



THE ULTIMATE GARAGE SALE PREP KIT

the ORGANIZATION TOOLBOX

about this printable:

FONTS USED:

Printable: LillyBelle & Avenir Next **Editable Text Fields:** Arial & Arial Bold

COLORS USED:

Teal (279493) | Turquoise (9AD8D1) | Hot Pink (EF1B68) | Light Pink (F9639C) |
Orange (FE8031) | Light Orange (FEB028) | Lime Green (C4DA3B)

PRINT & ASSEMBLY INSTRUCTIONS:

<https://thehomesihavemade.com/2016/03/the-ultimate-garage-sale-prep-kit-a-free-printable/>

OTHER HELPFUL RESOURCES:

[10 Tips for an Awesome Yard Sale](#)
[Donate vs. Sell](#)

How to Edit the Printables

This kit features pages with editable text boxes so you can type in your own text. To edit these pages, it is highly recommended that you use Adobe Acrobat Reader. Although other PDF readers may work (e.g., Preview), the formatting and editable text boxes work best using Adobe products. You can download a FREE version of Adobe Acrobat Reader for either PC or Mac [here](#).

To add your own text to the printables:

- Don't open the files in an Internet browser from an email link or download screen. Instead, download the files directly to your computer either to your Downloads folder or another designated folder.
- Open your printable kit in Adobe Acrobat Reader.
- **All of the editable fields are represented by light blue boxes.** Simply click into a blue box and type in your desired text. If there is no light blue box on a specific text/line, then that text/line cannot be changed or edited.
- You may use both lowercase and capital letters as you prefer. However, each text box is pre-formatted to populate text in a specific size, font, color, and alignment. These specifications cannot be changed.
- The light blue text fields **do not print**, so you can leave any and all fields blank as necessary.
- If the font does not appear to be populating correctly, ensure you have the correct fonts installed on your computer. (The fonts for this kit can be found on the previous page.)
- If the page is designed in Landscape Layout, the text boxes are formatted to rotate and print correctly. To edit these pages more easily, click View in the upper Toolbar in Adobe Acrobat Reader and then select Rotate Counterclockwise. Now the page will be orientated correctly so you can add your text.
- Once you're satisfied with your text, print the pages you want/need at 100% resolution. The PDF can be saved with your added text for future use.
- To see a video tutorial on how to edit the files, click [here](#).

2-4 weeks before sale

- Set sale date
- Coordinate date with community/neighbors
- Arrange for childcare, if necessary
- Obtain any necessary permits
- Begin identifying items to sell

1 week before sale

- Assess weather forecast and adjust sale, if necessary
- Advertise sale online (Craigslist, Facebook groups)
- Reserve tables/clothing racks, if necessary
- Confirm childcare, if necessary
- List larger and more valuable items for sale online
- Make large, vibrant signs to post around neighborhood
- De-clutter and identify items to sell in the:
 - Kitchen
 - Dining Room
 - Family and Living Rooms
 - Bedrooms
 - Closets
 - Basement
 - Playroom
 - Office/Craft Space/Workshop
 - Laundry and Utility Rooms
 - Outdoor Spaces
 - Garage

2-3 days before sale

- Print (and laminate) category signs, if desired
- Sort items to be sold into categories using signs
- Download, print, and cut price tags
- If doing a group sale, have participants drop off items
- Bag up or tape together items with multiple pieces
- Get at least \$20 in small bills and coins to make change
- Ensure small appliances and electronics have manuals/cords/chargers
- Pick up tables/clothing racks, if necessary
- Take pictures of all items and update online sale listings
- Remove online pictures/listings of any sold items
- Place items in original packaging if you have it
- Place large signs on corners and streets near sale site
- Test old/un-used electronics to ensure working order
- Remove pictures from frames
- Check pockets/purses for change
- Check furniture for valuables
- Collect plastic or brown paper bags for shoppers to use
- Pick-up snacks/refreshments

the ultimate GARAGE SALE CHECKLIST

night before sale

- Finish categorizing items for sale
- Setup tables and determine what items will go where
- Lay out and set up as much as possible in a garage, fenced-in backyard or other securable space
- Put together any items that will sell better assembled
- Price every single item
- Set coffee pot, if necessary
- Set out clothes
- Set alarm clock for (at least) 30 mins prior to sale start time

day of sale

- Move all staged/setup displays to your selling space
- Setup anything that requires assembly
- Take pictures of your sale and update online listings
- Ensure all items are visible and priced
- Have an extension cord on-hand to test electric items
- Consistently re-arrange and move items around as things get picked over to keep things looking fresh
- During lulls in traffic, transfer any large bills or accumulations of cash to a safe place
- 1-2 hours before the end of the sale, consider slashing prices or removing price tags
- Offer cookies, donuts, or coffee!

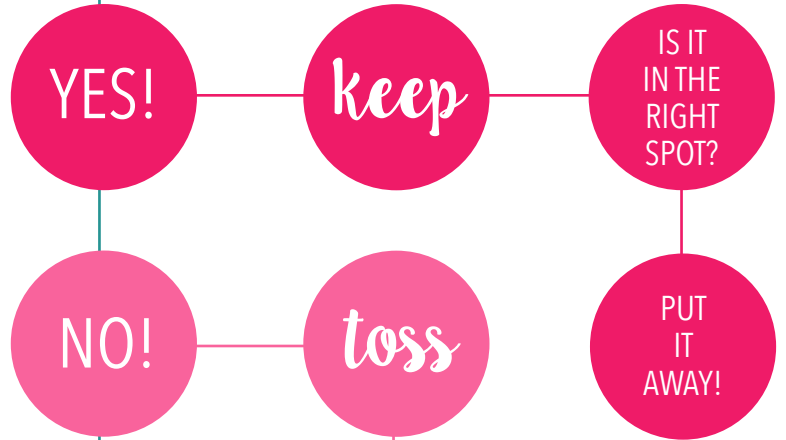
after sale

- Take down any online listings
- Take down any signs around the neighborhood
- If allowed, leave items out (for the afternoon or overnight) with a FREE sign
- Determine what leftover items should be donated, trashed, or sold online
- Take items to donation center as soon as possible
- Before disassembling/re-packaging un-sold items, take pictures for online listings
- Post leftover items online as soon as possible
- Return tables /clothing racks
- Deposit cash/checks, if necessary

the ultimate CLEAN OUT WORKSHEET

start here

- Do you love it?
- Do you use it?
- Do you happily display it in your home?
- Is it a precious family item, antique, heirloom?
- Is it in good and/or working condition?
- Do you have space for it?
- Do you have a good reason to store it for future use?



sell

- Gently worn/used items
- Items that are complete, undamaged, and still useful
- Small appliances
- Books & movies
- Tchotchkes
- Home decor items (lamps, rugs)
- Kid/baby toys and items
- All items listed below

best sold online

- Complete sets of items (dishes)
- Furniture & large home decor items
- Like-new clothing
- Jewelry
- Collections
- Electronics
- Valuables
- Anything you want decent money for

places to sell online

Craigslist
Ebay
Local Buy/Sell/Trade Pages
Online Yardsale pages

donate

- Kitchen & dining items
- Furniture
- Gently-used clothing & jewelry
- Electronics
- Items that are complete, undamaged, and still useful
- Books & movies
- Tchotchkes
- Home decor items (lamps, rugs)
- Anything not sold in garage sales

thrift stores

Goodwill
Salvation Army
Habitat for Humanity Re-Stores
Local organizations

other donation spots

Scout troops
Schools
Libraries
Churches
Shelters
Non-profit organizations
Friends/neighbors/family

trash

- Any items that are broken, damaged or incomplete
- Any items that have an odor (pet, smoke, mold)
- Any items that are very worn/used
- Any items that are soiled/stained
- Any items that have been recalled
- Any items passed an expiration date
- Any items that can't be packed (if moving)

be responsible!

SOME ITEMS
CAN'T BE PUT IN THE TRASH!

Paint | Batteries | Light Bulbs
Electronics | Cleaning Fluids
Medicines | Lawn & Garden Chemicals
Tires | Appliances

PLACES TO TRASH
HAZARDOUS MATERIALS:

Home Depot | Lowes | Local Dumps

PUT

AWAY

TRAASH

D
O
N
A
T
E

SELL ONLINE

GARRAGE
SALE

HOME
DECOR

FURNITURE

BUILDING
MATERIALS

CLEANING
SUPPLIES

OFFICE
ITEMS

CRAFT
SUPPLIES

BABY
ITEMS

BABY
CLOTHES
SIZE:

CLOTHES

MEN

SIZE:

CLOTHES

WOMEN

SIZE:

TOYS
& GAMES

ELECTRONICS

FITNESS
EQUIPMENT

SPORTS
EQUIPMENT

TOOLS

GARDEN
SUPPLIES

MOVIES

BOOKS

KITCHEN ITEMS

DINING ITEMS

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