

WCA Uniform Resale Procedures - 2014

Please read carefully and take this signed form with you when you drop off clothes for the sale.

I. **Clothing Requirements**

All uniform garments must be from Land’s End, Buckhead Uniform, or Target Group (not the local Target). All other brands are not acceptable. Spirit-wear can also be sold. Acceptable brands include:

1. Lands’ End
2. From Buckhead Uniform: Risle, Royal Park, Becky Thatcher, Universal, A+, Kaynee, School Apparel, Tulane, Abbingdon, Classroom, Rifle, Tom Sawyer, Soffee, Survivor, TQ Knits

All garments must be in very good to new condition (no tears, repairs, holes, stains, distinguishable fading, worn knees, broken zippers etc.). **We no longer accept iron-on logos.** All garments must be freshly washed and wrinkle-free, hung on a hanger with the open hook facing left, and pinned with a WCA label. Attach skirts, pants and shorts to the hanger at the waist by safety pins. Attach tags with a safety pin near the collar or waistband on the right side of the garment when the garment is facing you.

The re-sale volunteer staff will determine acceptability of garments brought to the sale. If any item is missed during check in that doesn’t meet criteria it will also be pulled. If an item is rejected for sale, it may be donated to WCA and placed in the sale category “Not Quite Perfect”. These items will have the defect noted and will be sold at a significantly reduced price. Defects must be minor to be accepted. All proceeds for “Not Quite Perfect” items will go to WCA.

II. **Registration Procedures**

You need a seller’s ID code for your tags. You can use one previously assigned to you or call the WCA office and one will be given to you. Labels are available as an attachment to the announcements. Please print labels on **white paper only**. The WCA price list is available to assist you in pricing your items.

III. **Delivery/Pick-up of Garments**

Garments for the sale may be delivered only during the hours announced and should be picked up by the deadline given. Please respect all scheduled times. If you are unable to pick up funds and unsold garments during the stated times, have a friend pick them up for you and let us know who it will be.

Any garments and funds not picked up by the deadline will be donated to WCA. Sale volunteers and WCA staff are not responsible for any garments or funds not picked up. Please make special note of all dates and times on your calendar, as you will not be phoned.

IV. **Proceeds**

WCA will retain \$1.00 per garment sold. Funds earned for WCA will be used to benefit the students of WCA for the school year. The number of garments picked up plus the number of labels retained (items sold) should equal the total number of items accepted for sale. Please check these numbers at pick-up!

The sale is CASH ONLY. No checks, credit cards or debit cards will be accepted.

I have read and will follow all above WCA uniform resale procedures.

Signature: _____ **I would like to donate to WCA my items that don’t sell** _____

\$ earned: _____ **-WCA fee (\$1.00 per item) #** _____ **items = net profit to seller \$** _____

#ITEMS for sale _____ **minus #ITEMS sold** _____ **= #ITEMS to be picked up** _____

I received cash and items not sold, and agree that it is correct _____