



BEFORE

Who's Selling

Every seller gets a letter. That letter goes on every price sticker they write.

Garage Sale Pack
Sheet 1 of 12

How the pack works

- 1** Give every seller a letter below.
- 2** Each seller puts their letter on every sticker.
- 3** The cash table writes each price under that letter.
- 4** Add up the columns and pay everyone out.

The sellers

LETTER	NAME	PHONE	WHAT THEY'RE BRINGING
A			
B			
C			
D			
E			
F			

Agree on this before the sale

Who runs the cash table _____

Who covers their breaks _____

Can someone else lower the price on my stuff? ☐ Yes ☐ No ☐ Only down to my lowest price

Do early shoppers get in before we open? ☐ Yes ☐ No

Shared costs like signs and ads ☐ Split evenly ☐ Host covers them ☐ Other

Who sets up _____

Who puts out and takes down the road signs _____

Who cleans up _____

Leftovers ☐ Everyone takes theirs home ☐ Donate it all ☐ Other



BEFORE

The Countdown

Start about three weeks out. Check things off as they get done.

Garage Sale Pack

Sheet 2 of 12

Two to three weeks out

- ☐ Pick the date and the hours
- ☐ Look up your city's rules on permits, signs and sale hours
- ☐ Ask who else wants to sell and fill in the Who's Selling sheet
- ☐ Let the next-door neighbors know
- ☐ Start the room-by-room sweep

One week out

- ☐ Check the weather forecast
- ☐ Post the sale online using the Ad Notes sheet
- ☐ Line up tables and a clothes rack
- ☐ Make the road signs
- ☐ Agree on prices and fill in the Our Prices sheet
- ☐ Test anything with a plug and find its cords and manuals

Two or three days out

- ☐ Every seller prices and labels their own items
- ☐ Get small bills and coins for change
- ☐ Sort everything by type
- ☐ Collect bags and boxes for buyers
- ☐ Print the tally sheets and the signs

The night before

- ☐ Set up tables somewhere they can stay overnight
- ☐ Cover or move anything that is not for sale
- ☐ Pack the cash table: box, pens, calculator, tally sheets
- ☐ Set an alarm

The morning of

- ☐ Count the starting change and write it on the tally sheet
- ☐ Put out the road signs
- ☐ Walk the tables and check every item has a sticker
- ☐ Tape up the signs from this pack

After you close

- ☐ Take down every road sign
- ☐ Take down the online posts
- ☐ Do the debrief while everyone is still there
- ☐ Return borrowed tables and racks



BEFORE

Room-by-Room Sweep

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Walk every spot once, before sale day, so nothing sellable gets left at home.

☐ Kitchen

Duplicates, small appliances, mugs, gadgets

☐ Closets

Clothes, shoes, bags, coats

☐ Bathroom cabinet

Unopened toiletries, fragrance, hair tools

☐ Living room

Decor, frames, books, games, movies

☐ Bedrooms

Bedding, lamps, jewelry, furniture

☐ Garage and shed

Tools, sports gear, garden things

☐ Storage spots

Holiday decor, boxes you never unpacked

☐ Kid and pet things

Toys, gear, outgrown clothes, crates

☐ Got it, never used it

Gifts, impulse buys, things still in the box



BEFORE

Supplies Checklist

Check it off when you have it. Write who's bringing it on the line.

Garage Sale Pack

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Tables and display

- ☐ Folding tables _____
- ☐ Clothes rack or clothesline _____
- ☐ Hangers _____
- ☐ Boxes for books and small things _____
- ☐ Tarps or sheets to cover what is not for sale _____

Pricing

- ☐ Price stickers from this pack _____
- ☐ Markers _____
- ☐ Masking tape _____
- ☐ Scissors _____
- ☐ Extra blank stickers _____

Cash table

- ☐ Cash box with a lid, or a fanny pack _____
- ☐ Small bills and coins _____
- ☐ Calculator _____
- ☐ Pens _____
- ☐ Tally sheets from this pack _____
- ☐ Chair _____

Signs

- ☐ Poster board _____
- ☐ Thick marker _____
- ☐ Tape or a stapler _____
- ☐ Signs from this pack _____

For buyers

- ☐ Bags _____
- ☐ Newspaper to wrap breakables _____
- ☐ Extension cord to test anything with a plug _____
- ☐ Mirror for trying things on _____

For the sellers

- ☐ Water and snacks _____
- ☐ Shade _____
- ☐ Folding chairs _____
- ☐ Trash bags _____
- ☐ Phone charger _____

Ours

- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____



Garage Sale Pack
Sheet 5 of 12

Flat prices by type

Prices stay firm until

At everything is off.

At everything is off.

Never for less, no matter what:



BEFORE

Ad and Listing Notes

Write it once and copy it everywhere, so every post says the same thing.

Garage Sale Pack
Sheet 6 of 12

The basics

Date _____ Hours _____

Address _____

Parking or directions _____

Rain plan _____

The words

One short description to paste into every post.

Big items worth naming

Where it's posted

PLACE	POSTED	DOWN
		☐
		☐
		☐
		☐
		☐
		☐

Road signs

CORNER OR SPOT	DOWN
	☐
	☐
	☐
	☐
	☐
	☐



Price Stickers

Write your letter in the circle and the price on the line. Print as many sheets as you need.

PRINT ON PLAIN PAPER AND TAPE THEM ON, OR PRINT ON FULL-SHEET STICKER PAPER. CUT ON THE DASHED LINES.

○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____
○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____
○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____
○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____
○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____
○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____
○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____
○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____
○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____
○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____	○ \$ _____



CASH ONLY

ALL SALES FINAL



HALF OFF
everything

PRICES
FIRM
until _____



DURING

Sales Tally

One line per buyer. Write each price under the letter on its sticker.

A

B

C

D

E

F

Cash box start count Starting change \$ Fronted by Tally sheet of

#	A	B	C	D	E	F	PAID
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
TOTAL							



AFTER

Payout and Leftovers

Settle the money the same day, while everyone is still there.

Garage Sale Pack
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Does the cash match?

Cash counted at close \$ _____ minus starting change \$ _____

Sale total \$ _____

All tally sheets added up \$ _____ **These two totals should match.**

Shared costs to split _____ \$ _____ paid by _____

Payout per seller

LETTER	NAME	TALLY TOTAL	SHARE OF COSTS	PAID OUT	DONE
A					☐
B					☐
C					☐
D					☐
E					☐
F					☐

List it online

Who's hauling it _____

Donate it

Who's hauling it _____

Keep it

Who's hauling it _____

Toss it

Who's hauling it _____



AFTER

Notes for Next Time

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Write it down today. By next year you will not remember any of it.

What sold fast

Bring more of this next time.

What didn't move

Skip it or price it lower.

What people asked for

Things buyers wanted that you didn't have out.

What we'd change

Setup, timing, prices, who did what.

People to call back

For the buyer who says they would take more of something if you ever have it.

NAME	PHONE	WHAT THEY WANT