

## 2016 Consignment Agreement & Intake Form



**Condition of Acceptance:** All items you wish to consign must be clean, no stains, fabric pulls, missing buttons/closures, be smoke-free and free of pet hair. We may decline to accept items after a second closer inspection, during the pricing period, for the above reasons or:

- Brands are not ones we sell or style is dated - Greater signs of wear - Imperfections/Garment had alterations

**Contract Period:** 90 days, but if we accepted your seasonal items near end of a season, we may pull after 60 days.

**Commission Payment:** 50% commission on the sale price of your items, except bags by Chanel, Hermes, Louis Vuitton are paid a 60% commission. Commission checks (\$25 and higher) are distributed on the 10<sup>th</sup> of the new month for the previous month's sales. Commissions less than \$25 will roll over into an upcoming month when additional commission is accumulated.

### **Options for Your Unsold Inventory After 90 Days – MUST SELECT ONE:**

     I want my unsold items back. **REQUIRED:** a deposit of \$10 into your consignor account to reserve for return shipping expenses incurred by the store.

     Clearance, then have back. Move my unsold items to Clearance Sale (30% price reduction) for approximately 30 days, you will receive an increase to 60% commission for items sold on Clearance. After clearance period I want unsold items back. **REQUIRED:** a deposit of \$10 into your consignor account to reserve for return shipping expenses incurred by the store.

     Clearance, then donate. Move my unsold items to Clearance Sale (30% price reduction) for approximately 30 days, then donate to charity in my name for tax donation letter purposes. **NO deposit required.** You will receive an increase to 60% commission for items sold on Clearance.

**Notification of Unsold Items:** You will be contacted once, via email, that your items have been pulled from sales floor and ready for pick up. Your items will be removed from hangers, folded and bagged. If you do not collect your items within 2 weeks of the email contact, they will be shipped back to you at your expense. If you picked up your unsold items, have no further items on consignment, and wish to close out your consignor account, your \$10 deposit will be refunded to you upon your request.

**Listing Price:** Byrd sets the resale price based on a percentage off the retail price, desirability of designer label, style/trend, and condition. Byrd will email you an itemization of each piece priced for your review and approval. You must respond within 48 hours of the pricing email being sent with your approval or decline. If decline, your items must be picked up in 48 hours or we will mail them back to you using your account deposit.

**\*\*\*Byrd reserves the right to discount any item by 10% to complete a sale.**

**Authenticity:** You attest to the item's authenticity (not replica or counterfeit). Authentication documentation is requested for luxury designer bags. If you do not have it, Byrd may have the item authenticated by a 3rd party, a fee of \$15 will be deducted from your account. Items found not authentic may be returned to you for a \$50 fee and you will return any commission paid to you for item. You attest you are also the lawful owner; you're in legal possession of items.

**Number of items for consignment:** \_\_\_\_\_ **on date** \_\_\_\_\_.

**\$10 Deposit Paid: YES or NO\*\* (Cash or Credit Card) \*\*If NO: Waived (donating) or Previously Paid**

I have read and agree to the above terms. PRINT LEGIBLY

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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