

# How to run a Smooth & Efficient Sale



## 1 PLAN YOUR SALE

Run your Pay-It-Forward sale for 5 consecutive school days (you may extend the sale to 10 days). Use a cart to conduct a safe, mobile sale and easily store your yo-yos each day. Choose a time that is appropriate to go classroom-to-classroom — beginning/end of day or during student's free time usually works well.

**NED TIP:**

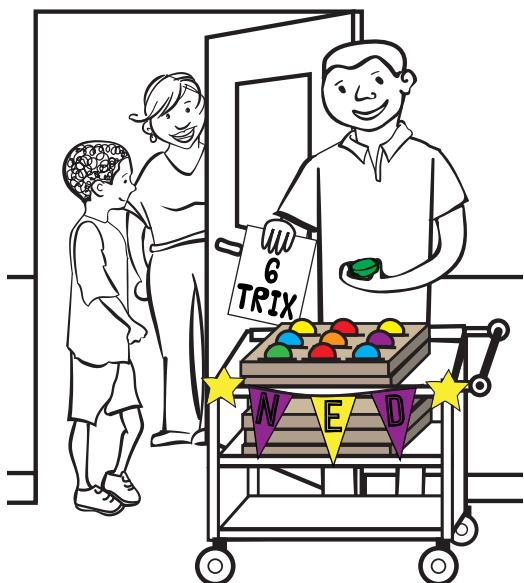
Decorate your cart with the provided NED print-outs for a little extra fun!



## 2 COPY & DISTRIBUTE

- Add your sale dates and details to the **Send Home Letter**.
- Copy for students to take home 1 to 2 days prior to the show.

## 3 SET UP YOUR CART



### Sale Cart

Make it a fun experience for everyone, just like the show!

- Print out provided decorations and *Yo-yo Info Sheets* for easy reference.
- Make copies of *NED's Six Trix* available for kids.
- Display product boxes on cart shelves.

### Classroom

- Pull the yo-yo cart up to each classroom's doorway.
- Work with class teachers to call up one student at a time to purchase.
- Choose a time of day that works best for your teachers.

**NED TIP:**

Print out the *Yo-yo Info Sheets* and display on your cart.



## 4 CREATE A NED ZONE

Choose an area at your school for safe yo-yo play during the sale week. Your NED Zone is a place for children to use their yos and apply what they have learned from NED. The yos are both a learning tool and a tangible reminder of NED's message. While learning to yo, children will make mistakes, try again and improve. At the end of the assembly, our performer reviews safety rules and lets your students know where to find your NED Zone.

