

St. Ambrose Used Uniform Sale Instructions

April 14th, 11:00am-1:00pm

Step 1 – Items to be donated or consigned for sale must be in good condition and meet current St. Ambrose School Guidelines. All clothing items submitted must be washed and clean. Items that are stained, ripped, have excessive pet hair, worn out or faded will not be accepted for donation or consigned for sale.

Step 2 – All items for consignment must include a St. Ambrose School Uniform Sales Form listing all items consigned for sale. Each item must be neatly folded and include a Uniform Sales Tag securely pinned on it. No stick pins please. **Items that do not have the Sales Form or Sales Tags will be treated as donations.**

Step 3 - **All uniforms must be received by 12pm on Friday, April 12th** to be included in the uniform sale. Please drop off uniforms in paper or plastic bags to the school office. **Uniforms received after this date and time will not be included in the sale.**

Step 4 – All uniforms will be inspected. You will be contacted if any of your items are determined to not meet the guidelines in Step 1. You may choose to reclaim these items, or they will be donated to charity. Items accepted for donation and/or sales consignment will be priced using the standardized pricing list attached.

Step 5 – Sale proceeds for all donated items will be kept by the St. Ambrose School PTO. Sale proceeds for all consigned items are distributed as follows: The seller/consignor will receive 50% of the sales price and St. Ambrose School PTO will retain 50% of the sale price. Seller proceeds will be distributed to you through your child's Wednesday Folder.

Step 6 – Unsold consigned items will be returned to you after the sale. Items donated or not picked up will be donated to charity. St. Ambrose School will no longer store used uniforms for future sales. St. Ambrose School PTO will take every effort to ensure you receive proper credit for your items. Having a Uniform Sales Form will help us keep better track of your items; however, we cannot be responsible for lost tags or missing items.

Items accepted for sale in the Used Uniform Sale Include the following uniform items: shirts, shorts, pants, sweaters, jumpers, skirts/skorts, t-shirts, sweatshirts, sweatpants, spirit wear, belts, ties, fleece jackets

Price List

Blouse/ Oxfords \$6

Shorts \$8

Pants \$10

Jumpers \$14

Skirts/skorts \$18

Sweaters \$10

Polo Shirt \$6

PE Shirt/ Shorts \$4

PE Sweatshirt/pants \$6

Belts \$4

Ties \$4

Fleece Jackets \$25

St. Ambrose School Used Uniform Sales Form

Consignor Name: _____

Consignor Phone Number/email address: _____

Do you wish your unsold items returned to you? Circle One: yes no

Items for Consignment

(Please be specific as to colors/styles, please specify girl or boy)

This will help us keep better track of your items should tags fall off

QTY GIRL/BOY SIZE

Blouse

Oxfords

Polo Shirt

Sweaters

Shorts

Jumpers

Skirts/skortts

Pants

PE Shirt/Shorts

PE Sweatshirt/pants

Belts

Ties

Fleece Jackets

St. Ambrose School Used Uniform Sales Tags

Please PRINT CLEARLY for proper credit

Consignor Name:

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