept. 20 | 11am - 1pm