

Monsoon Madness Pricing Chair Responsibilities

The pricing chair is responsible for:

1. Determining the pricing strategy (what will the prices be for different sizes & types of plants, guidelines for pricing yard items).
2. Getting the supplies needed for pricing - colored dots, tags, marking pens, string, lunch bags, ziplock bags, etc. The Pricing storage container needs to be checked to see what supplies exist and what needs to be added. As quantities of colored dots have not been available in Prescott these will need to be ordered online so allow enough time to do so. The past dots were purchased from Tigerseal Products (tigersealproducts.com) as they had the best prices and availability.
3. The following documents and signs are needed. Samples are in the Pricing Chair Storage container. These need to be updated as required and additional copies may need to be produced if some have been damaged.
 - Sample letter to pricing volunteers. This letter is sent out to the volunteers to confirm they will be there and to give them information that may be useful to them.
 - Sample Thank You letter to the volunteers.
 - Pricing strategy document
4. Prior to “pricing days” the chair of Merchandising will send a list of items that have been promised for the sale. This gives the Pricing Committee the chance to do research on any items where help is needed for accurate pricing. This is usually only needed on yard items but sometimes an unusual plant may need research as well.
5. On pricing days manage the volunteers. In past years the focus has been to price all plants on Thursday afternoon and price the yard items on Friday morning. This seems to work well. It is important to have volunteers check to see that all items have been priced (and correctly priced) after pricing has been done. Remember that all items must be priced - if it is free a tag must be on the item as “free”.
5. We have always worked with the “plant” committee as far as doing any trimming to make plants look better. Any plants that are not rooted or are in poor condition should not be put out for sale.

6. Someone from the pricing committee needs to be available on sale day to handle items that have not been priced or to handle items that may have been mis-priced. This has traditionally been the pricing chair or co-chair.
7. Send thank you notes to all the pricing volunteers.
8. Document any suggestions for changes to the pricing or Monsoon Madness.

2014 Monsoon Madness Pricing Strategy

**ALL ITEMS WILL HAVE PRICE MARKINGS (either by color dot, stick on tag, or string tag)
– no item will be unmarked no matter how small.**

Plants

Anything that looks “IFFY” should be moved to a separate area. These plants/items will either be discarded or offered “free” outside the sale area.

Price as follows:

- 3 and 4 “ pots \$1
- ½ Gallon \$2
- 1 Gallon \$3
- 5 gallon - \$10
- Larger – anything large needs to be individually priced.

Trees (if any) will be priced at flat rate of \$20 unless we determine that it is extraordinary enough to warrant a higher price.

Houseplants

Use pot sizes as guideline. Sometimes houseplants include a nice pot or the plant is an exceptionally nice plant. In these cases price separately - no more than 1/2 retail is a good guide.

When pricing all plants, please do the following.

- **Make sure the plant has an ID stick**
- **Place the dot and the plant id stick in line with each other**
- **Have all plant dots & sticks facing to the isle - this makes checking much easier.**
- **Take off or mark out any labels on the pots.**

Seeds

Commercial Seed Packs – 50 cents EXCEPT if the package is really large.

Packages of tubers/roots/bulbs

- 1 per package – \$1
- 2 – 4 per package - \$2
- >4 per package - \$3

All other categories

Look at condition of item – if excellent, a guideline is ½ retail price. If less than excellent, use discretion and scale down from ½ retail. Clay pots start at ¼ of retail. We want to price to sell.