



Mercer Island Preschool Association's

TOY SWAP 2007

An opportunity to buy and sell a variety of children's items with 35% of the sales benefiting the Mercer Island Preschool Association. This event is open to members and NON-members.

What can you sell?

Toys, baby and children's clothing, maternity clothing, videos, books, and other children's furniture/equipment.

What can't you sell?

Car seats, bicycle helmets, copied videos, and items that are broken or in poor condition. Collectibles, such as baseball or Pokemon cards, are not recommended.

How do you sell?

1. **Begin with picking up price tags on card stock.** Price tags can be found at the website: www.mipreschoolassociation.org/toyswaptags.htm. If you do not have access to a printer, please contact Allison Keeler or Sarah LeClercq. **Allow ample time for pricing your items.**
2. **Provide the following information on tags provided:** (please write legibly using a ballpoint pen)
[No.] - Your three initials with item number. (ex; Jane S. Doe—JSD01, JSD02, JSD03).
[STYLE] - Your phone number **without parentheses or dashes.** (ex; 2062321111). *you must use the same phone number on your tags as on your inventory sheet—otherwise your commissions may not be calculated correctly!*
[SIZE] - Brief item description (ex; Fisher Price school bus).
[PRICE] - Price. Note: Add a highlighted "P/U" next to the price if you would like to pull the item after the full price sale so it is NOT included in the 1/2 price sale.
You (the seller) are responsible for pulling items from the floor.

Fill out the top and bottom of each tag with the same information.

List each item on your inventory sheet.

Available at www.mipreschoolassociation.org/toyswapinv.htm

Securely attach tags to toys and other items with clear packaging tape (NO scotch tape). Please **DO NOT** tape over lower half of tag. Attach tags to clothing at collar with safety pins (please no straight pins—ouch!). Clothing must be on hangers. Tie shoes together or put in clear plastic bags. Please drop off items pre-tagged and ready to sell.

3. **Please price items in \$1.00 increments only.** Small items need to be packaged together to be sold for a minimum of \$1.00. Toys and clothing must be cleaned, washed and in good condition.
4. **Item drop-off:** Friday, October 12th, drop-off will be from 5:00-7:15 PM at Islander Middle School. If you absolutely cannot make this time, arrangements can be made with Allison Keeler (alkeeler@earthlink.net) or Sarah LeClercq (sarahleclercq@mac.com).
To drop-off items, you must have the following:
 - All items tagged and properly inventoried.
 - Completed inventory sheet. Available at www.mipreschoolassociation.org/toyswapinv.htm.
 - Self addressed stamped business envelope for your payment.

How do you donate?

If you would prefer to donate 100% of the proceeds generated from the sale of your items to MIPA, contact Megan Hand (megan.hand@comcast.net) or Stacey Kruus (kruus@earthlink.net) at least one week prior to the event to arrange a drop-off. If you wish to fill out an inventory sheet for tax purposes please do so on the reverse of this sheet.

How do you volunteer?

Contact Sarah LeClercq (sarahleclercq@mac.com).

Saturday,
October
13th

9AM to 11AM

Islander Middle School

8225 SE 72nd

Mercer Island

CLOSED 11 AM TO 12 PM

1/2 Price Sale*
12 PM to 1 PM

**Unclaimed items will be sold for 50% off from 12 PM -1PM with all proceeds benefiting MIPA. Any unsold items will be donated to charity.*

Important Notes & Helpful Hints:

- Please price items as you would for a garage sale - approx. 1/4 of original retail price.
- On price tags, indicate if any pieces are missing or if all are included.
- Assembled items have a much greater chance of selling, ie: cribs, changing tables or other furniture.
- Electronic toys should have working batteries.
- All items must be marked with a price tag that follows the MIPA format. Items without the MIPA- formatted price tag cannot be sold.
- Within 4-6 weeks of Toy Swap you will receive a check. Keep your inventory sheet for tax purposes.
- **Unsold items may be pulled by the seller Saturday, October 13th, between 11:15 - 11:45 only.**
- MIPA is not responsible for lost or stolen items.