

Used Uniform Consignment Sale Information Sheet

IMPORTANT INFO

- Items must be in GOOD CONDITION. That means, no holes, no stains, and no discoloration. If your item is not in good condition, we will not attempt to sell it.
- Items should be clean.
- Items should be neatly folded.
- If an item has been altered, please make a note of that on the tag.
- We can ONLY accept and sell Dennis Uniforms.
- Only attach your tag with a SAFETY PIN. No staples or straight pins. This is to protect the garment (and our fingers). If you need safety pins, just ask!

HOW TO TAG CONSIGNMENTS

1. Register online (must be done each time you bring in new consignments).
<https://forms.gle/oM55cmJKAFUnDCMf9>
2. Complete the inventory sheet with item numbers, description, size, price.
3. Attach a tag with a SAFETY PIN to the top right side of the garment. Please use the tag template provided and example below.
4. Drop off your items to the designated place/time noted on the upper left.
5. Unless otherwise indicated, PTO will keep your items for the next sale. Tags will remain on the garments and you will receive payment for those items. If you wish to have your items returned, you must indicate on your
6. Consignor Info Sheet and online registration.

Tagging Examples



Item #: 1
NAME: JONES
Item Description:
SHORT SLEEVE WHITE POLO
Size: SMALL 7/8
Price: \$8

WHAT IS NOT ACCEPTED

- ★ Any brand that is not Dennis or Lands' End
- ★ Spirit Shirts
- ★ Socks
- ★ Non-Classroom approved Crusader Wear (ie:hoodies)
- ★ Activity Shirts or Uniforms for extracurricular activities (band, cheer, scouts, soccer, etc.)

QUESTIONS

Sophie Jeansonne
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Katie Thompson
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Used Uniform Consignment Sale

PTO Pricing List

UNISEX SHIRTS		BOYS	
Short Sleeve Pique Polo	\$10	Twill Shorts	\$10
Short Sleeve DryFit Polo	\$12	Tech Shorts	\$12
Long Sleeve Pique Polo	\$10	Twill Pants	\$10
Short Sleeve Oxford	\$10	Tech Pants	\$12
Long Sleeve Oxford	\$10	GIRLS	
PE (Grade 6th-8th Only)		Plaid Jumper	\$20
Cotton Shirt	\$3	Plaid Skort	\$20
Cotton Shorts	\$3	Plaid Skirt	\$20
DryFit Shirt	\$5	Khaki / Navy Shorts	\$10
Mesh Shorts	\$5	Navy / Khaki Pants	\$12
OUTERWEAR		Peter Pan Blouse	\$8
Vest	\$15	ACCESSORIES	
Pullover Sweater	\$18	Belts	\$5
Cardigan Sweater	\$18	Modesty Shorts	\$3
Crusader Sweatshirt	\$10	Bows / Hair Accessories	\$2
Nylon / Fleece Jacket	\$10	Logo Drawstring Backpack	\$3

Items Not Accepted

- ★ Any non-Dennis or Lands' End Uniforms
- ★ Spirit Shirts
- ★ Socks
- ★ Non-Classroom approved Crusader Wear (ie: hoodies)
- ★ Activity Shirts or Uniforms for extracurricular activities (band, cheer, scouts, soccer, etc.)

Used Uniform Consignment Sale

Consignment Information Sheet



Family Name: _____
(Make sure your family name is listed on all items dropped off for the sale)

Contact Name: _____

Oldest Child Name: _____ Homeroom Teacher: _____

Email: _____ Phone Number: _____

Mailing Address for Payment: _____

- ☐ I would like my unsold items KEPT for the next sale
- ☐ I would like my unsold items RETURNED
- ☐ I would like to DONATE unsold items to St. John's PTO

We understand that some families may not want to stay and check in their items. If you would like to drop off, please ensure that you hand your items to a volunteer at check in with all appropriate paperwork. A volunteer will go through the items dropped off and review the inventory sheet. Please initial if you do not wish to check in your items.

_____ I would like the used uniform committee to check in my items and accept any changes or discrepancies found during the check in process.

For Committee Use Only

Number of items present at check in: _____
(Please note any discrepancies from the inventory sheet)

Number of items sold: _____

Total Sales: _____

Payment to be mailed (70%): _____

Used Uniform Consignment Sale Consignment Inventory



Family Name: _____

[illegible]

Used Uniform Consignment Sale

Item #: NAME: Item Description: Size: Price:	Item: NAME: Item Description: Size: Price:
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