



Drop Off Contract

60 DAY CONSIGNMENT CONTRACT

- **FIRST CALL RESALE SHOP 713-868-6970** AND ASK FOR KAREN, VICKY OR EVA
- **PHOTOGRAPHS OF FURNITURE ARE REQUIRED AND MUST BE APPROVED BEFORE DELIVERY**
- **THE CONSIGNOR IS RESPONSIBLE FOR DELIVERY OF ITEMS TO THE RESALE SHOP**
- **SALE SPLIT: 60% TO CONSIGNOR & 40% TO THE RESALE SHOP**
- **CONSIGNMENTS ACCEPTED ONLY ON TUESDAY, WEDNESDAY & THURSDAY FROM 9:30 TO 1:30**

Terms of Consignment

1. Each consignment visit must have a **TOTAL MINIMUM VALUE OF \$100.00**.
2. Each consigned item must have a **MINIMUM VALUE OF \$20.00**.
3. Consignors must provide an **ITEMIZED LIST** of all items when merchandise is delivered.
4. All consigned items must be in **GOOD CONDITION, CLEAN AND ACCEPTABLE** to the Resale Shop. If not, the items **WILL NOT BE ACCEPTED**.
5. Consignments are priced at the **DISCRETION OF THE SHOP STAFF**.
6. Items that are not able to sell at \$20.00 or above will be considered a **DONATION** to the Resale Shop.
7. **TIMING OF PLACING CONSIGNMENTS ON THE SALES FLOOR** will be at the **DISCRETION OF THE RESALE SHOP STAFF**.
8. The 60-day consignment period **starts once the item is placed on the sales floor**.
9. All items are consigned at the **CONSIGNOR'S RISK OF LOSS**.
10. The HJF Resale Shop **ASSUMES NO RESPONSIBILITY** whatsoever for the **LOSS, THEFT, DAMAGE or DESTRUCTION** of an item.
11. We do **NOT ACCEPT** the following items for consignment: Beds (any components); bed pillows; mattresses; damaged, torn or dirty furniture (no pet hair); exercise or sport equipment; entertainment centers; office furniture; medical equipment; clothes; baby furniture or large appliances. Electronics may be accepted at the discretion of the staff.
12. **Mark down schedule** for consigned items: a) Discounted 10% after 20 days b) Discounted 20% after 40 days and c) Periodic discounts are offered to our customers.
13. The **CONSIGNOR** is responsible for staying in touch with The Resale Shop to determine **EXPIRATION DATE**.
14. The **DAY AFTER THE LAST EXPIRATION DATE**, the consigned item becomes a **DONATION** to the Houston Junior Forum Resale Shop.
15. Donation receipts will be provided **AT THE REQUEST OF THE CONSIGNOR**.
16. **RECLAIMING ITEMS:** a) Any items originally priced under \$100.00 **MAY NOT BE RECLAIMED** and will be considered a **DONATION** if they do not sell within the 60-day consignment period. b) Items originally priced above \$100.00 or more, which do not sell within the 60-day consignment period, **MAY BE RECLAIMED** by the consignor with at least 1-day notice **PRIOR**

to the expiration date and by **PAYING A FEE EQUAL TO 10% OF THE ORIGINAL PRICE** and
c) All items not reclaimed are considered **DONATIONS**.

17. Consignment checks will only be issued in the amount of \$15.00 or more monthly. Consignment fees will be accumulated until the minimum reaches \$15.00 and paid in that month. Consignment checks will be mailed by the 5th of each month.

I Read and agree to the terms listed above:

CONSIGNOR

CONSIGNOR NAME: _____

ADDITIONAL INFORMATION

Date Received: _____

Staff Signature: _____

CONSIGNOR INFORMATION

Name: _____

Account Number: _____

Address: _____

City: _____ **State:** _____

ZIP: _____

Phone Number: _____

Email Address: _____

Consignor's Name: _____

Date: _____

	Item(s) Consigned	Description	Purchased Price
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2			
3			
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