

Guidelines for Used Uniform Sale

All items need to be clean. Please drop ALL items off at school office. We ask that you do not place items on racks, as they need to be sorted and tagged for resale by used uniform volunteers.

Items for donation just need to be dropped off at school office.

Items for consignment- please follow the guidelines listed below.

All items for consignment must be hung on a hanger. Items brought in that are not hung, will be considered donations. Please hang items facing left on a hanger (see picture below) with an envelope attached with

your name (in case someone is writing a check),
your child's name,
child's classroom,
the size of the item and
how much you want for the item.

Please attach the envelope to the item with a safety pin. Please put the envelope on the top right corner (as you are looking at the item) of shirts, jumpers and sweaters (as shown below).

Please do not use straight pins, safety pins only. Pants should be folded in half and placed on a pants hanger (wire covered with cardboard). Skirts, skorts and shorts should be hung with on a skirt hanger (clips), or if you must use a regular hanger, please pin the corners so the item does not slide around.

Pricing: Donated items are priced at \$4.00 and \$5.00. If you have an item that is in fairly good condition, you should ask a little more. If you have an item new with tags, we suggest charging just a little below half of the original price. Don't worry if you are charging \$8.00 for a sweater-it will eventually sell!

Please remember that volunteers sort through each item. If we find that an item is too worn (ie-faded, torn, dirty) we will not accept the item into the sale. These items are donated to the ICS school (all logos removed).

