



volunteers

YARD SALE

Fundraiser Packet

#operationyardsale

Choose a Date & Time

- Plan a few weeks to give people time to gather donations.
- Don't pick a holiday weekend. They tend to be slower and can limit volunteer availability.
- Decide for Saturday only or Friday & Saturday.
- Check your city calendar for big events. These can help or hurt depending on location of your sale.

Choose a Location

- Someone's home on a busy road
- A church building (indoors or out)
- A community or rec center
- In the parking lot of a school
- In the parking lot of a business
- Have a Rain Back-up Plan (second date OR inside)

Sign Up Volunteers

- Sort & price donations
- Put out & pick up signs
- Arrive early on sale day to set up
- Work the sale
- Pack up & clean up
- Drop off boxes to be donated

Collect Items

Ask people to gather unwanted items via word of mouth, email, newsletter, and Facebook.

Designate a drop-off location, date(s), and time

- Offer to pick up items for the elderly.
- Have people start collecting plastic grocery bags – bunches!
- Decide what you are going to do with the leftovers: donate to homeless shelter, Goodwill, or save for another sale.

Gather Supplies

- Tape
- Change – plenty of dollar bills & quarters
- Poster board
- Empty boxes
- Sharpies
- Price tags
- Cleaning wipes
- Storage bags
- Safety pins (for clothing sets)
- Money box
- Pens
- Notebook
- O.U.R. Brochures and Pass Along Cards

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Sort Donations

Direct people to a specific area when they are dropping off donations. Make signs and tape them to tables or walls so your volunteers know exactly where to place things after they have been priced.

Suggested categories

Household: appliances, dishes, electronics, gadgets

Home Decor: pictures, knick knacks, candles, lamps, plants

Linens bedding, towels, tablecloths, curtains, pillows

Books adults, kids, educational

Accessories purses, belts, jewelry, hats, bath & body

Clothes men, women, boys, girls, infants

Baby Stuff

Seasonal/Holiday

Toys, Games, Puzzles

Shoes men, women, boys, girls, infants

Pricing

Price it low & let it go!

- Make several posters that detail your pricing system.
- Use neon stickers to color-code items that are 25 or 50 cents.
Example: orange or green stickers= 25 cents
pink or yellow stickers= 50 cents.
white stickers are priced-as-marked (for items \$1 & up)

Tips and tricks

- Most fundraiser sales will have piles and piles of clothes. Don't bother pricing them – sell them for \$5 a bag! (That is why you need to collect a bunch of grocery bags.)
- If someone only wants 1 or 2, sell them for 50 cents each.
- Place the nicer clothes (like coats, formals, or business wear) on hangers and hang a sign saying they are priced-as-marked.
- Around lunchtime lower the clothes to \$3 a bag and either mark some of the more expensive items down or declare everything to be half price.
- Don't want to be left with a bunch of stuff at the end of your sale? About 2 hours before the end of your sale, start selling bags for \$5. Allow people to stuff them with whatever they want.

Advertising

- let people know why you are raising money
- spread the word on Facebook or Twitter set up a Facebook event page – add a map put up signs – get a permit if needed grab attention with balloons or streamers have people stand by the street waving signs

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Sale Day

- Start setting up an hour (at least) before your opening time
- Also mention that people can bring donations the hour before garage sale begins
- Appoint someone to man the money table – do not leave your cash box alone EVER!
- Keep paper & pen on hand to help add up purchases. Calculator is nice!
- Allow people to bargain, but don't practically give stuff away first thing in the morning.
- Have a person or two near the clothes to hand out bags and explain how it works.
- Tidy up tables throughout the day. Most people don't want to dig through a jumbled mess.

Don't Forget to Eat

Breakfast: buy donuts or have something else

Lunch: order pizza, grill hot dog

Have a dinner plan in place. You'll be too tired to cook.

(have cold bottled waters or bottled pops)

Extras

- Check to make sure there aren't laws against these in your city.
- sell cold drinks, candy, or chips
- bake sale
- place a donation jar on the money table

Example of an ad:

HUGE Benefit Sale Saturday, June 24th, from 8:00 to 2:00.

Benefiting OPERATION UNDERGROUND RAILROAD

Here is just a sample of what you will find: Clothes in all sizes – fill a bag for just \$5!

Baby Gear, Home Decor, Shoes, Accessories, Books, and So Much More!!

Get here early – it is priced to sell!!!!

WEAR O.U.R. SWAG