

***Cascade Valley Figure Skating Club***

***2019 Dress Swap***

**in conjunction with**

***National Skate Month Celebration***

**Friday January 25, 2019**

4:30 - 6:00 PM

## **Annual Dress Swap**

***\*Please read through the attached information for complete details and forms for Dress Swap.***

**Open to:**

All CVFSC members

 Private basic skill skaters

SnoKing Renton Bridge Class students

***For more info visit*** [***www.cascadevalleyskating.com***](http://www.cascadevalleyskating.com/) ***and our Facebook page. For questions contact*** ***CascadeValleyFSC@yahoo.com******.***

**The following items may be offered for sale:**

* Competition Dresses / Pants / Shirts
* Practice Dresses
* Skating Skirts
* Unused, Unopened Tights & Skating Socks
* Zuca Bag Frames, Inserts & Seat Cushions
* Unused, Unopened Skate Guards & Soakers

*Please note that we are not able to accept new or used skates, skate boots, or blades for this sale*

**How to Participate as a Seller**

1. Fill out the “Dress Swap Seller Registration Form” (page 3), “Itemized List of Swap Items” (page 4) and specific labels for each item (page 5). *Please match inventory numbers on the labels to the inventory # on your “Itemized List of Swap Items” form.*
2. Print specific labels (page 5) for swap items and attach the specific label to the swap item. *Must use safety pins to secure label. Do not include hangers.*
3. Please secure in ONE bag large enough to accommodate and include:

1) Dress Swap Seller Registration form

2) Itemized List of Swap Items form

3) All swap items with respective labels

1. Drop off your items using the 2 options below:
* **To your coaches:** You can drop off your bag of items to your coach **between Monday, January 21st and noon on Wednesday, January 23rd**. Please try to make sure everything is in ONE bag large enough to accommodate all. **If you** **need to have more than one bag**, please make sure to have a copy of “Dress Swap Seller Registration Form” and the “Itemized List of Swap Items” **in each bag.**
* **To club board members during freestyle sessions 2:45pm-5:45pm Wednesday January 23rd:** a club board member will be in the lobby to collect swap items.
1. **If you cannot attend the Dress Swap on Friday January 25th, but would still like to sell, please contact CascadeValleyFSC@yahoo.com**
2. **All items not picked up after 7pm the day of the dress swap (January 25th) will be donated.**



**Dress Swap Seller Registration Form**

**(This form must be filled out by all sellers to participate and will serve as your receipt. Please PRINT)**

**Seller Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address (Important for us to mail the check to you):**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Cascade Valley Figure Skating Club will collect gross sales and summarize total sales per seller using pre-printed sales label. 10% of each sale will be donated to Cascade Valley Figure Skating Club. The remaining 90% will be mailed to each seller within 2 months after the sale.
* Registration form, inventory and labeled items can be dropped off beginning Monday January 21st, 2019. See Step 4 in the page above for details. ***Items not picked up by 7pm on Friday January 25th will be donated.***
* Make sure pre-printed sale label is securely affixed to each item with safety pins *or it cannot be sold*. Do not provide hangers with dresses. Be prepared prior to dropping items off by filling out ALL paperwork. Complete paperwork on your computer OR printed for legibility. *We must be able to read all information.*

**CVFSC Use Only:**

***Cascade Valley Figure Skating Club cannot be responsible for lost, damaged, or stolen items.***

|  |  |
| --- | --- |
| **Gross Sales** |  |
| **Less 10%** |  |
| **Net Check** |  |
| **Check #** |  |
| **Date Mailed** |  |

**Itemized List of Swap Items**

**Seller’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |
| --- | --- | --- |
| **Inventory #**(Last Name + #) | **Description** | **Price** |
| *Example:**Doe 1* | *Competition Dress - red velvet, long sleeve with crystals along neck line; Revella, size youth 12****(you can copy and paste into the label below)*** | *$75.00* |
| *Example:**Doe 2* | *Practice Dress - blue paisley with solid blue skirt; Jerry, size child 6-8* | *$25.00* |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Please fill out and cut the sale labels and securely attach the label to each item with safety pins or items cannot be sold.**

|  |  |
| --- | --- |
|  |  |
| **Seller Name:** (Example 1)Jane Doe | **Seller Name:** (Example 2)Jane Doe |
| **Description:***Competition - Red velvet, long sleeve with crystals along neck line; Revella, Size youth 12* | **Description:***Practice - blue paisley with solid blue skirt; Jerry, Size Child 6-8* |
| **Price:** $75.00 | **Price:** $25.00 |
| **Inventory #:** Doe 1 | **Inventory #:** Doe 2 |
|  |  |
| **Seller Name:** | **Seller Name:** |
| **Description:** | **Description:** |
| **Price:** | **Price:** |
| **Inventory #:** | **Inventory #:** |
|  |  |
| **Seller Name:** | **Seller Name:** |
| **Description:** | **Description:** |
| **Price:** | **Price:** |
| **Inventory #:** | **Inventory #:** |