

Yard Sale Checklist

By Nicole Nichols-West

- 2-3 Weeks Before the Yard Sale
 - Check community rules to see if a license is required for your yard sale.
 - Confirm when and where you are allowed to post yard sale signs.
 - Collect items you no longer need.
 - Choose a date to have your sale.
 - Encourage your neighbors to participate.
 - Compose your newspaper ad.
 - Call the newspaper and place the ad.
- 1 Week Before the Yard Sale
 - Make sure items for sale are clean and in good repair.
 - Go to the bank to get change for the sale.
 - Price the items and organize them into groups of like items.
 - Make, buy or print yard sale signs that will direct shoppers to your sale.
- The Day of the Yard Sale
 - Set-up a card table and chair for a check out stand.
 - Put the items to be sold on the tables in an organized fashion.
 - Price your items clearly with the pricing sticker.
 - Organize the change in a change box.
 - Have a calculator, pen and paper handy for totaling item prices.
 - Have bags, and newspaper for wrapping fragile items.
 - Plug in an extension cord to test electrical items.
 - Post the signs in high traffic, visible areas.
 - Set out small snacks and soft drinks for your workers.
 - Open the sale for business.
- After the Yard Sale
 - Donate unsold items in good condition to your church benevolence supply or non-profit organization.
 - Remove your sale signs.