

## Seller Checklist

- Hangers are facing the correct direction (open to the left like a question mark)
- Tags are hung on the right side of the clothing, if you are looking at the clothing article. (Same place as always)
- Tags are hung from ONE safty pin horizontally in TWO holes punched in tag
- Tags are printed on cardstock
- Fasten tags to bags securely with shipping tape, or by pinning tags inside bag, then sealing shut with shipping tape
- All items are in size and gender order
- You have a drop off time
- You have a work shift, if working
- You have scheduled your childcare
- Your drop off time is NOT during your work shift
- Look over tags and make sure all areas are filled out correctly
- All items entered and all tags printed by 1pm Wednesday before the sale
- Recall Information Sheet** is attached to each car seat, crib, and pack n' play (available on our website)
- You are not selling any of the below items:
  - \*Children's jewelry
  - \*Stuffed animals (including Beanie Babies and Webkinz)
  - \*Dolls with buttons, eyes, noses, or other small parts that are not securely fastened
  - \*Pacifiers
  - \*Toys that are easily broken into small parts (flimsily made, might break easily)

I agree that I have completed this checklist and that Lil' Lambs Closet is not responsible for lost or stolen items.

Name (Print) \_\_\_\_\_ Seller number \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_