

Helpful hints for sorting:

- 1. Gather all your clothing items together, and on a bright, sunny day (preferably by a window), check each item over for stains, holes, missing buttons, faulty zippers and signs of heavy washwear, such as fading and pilling.** Pay special attention to collars, cuffs, fronts of shirts, knees and bottoms of pants and shorts, and don't forget the backs of each item!
- 2. Set up your workspace by a closet or a portable hanging rack** (highly recommended) so that ironed, hung and pinned items can be immediately hung, not laid in a pile to wrinkle. When you've worked through your items, group them in "type" sections (shirts with shirts, shorts with shorts, etc.); this will assist you in the pricing/tagging process.
- 3. Separate your clothing items by gender and size.**
- 4. Have hangers sorted in bins by size and type for easy retrieval.** Depending on your hanger sources, you may have infant, toddler, child and teen top and bottom hangers in your inventory. If most of your hangers are the same size, place them in an easy-to-reach spot.
- 5. As you go, button every button, snap every snap and zip every zipper.** This ensures that all the parts of an item are present and functioning and also assists in overall presentation.
- 6. Remember to face your hanger to the left,** so that it looks like a question mark when you look at the front of the garment. Pin pants, skirts and shorts to the top of the hanger's "shoulders," and give them the tug test to ensure that they are firmly affixed. Do the same for shirts and dresses. Your items will be handled multiple times during their trip to the sale, at the sale by workers as they merchandise the store and organize sections, and by shoppers themselves. If in doubt, pin!
- 7. Sets bring a higher price than individual items, so it's important to merchandise them properly.** If you have dresses with matching diaper covers, pin the diaper cover to the hanger along with the dress on the inside of the dress, if possible. (Diaper covers count as an item, so a dress with a matching diaper cover is a 2-piece set.) If you have a multi-piece set, use a small zip tie to secure hangers together and then pin the items together as well. You may be tempted to cut the zip tie to make it look "neater." Don't! You'll be left with a sharp plastic edge right where you (or someone else) will grab the hanger.

Ensure that matching accessories are also included – with several pins, or if appropriate, pop them into zipper bags, tape the tops of the bags and pin through the taped to the items they match. Note on the tag that it is a multi-item set.

- 8. Presentation of your items is very important.** This will help your items sell!
- 9. Separate your items into tubs/boxes by gender and size.** This makes drop off much more easier for both the volunteers and yourself.