

# Drop Off Contract

## 60 DAY CONSIGNMENT

- **RESALE VALUE OF \$20 PER ITEM, \$100 MINIMUM CONSIGNMENT**
- **60% TO CONSIGNOR AND 40% TO RESALE SHOP**
- **CONSIGNOR RESPONSIBLE FOR TRANSPORTING ITEMS TO RESALE SHOP**
- **For information call: 713-868-6970**

### TERMS OF CONSIGNMENT:

1. Consignments are only accepted Tuesday, Wednesday and Thursday, between 10:00 am and 2:00 pm. Consignments may be accepted on Saturdays by appointment only at the discretion of the Resale Shop.
2. **Consignors must provide an itemized list of consigned items. All items accepted for consignment must be in good condition, clean and acceptable to the Shop. If not, items will not be accepted.**
3. Consignments are **priced at the discretion of the Resale Shop staff**. Items that are not able to sell at \$20 or above will be considered donations to the Resale Shop. A donation receipt will be provided **AT THE REQUEST OF THE CONSIGNOR**.
4. The timing of placing consignments on the sales floor is at the **discretion of the Resale Shop**. The 60-day consignment period starts **ONCE** the item is placed on the sales floor. The mark down schedule for consigned items is 10% after 20 days and 20% after 40 days; after 60 days, it is considered a donation if not reclaimed.. Note: The Resale Shop offers additional periodic discounts to customers.
5. **RECLAIMING ITEMS:** Any items originally priced **under \$100 may not be reclaimed and are considered a donation** if they do not sell. Any items originally priced \$100 or more, which do not sell within the 60-day consignment period, may be reclaimed by the Consignor with one (1) day notice prior to expiration and by **paying a fee equal to 10% of the original price**. All items not reclaimed are considered donations. A donation receipt will be provided **AT THE REQUEST OF THE CONSIGNOR**.
6. Consignment checks will only be issued in the amount of \$15.00 or more monthly. If combined monthly consignment fees total less than \$15.00, payout can be made at the Resale Shop at the request of the Consignor. Alternatively, consignment fees will be accumulated until the minimum reaches \$15.00 and paid in that month.
7. All items are consigned at the **Consignor's risk of loss. The HJF Resale Shop assumes no responsibility whatsoever for the loss, theft, damage or destruction of an item.**
8. **We do NOT accept the following items for consignment or donation:** Bed pillows, mattresses; damaged, torn or dirty furniture (no pet hair); exercise or sport equipment; entertainment centers; office furniture; medical equipment; baby furniture; cameras or large appliances. Electronics may be accepted at the discretion of the shop staff.

I READ/AGREE TO THE TERMS ABOVE: \_\_\_\_\_  
CONSIGNOR

DATE RECEIVED:	_____
RECEIVED BY:	_____

CONSIGNOR INFORMATION	
NAME:	_____ ACCOUNT #: _____
ADDRESS:	_____
CITY/STATE:	_____ ZIP CODE: _____
PHONE:	_____
EMAIL:	_____

**CONSIGNOR NAME:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

<b>ITEM(S) CONSIGNED</b>	<b>DESCRIPTION</b>	<b>Purchase Price</b>
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		

**Thank you for consigning with the Houston Junior Forum Resale Shop!**