

ACCOUNT #

**HURLBURT SPOUSES' CLUB THRIFT SHOP
CONSIGNMENT CONTRACT**
MON, TUE, WED 1ST & 3RD SATURDAY
SALES 9:30 AM – 1:00 PM CONSIGNMENTS: 9:30 AM – 12:30 PM
Phone: 850-884-3098 Email: hsc.tsmanager@gmail.com

_____ ID EXPIRES: _____
NAME (As it will appear on your check) A/D DEP RET CIV

_____ .
STREET ADDRESS CITY STATE ZIP

_____ _____ _____
HOME PHONE CELL PHONE DUTY/BUSINESS PHONE

_____ .
EMAIL ADDRESS

ADDITIONAL PERSONS ALLOWED TO CONSIGN, WITHDRAW, PICK UP PAYMENTS AND CLOSE ACCOUNTS

_____ _____
NAME NAME

TERMS AND CONDITIONS OF CONSIGNMENT CONTRACT

Only active/retired military personnel, civil service personnel and their adult dependent(s) are eligible to consign items to the Hurlburt Spouses' Club Consignment and Thrift Shop (hereafter referred to as the Thrift Shop). Only one account per family will be issued. The Thrift Shop is not responsible for items lost, stolen or damaged. The Hurlburt Spouses' Club distributes all profits of the Thrift Shop for charitable and scholarship projects in and around the Hurlburt Community. Thank you for your ongoing contribution to our efforts to improve the HSC Thrift Shop and the Hurlburt Community.

The HSC Consignment and Thrift Shop reserves the right to close the consignment section at any time due to the volume of business or number of volunteers present.

PLEASE READ AND INITIAL EACH STATEMENT. THIS WILL BE THE ONLY NOTICE GIVEN.

____ 1. The HSC Consignment and Thrift Shop charges a \$2.00 fee to open an account. Two (2) consignment sheets are included in the initial packet. Additional consignment sheets are \$0.25 per sheet.

____ 2. Dormant accounts will be closed after a 12 month period of inactivity.

- _____3. The consignor authorizes the HSC Consignment and Thrift Shop to take possession of consigned articles and offer them for sale in accordance with the policies of the Thrift Shop. Consigned items must be blind marked. Blind marks contain the Consignor's account number and the date the item is being Consigned. **Consignors may bring in 14 items a day. Only 4 items per category and a limit of 8 clothing items.**
- _____4. No property less than **\$2.00 selling price** will be consigned.
- _____5. The consignment period is six weeks. Thrift Shop closures are included in the consignment and should be taken into consideration prior to consigning items.
- _____6. The HSC Consignment and Thrift Shop does their very best to take care of and to prevent shoplifting of the items consigned by consignors. **However, the consignor agrees not to hold the Hurlburt Spouses Club, The HSC Consignment and Thrift Shop, their members, volunteers, independent contractors or agents, responsible for any of the consigned articles being lost, stolen or damaged by any case.**
- _____7. If the HSC Consignment and Thrift Shop sells any of the consigned items within the contract period of 6 weeks, the consignor will receive the consigned price listed (or the price lowered to) MINUS a 25% COMMISSION for selling the item(s). Articles sold within the calendar month shall be paid by check by the 15th of the following month (or the first business day thereafter that the HSC Consignment & Thrift Shop is closed).
- _____8. The consignor may lower the price **ONE TIME** on any item(s) within the contract period. **A REDUCTION DOES NOT EXTEND THE DONATION DATE.**
- _____9. **WITHDRAWAL FEE** – The consignor may withdraw any of the unsold items on or before the donation date written on their consignment sheet by paying a **WITHDRAWAL FEE OF 10%** of the original selling price. Withdrawn items may not be consigned again for 30 days. Exceptions may be made by the manager.
- _____10. All articles remaining unsold and unclaimed are considered donations to the HSC Consignment and Thrift Shop. **The consignor donates to the Thrift Shop all articles that are not sold or withdrawn by close of business on the donation date. The donation date is noted on the consignment sheet. No other notification will be provided.**
- _____11. No private sales are allowed of any item(s) by anyone in the Thrift Shop parking lot or areas adjacent to our building. If violation of this policy occurs, consignor will lose their Thrift Shop privileges.
- _____12. One check per month, issued by the 15th of the month for PRIOR months sales and only given to the person(s) named on the contract. Checks are provided for accounts with a balance of \$5.00 or more. Otherwise, checks will be written once the balance reaches \$5.00, or at the end of the quarter. Checks must be picked up within 90 days of the check issue date. Checks not cashed within 180 days after issue date are void, and will be considered donations.

- _____13. Consignors are responsible for keeping their monthly invoices to check against their consignment sheets. Checks can be mailed if the consignor provides a stamped, self-addressed envelope.
- _____14. All items must be in **CLEAN and WORKING CONDITION**. The Thrift Shop has the right to refuse and /or remove from sale any item considered unsuitable for sale or found to be unclean, unsafe, illegal, or not in working order. If the consignor is not sure the items work properly, they cannot be consigned.
- _____15. The HSC Consignment and Thrift Shop may allow electronic items which cannot be thoroughly tested on the premises to be returned if found in non-working order **within 3 days**. The consignor will be called to withdraw the item and will have to reimburse any payment of the item to the Thrift Shop. If the consignor fails to reimburse the Thrift Shop for a defective item, their consignment privileges will be revoked.
- _____16. No items on the “Permanent No Take List” will be accepted. All electrical equipment must have all its parts.
- _____17. The HSC Consignment and Thrift Shop reserves the right to make changes to the policies and procedure and the “Permanent No Take List” as needed. Please be aware of notices posted throughout the Thrift Shop and also on our Facebook page.
- _____18. The consignor will be provided a copy of the “Permanent No Take List” and instructions for how to prepare items for consignment.
- _____19. The HSC Thrift Shop is not responsible for lost days of consignments due to emergency closures. Expiration dates will not be changed.

Violations of any of these terms will result in voiding of this contract and denial of future consignment privileges.

I have received, read, and understand the CONSIGNMENT CONTRACT TERMS AND CONDITIONS and know that no other notice will be given to me in reference to consignment rules and regulations.

Furthermore, I understand that systems may be revamped and notices will be posted throughout the HSC Consignment and Thrift Shop to inform me of any changes.

I agree to check all items carefully before consigning to insure proper working condition. I understand that ALL SALES ARE FINAL and NO REFUNDS OR EXCHANGES for buyers will be permitted unless my consignment article is not in working condition. To include but not limited to: electrical problems, missing components, punctures (example: a hole in an air mattress), damage to wiring, and inability to perform designed functions. I understand that violating his policy may result in the loss of my HSC Consignment and Thrift Shop privileges.

I AGREE NOT TO HOLD THE HURLBURT SPOUSES CLUB, THE HSC CONSIGNMENT & THRIFT SHOP, THEIR OFFICES, INDEPENDENT CONTRACTORS, OR AGENTS RESPONSIBLE FOR ANY OF MY ARTICLES LOST, STOLEN, OR DAMAGED BY ANY CAUSE.

ALL ITEMS CONSIGNED AT THE THRIFT SHOP ARE SUBJECT TO MANAGER'S DISCRETION AND SOME ITEMS NOT ON THIS LIST MAY BE REFUSED.

CONSIGNOR SIGNATURE

DATE

VOLUNTEER SIGNATURE

DATE