



Consignment Agreement

Date: _____ First & last name (please print): _____

Address: _____ City: _____

Zip: _____ Email: _____

Best phone number to reach you: _____

Welcome! We are pleased that you want to become part of Art.i.fact. Here's how it works:

1. Bring your items neatly folded; hangars are not necessary. We will select what we believe our customers will buy. We consider style, brand, condition, and demand. We accept or deny items based on our best judgement of the market.
2. We look for items that reflect the current season. In addition, items must be:
 - clean, pressed, and in ready-to-wear condition
 - free of stains
 - have working zippers and all buttons in place
 - free of holes or ripped seams
 - free of odors, including cigarettes, pet odor, and moth balls
3. Our consignment period is for 60 days. Prices will be reduced during the 60 days to promote their sale. If you choose to receive a check, you will receive 40% of the price for which the item is sold. If you choose to use store credit, you will receive 50%. You also may set up your account to benefit a local nonprofit organization. If you select this option, we will donate 50% of your proceeds to the organization and coordinate with them to send you an acknowledgement for your tax records.
4. If you change your mind and wish to pick up an item within the first 30 days of consignment, you will be charged a \$2.50 handling fee.
5. Once your items are entered into our system, you will receive an email inventory list. When something sells, you will be notified via email. You also will be notified via email when it's time to retrieve your items. **Items must be picked up within 7 days of notification;** if they are left longer they become the property of Art.i.fact and will be donated or sold in the Treasure Chest.

6. To receive a check for your sold items, call or email us by the close of business on Wednesday. We will have your check available for pick up on Friday. For check requests made after Wednesday, checks will be available the following Friday. If you wish to have your check mailed to you, please supply a self-addressed, stamped envelope. Otherwise, we charge \$1.50 for postage and handling.

7. For accounting purposes, we ask that you pick up payments within one year. Payments that have not been picked up within one year of the completed sale will become the property of Art.i.fact. If you lose your check, we charge a \$40 fee to issue a stop payment and replace the check.

8. While we do our best to safeguard your items, we are not responsible for items that are stolen, lost, destroyed by a natural catastrophe or facility defect, or mishandled by careless shoppers.

We look forward to a long and mutually profitable association with you. After all, we couldn't do this without you, our partner in consigning!

I authorize Art.i.fact to donate any unsold items at the end of my 60-day consignment period.

I have read the above agreement and agree to the terms.

Signature: _____ Date: _____