

## Drop Off Checklist for Consignors

Now that you've registered & paid online, here is a printable "to do" list to make sure you're prepared for your Drop Off appointment...

1. Sign up online for a Drop Off appointment. One appointment for every 200 items consigned, consecutively (back-to-back appointments).
2. Read through the gray tabs on selling/consigning on the ATG Pop-Up website at [www.astheygrowsale.com/atg-pop-up/](http://www.astheygrowsale.com/atg-pop-up/) including the Item Prep, Price and Tag instructions and What To Sell pages to fully understand what's accepted at our sale and how to prep & tag your items.
3. Check items to make sure they're clean and functioning properly.
4. Women's and Juniors clothing must be clean, wrinkle and pet hair free and hung on plastic, adult-size hangers. Women's and Girls' Juniors pants must be hung on pant hangers. Limit of 25. Women's and Juniors (girls) only, no men's clothing.
5. Check to see that each item has a tag and that it's attached well.
6. Large items: print 3 tags per large item. Attach one to the large item and bring 2 extra to attach to the Large Item Claim Ticket at Drop Off.
7. Use distinctly-colored hangers and/or washi (craft) tape to easily identify your unsold items at Pick Up.
8. Sign up for your Consignor+ Helper time block early to get your desired shift(s). Consignors who help out keep more of what their items sell for & get to shop our exclusive Consignor+ PreSale! Details and percentages on the [Keep More/Consignor+ page](#).
9. Consignors who have 10 or more items that DO NOT meet ATG's requirements at Drop Off, will be placed on probation and limited to consigning 50 items (or less) at our next sale. The probation will be lifted when the consignor brings in 50 items (or less) that meet the ATG requirements.

~Thanks for your cooperation in making this the highest-quality shopping event!