

# Tagging Gun Best Practices

## Step 1: Remove Needle Cover

Easy enough, right? Simply pull off the protective needle cover.



## Step 2: Loading Barbs

Push a row of tagging barbs gently into the slot on top of the Tagging gun. Push the "T" end of the barb strip into the "T" slot on top of the gun until it clicks into place.



Please note: This is not my hand. I have a french manicure. It looks great!

## Step 3: Tag your items ON A HIDDEN SEAM or label

Place your printed JBF price label over the needle and carefully push the needle through the care label on the garment until it is touching the front of the gun. If no label is available on the garment, use an inconspicuous part of the fabric such as the stitching of a hem. \*\*\*\*DO NOT\*\*\* tag through the middle of your items and make a hole in the fabric!

**The MOST IMPORTANT thing to remember with a tagging gun:**  
**Please don't tag through the middle of your clothing! It makes a HOLE in the cloth... and then JBF can't accept it!**

DO NOT tag in the middle of the fabric! You'll ruin your clothes!  
Tag the label or a hidden seam!



## Step 4: Attach your JBF tag

Squeeze the trigger of the tagging gun fully and then release it. Pull the needle out of the fabric. TADAA!

Photo from this awesome blog:  
[justasiam.typepad.com](http://justasiam.typepad.com)



## How to replace the needle:

Each tagging gun has a tiny little plastic lever. When the lever is pointing backwards, towards the gun handle, it's in a locked position. To remove and replace the needle, turn the release lever forward so that it's pointing away from the handle, and then pull the needle straight out. Insert the new needle with its "notch" facing up. Push the needle straight into the gun, until the end of the notch barrel is flush against the plastic. Next lock the needle into place by turning the needle release lever back to its locked position.