



The Annisquam Exchange

32 LEONARD STREET * GLOUCESTER, MA 01930 * 978.281.0358

2018 CONSIGNMENT CONTRACT CONSIGNOR

Name: _____

Address: _____ City/State: _____

Phone: _____ Email: _____

REQUIREMENTS FOR FIRST VISIT

- COMPLETED CONTRACT
- COMPLETED CONSIGNMENT RECORD
- CONSIGNMENT ITEMS PROPERLY TAGGED OR LABELED (SEE *INFO SHEET*)
- \$10.00 ADMINISTRATIVE FEE

SALES

- **CONSIGNOR RECEIVES 70% OF FINAL SALE PRICE**
- CHECKS ARE ISSUED MONTHLY FOR SALES OF \$25.00 OR MORE
- MONTHLY SALES UNDER \$25 WILL BE ADDED TO FOLLOWING MONTH'S CHECK.
- SEASONAL SALES UNDER \$25.00 WILL BE PAID IN OCTOBER
- CHECKS NOT CASHED BY END OF 2018 YEAR WILL BE VOIDED

THE EXCHANGE

- RESERVES THE RIGHT TO REFUSE CONSIGNMENTS
- MAY MARK DOWN ITEMS AFTER 30 DAYS.
- DOES NOT REIMBURSE FOR LOST/DAMAGED ITEMS UNDER \$25.00
- REIMBURSEMENT FOR LOST/DAMAGED ITEMS OVER \$25 MAY BE NEGOTIABLE

END OF SEASON PICKUP

- CONSIGNORS WILL BE NOTIFIED BY EMAIL OR PHONE OF DATES/TIMES.
- ITEMS NOT PICKED UP ON GIVEN DATES BECOME THE PROPERTY OF THE EXCHANGE

NOTE: MAKE A COPY OF THE CONSIGNMENT RECORD BEFORE COMPLETING IT, SO YOU WILL HAVE ONE ON HAND FOR YOUR NEXT VISIT.

ACCEPTED: _____ DATE: _____

Consignor Signature

PAID: _____

staff initials