

The Checklist... for Successful Garage Sales



Planning & Preparation

- Choose Date & Location
- List Inventory
- Gather & Price Room #1
- Gather & Price Room #2
- Gather & Price Room #3
- Gather & Price Bathrooms
- Gather & Price Kitchen/Mud Room
- Gather & Price Living/Dining Room
- Gather & Price Basement
- Gather & Price Outside/Garage
- Arrange After Sale Donations
- Get Change from the Bank

Pricing Supplies

- Box for Pricing Supplies
- Pricing Stickers
- Pen/Marker
- Paper (small notebook or stickies)
- Scissors
- Masking & Scotch Tape
- Safety Pins
- Ziploc Bags (small & large)

Advertise

- Decide Where to Advertise
- Submission Deadline _____
- Write Ad
- Create Flyers
- Submit Ad
- Disperse Flyers (1-2 wks before sale)

Signs

- Sign Supplies
- Balloons
- Make Signs
- Decide Where to Place Signs

Presentation

- Plan Layout & Designate Areas
- Tables
- Hanging Rack
- Size & Area Signs
- Set up Clothing Area
- Set up Baby & Toy Area
- Set up Household Area
- Tarps to use for Overnight Coverage
- _____

Profits - Day of the Sale

- Get up Early
- Set Up Outside Area, pull tables out
- Set Up Checkout Area
- Money Box w/ Change
- Sticker Storage or Sales Record Sheet
- Misc - calculator, pens, paper,stickers
- Bags, Boxes & Newspaper
- Empty Bins or Boxes
- Extention Cord / Oultet / Batteries
- Put out signs (1/2 hour early)
- Set up Concession Stand
- Money Box for Concession Stand
- Sunscreen
- Coffee & A Smile
- _____

After the Sale

- Count Your MONEY!!!
- Organize Leftovers (keep-throw-donate)
- Donations to Charity
- Put Away **All** Garage Sale Supplies
- Clean Up Garage & Yard
- Relax
- Start Planning for next year ;-)

Modified from the original Garage Sale Checklist found in the *Easy Garage Sale Planner* by Tashia Calhoun, your friendly garage sale fanatic. www.Garage-Sale-Secrets.com

Post your Garage Sale or Browse Sales in your Area Today!
www.CommunityHotline.com/GarageSales

