



Drop Off Guide

Drop Off Dates

Tues, Sept. 23 | 2pm-8pm

Wed, Sept. 24 | 8am-2pm

Location Mercer County Skating Center
1638 Old Trenton Rd, West Windsor, NJ
in Mercer County Park

Appointment Req. www.jbfmercer.com/seller

Pick Up: **Sun, Sept. 28 | 6:30-8pm**
UNSOLD items not picked up will be donated at 8:01pm

What to Expect at Drop-Off

Plan for about 60 minutes to drop off your items. If you have more than 250 items, give yourself extra time.

- 1 Check In:** Bring a small JBF item to scan at our welcome desk. Then grab a rolling rack and load your clothing. *PRO TIP: Bring your own wheels so you don't have to wait for a rack or cart!*
- 2 Clothing Drop Off:** Place clothing on the rack according to: Gender, Size and Type/Category.
- 3 Place Items on the Sales Floor:** Place your non-clothing items on the sales floor where they belong. Place items close to similar types and styles. Look for signage and team members to help.
- 4 Safety Check:** Items a child sits in, is carried in, or sleeps in will be checked at the Large Item, Safety & Recall Station.
- 5 Large Items:** Attach a large item claim ticket to each large item. This helps shoppers know how to buy it during the sale.
- 6 Head Home!** Make sure you have your presale ticket for EARLY ACCESS to shop the sale!



Tips & Tricks!

Bring
Wheels!



Organize & sort as you pack!

Label Totes,
Boxes &
Bags for a faster
Drop Off



Print Claim
Tags at Home!



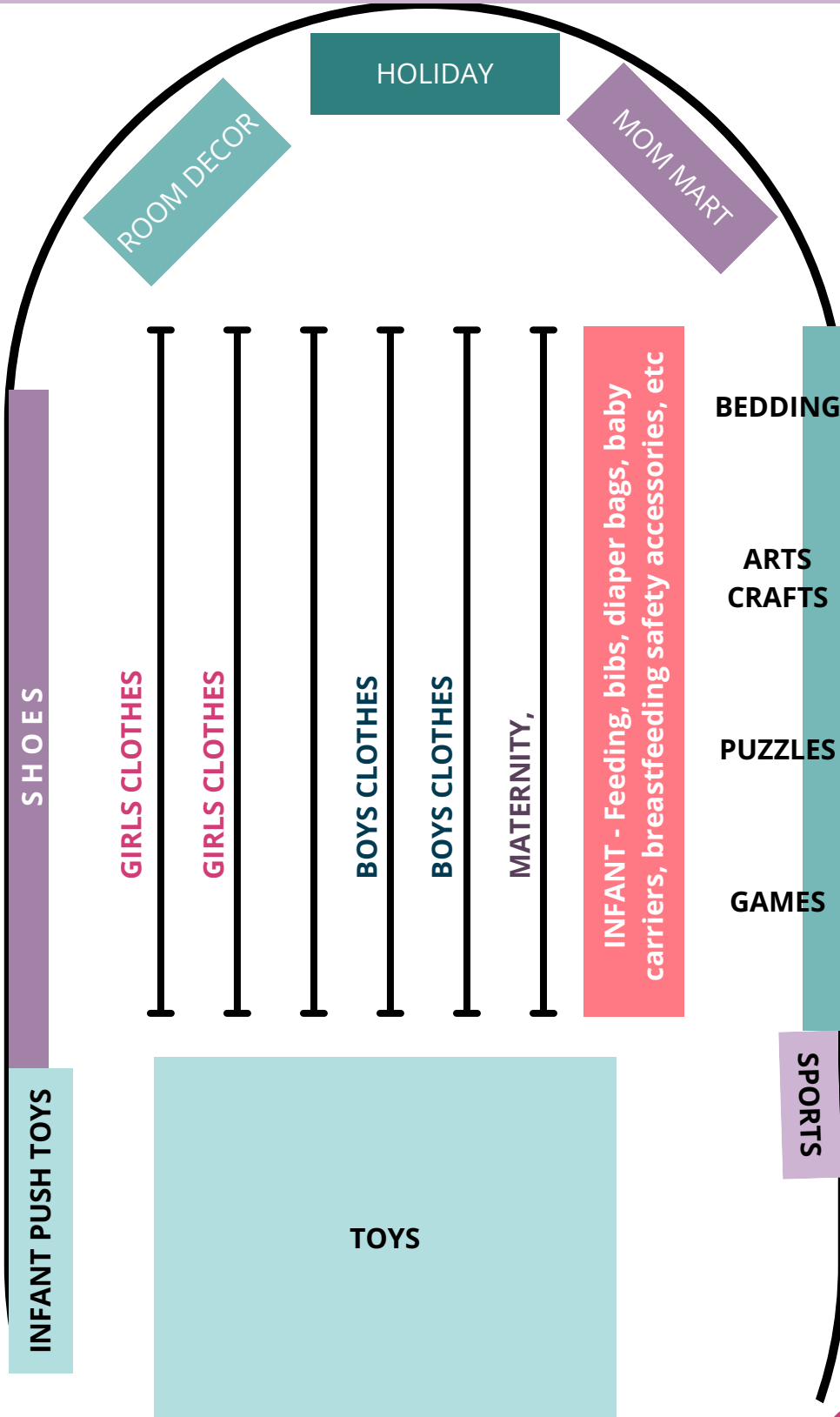
Print Claim Tags



Questions? Join our Seller Group www.jbfmercer.com/group for quick Q&A.



Sales Floor Overview



Details on the following pages



PAXSON ST SIDE PARKING LOT

CHECK IN

Enter



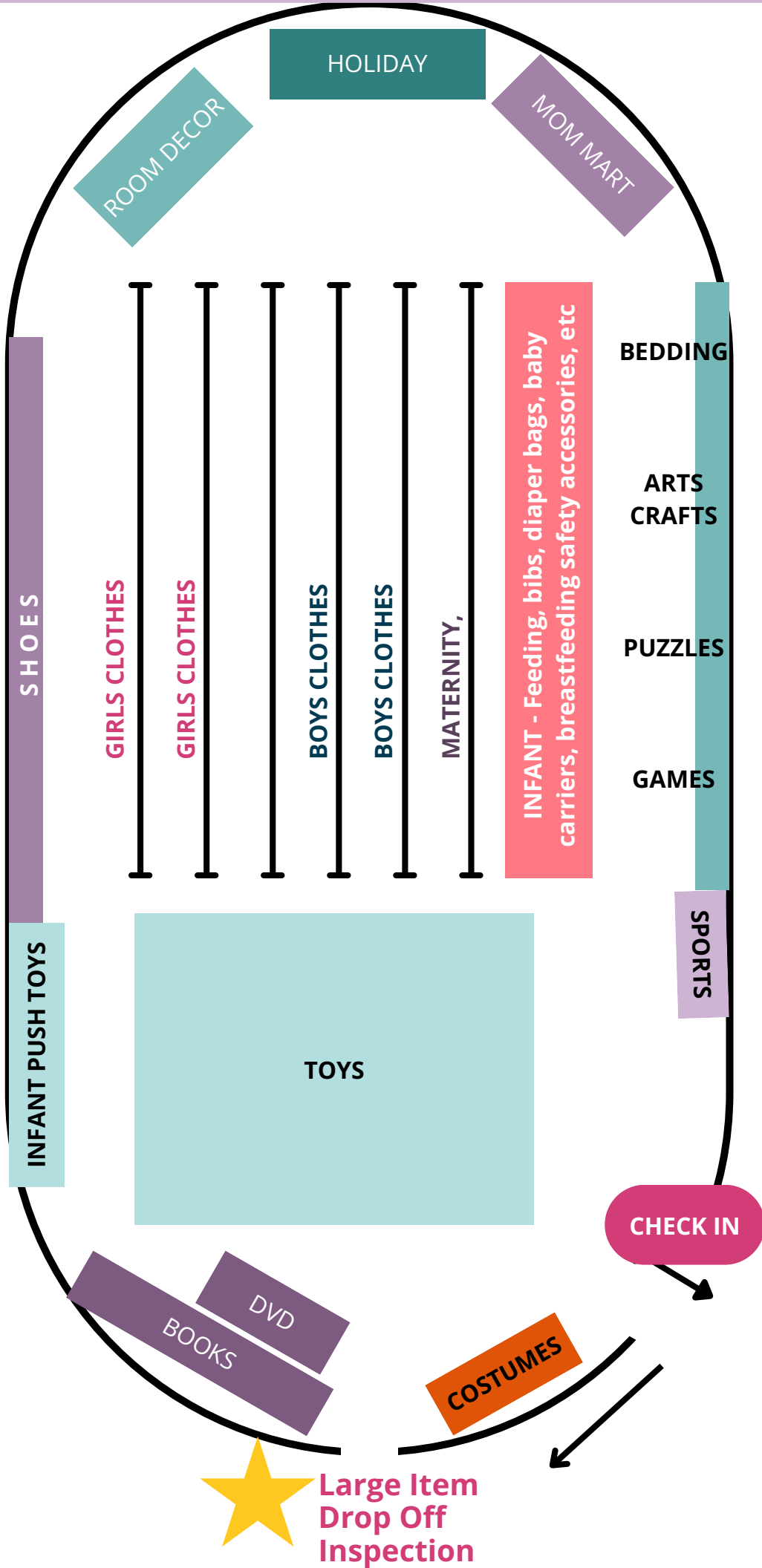
Large Items will be inside and outside
Check in at Desk as first step



Large Item Drop Off Inspection

COSTUMES

BOOKS
DVD





Drop Off Detail

Clothing  Rink

How: You will place your clothing directly on racks by Gender, Size, and Category.

Organizing Clothing for Drop-Off

Sort your tagged clothing by:

GENDER

SIZE

TYPE / CATEGORY

Our shoppers will spend more time buying clothing when they can easily find what they need (and want).

GIRLS CLOTHING

SIZE

TYPES

Swimwear

Pajamas

Tops

Bottoms

Dresses / Skirts

Sets / Outfits

Layers

Outerwear

BOYS CLOTHING

SIZE

TYPES

Swimwear

Pajamas

Tops

Bottoms

Sets / Outfits

Layers

Outerwear

Dropping off Clothing at the Sale

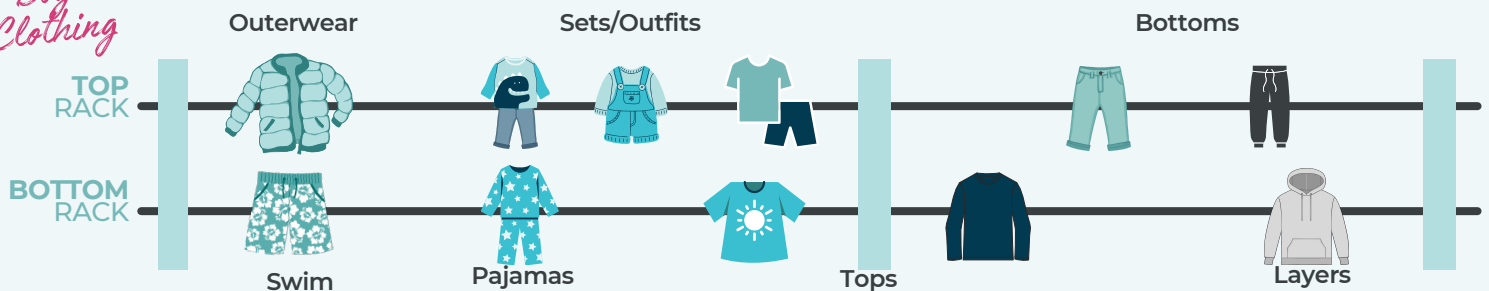
Once your clothing is inspected and you're ready to place your items onto the sales floor, use this guide.

PLEASE NOTE: Section locations are subject to change

Girls Clothing



Boys Clothing



Tops v. Layers v. Outerwear



Tops (first layer)

What you'd wear closest to your body

Examples: T-shirts, polos, long sleeve shirts



Layers (second layer)

What you'd throw on over a top indoors or for mild weather

Examples: Hoodies, sweatshirts, cardigans, pullovers



Outerwear (final layer)

What you'd wear outside to keep warm or dry

Examples: Coats, jackets, heavy winter gear, raincoats



Crib Waiver

Large Item Drop Off

Claim Tags & 100% Bonus

DIY Large Item

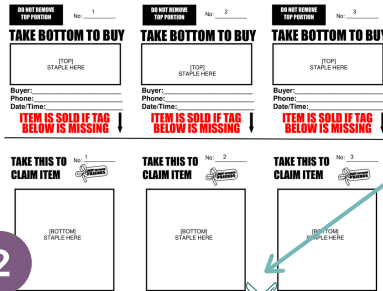
Claim Tickets



Print claim tickets on white cardstock

Print Claim Tags

Staple top part of price tag to top of claim ticket, and bottom of price tag to bottom of claim ticket



Cut off one claim ticket (they print 3-per-page)

Cut price tag along dotted line



Attach to the large item using a zip tie or non-damaging tape.

Claim tags will be provided at drop off, but save time, by creating yours at home!

100% of Your First \$100



100% 1ST \$100 ON YOUR IN SALES

Bring 5

JBF BRING 5: Earn 100% on your first \$100 earned. Bring 5 or more of the items listed below to qualify!

	Kitchen Helper, Toddler Tower		Bicycle *16"+, no trikes		Powered Ride-In Vehicle
	Pack-n-Play		High Chair *table top/boosters excluded		Swing
	Bedside Sleeper or Bassinet		Mamaroo *must include recall fix		Ride-In / Push Toys
	Toddler Slide		Nursery Chair/Glider *Wooden rockers require approval		
	Cozy Coupe		Stroller *Umbrella Strollers Excluded		
	Picnic Table		Wagon / Stroller Wagon *Ride-In Only		
	Play House		Outdoor Play Center		
	Water Table		Kitchen / Workbench		

SUBMISSION FORM



Documentation must be submitted via online form before Sept 25. All Items must meet JBF quality and safety standards and be priced according to JBF Guidelines. BRING 5 is applicable to regular Consignors only (Valet Excluded). BRING 5 is only available at the JBF Mercer County Fall 2025 Sales Event. Items do not need to sell to qualify. ALL Items subject to individual approval. Items can be mixed/matched. Multiples in one category allowed.



Sale Week



Fall & Winter Sale

TUES SEPT 23	THURS SEPT 25	FRI SEPT 26	SAT SEPT 27	SUN SEPT 28
Seller Drop Off 2pm-8pm <small>*must be out of the building by 9pm</small>	Sale Prep Sale Prep and Merchandising Recall and Safety Inspection	Shopping Hours 9am-8pm <small>*Ticket Required*</small> Seller Presale Shopping 11:30am-8pm Consignor + Friend Shopping Pass	Public Shopping 9am-1:30pm Free Admission Seller Half Off Presale Shopping 2:30pm-7pm Consignor + Friend Shopping Pass <small>*Items without a star on the tag are 50% off!*</small>	Half Off Shopping 9am-1pm Free Admission Fill-A-Bag 1:15pm-2pm <small>*Ticket Required*</small> All Proceeds to benefit Children's Futures Pick-Up 6:30pm-8pm Pick-up Unsold Items <small>*Appt Required*</small>
WED SEPT 24 Seller Drop Off 8am-2pm <small>*must be out of the building by 3pm</small>	Presale Staff Shopping 5pm-7pm Staff Early Shopping	Second Drop Off 2:30pm-7pm Second Consignor Drop Off <u>ONLY</u> toys, large items, and baby equipment	REMINDER: All items not picked by 8:01 will be donated. No Exceptions!	

Drop Off
Appointments
Required.



Mercer County Skating Center (in Mercer County Park) 1638 Old Trenton Road, West Windsor, NJ 08550

Questions? Join our Facebook Group for quick Q&A. <https://jbfmercer.com/Group>



Shop Early

The best perk of selling with JBF is shopping before we open to the public! Grab your presale ticket, a friend for your guest pass, and enjoy all the best deals first!



Tell Your Friends to Shop

The more you share, the bigger your seller check will grow. Be sure all the families in your life know about how JBF can help their family **SAVE** this week!



Watch Your Check Grow

You can view your sold items! Log in to your JBF Profile, click on **TAGGING**, then choose **SOLD ITEM REPORT**.

Getting Paid

Once the sale is complete, you can expect to receive your payment via e-check within **14 days** of sale end. Your check will be delivered via email and the subject line will read, "**Here's your check from Just Between Friends Mercer County for \$XXX.XX**".



Unsold Items Donated to Charity

Your unsold items marked for **DONATE** are distributed to help local families through our Charity Partner, Children's Futures. Thank you for your support of our community!



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