

BLING FLING INSTRUCTIONS

All seller participants must be members in good standing (see Club Bylaws).

Prior to submitting work to Quality Control, it is the participant's responsibility to know if they have met the good standing requirements according to Club Bylaws.

ALL SELLERS must volunteer to work during the Bling Fling (cashier, wrapper, refreshments, runner, setting up signs, passing out flyers, etc.).

Non-selling club members who volunteer to work the Bling receive credit for "monitoring".

Village Store selling agreement must be signed by all participants.

Per Recreation Center rules, all or part of the project must be started, worked on or finished at Club.

The Club is not responsible for any stolen, lost or damaged merchandise.

Each person has a code (obtained from Quality Control [QC]) and it is to be used on the price tag with the item number: First line is the code & item number with price underneath. All prices are whole numbers – no dollar signs. The item number is taken from your inventory sheet.

XXX-101
75

Limit of 100 pieces per person.

Prices include state sales tax of 6.3%, 16% for Village Store, and 2.7% for Club (25% total).

The Club's Board voted and approved that table selection will be determined by **lottery**. At time of sign-up, each participant who wants to partner with one or more members will put their names on an approved slip and return to the committee – if more than one name, the names on that slip will be entitled to two three-foot tables.

All slips will be put into a large receptacle for the drawing. Either the committee chairman (or co-) will draw the names and as they are drawn those listed on the slip will choose a table (or two contiguous tables if more than one person) from the floor plan provided by the Bling Fling Committee. Each person participating will be entitled to one three-foot table or two tables if more than one person has partnered with them.

The Committee will notify (by email) all participants no more than a week before the event when the table selection will be held. If a participant is unable to attend the day of selection, they are responsible for having a proxy, otherwise their name will go to the bottom of the list and the selection process will continue.

Each item for sale in the Bling Fling (BF) must be submitted to QC:

- On new, clean inventory sheets – no crossed out items or reused sheets;
- in individual zip lock bags (recycled bags can be obtained from QC);
- have new price tags – no white out or crossed out information will be allowed (tags are available from QC);
- securely attach price tag – do not connect price tag to a jump ring;
- all earrings must be on commercial earring cards (cards are available for a nominal fee from QC) and rubber stoppers (backs); and
- sets (any combination of earrings, necklace, bracelet) must be attached together with a "set card" obtained from QC at nominal charge; and
- each item in a set needs a tag indicating number of pieces in the set, i.e., if three pieces in the set each would have a separate tag marked 1 of 3, 2 of 3, 3 of 3 with the code on each.

All items are to be left with QC after they are submitted for review. **Do not leave the room** until after your items have been QC'd; problems can be corrected either at that time or at home.

Quality Control approval standards for merchandise:

- Bracelets with magnetic clasp require a safety chain.

- Make sure item cannot be pulled apart (no loose beads) – gently tug the item.
- No mixed metals (example: gold clasp on silver base) unless the character of the item is mixed metal.
- Does the item fit properly when worn (exception is earrings)?
- Are the earwires the same?
- Are there any rough edges on the metal parts – does any wire stick out and jab you?
- Do you see the thread/Fireline, especially the tails where it has ended or had thread added?

These are some of the things that QC looks for. If the item does not pass QC standards, it will be returned to the Club member with an explanation so the member can correct the problem and return to QC **one time only**.