



Drop Off Contract

60 DAY CONSIGNMENT CONTRACT

FIRST CALL RESALE SHOP 713-868-6970 and ask to speak to the Consignment Manager.

- All items must be approved **BEFORE** delivery to the Resale Shop
- **PHOTOGRAPHS** of furniture are **REQUIRED** and must be **APPROVED** Before delivery. Send photos to [hjfredsaleshop1815@gmail.com](mailto:hjfresaleshop1815@gmail.com).
- **CONSIGNMENTS** are accepted **TUESDAY, WEDNESDAY, AND THURSDAY** From **10:30 am – 2:00 pm**
- The consignor is responsible for delivery of items to the Resale Shop with a **COMPLETED CONTRACT**.
- Consignors are limited to **TEN (10) ITEMS** per drop off and **TWO (2)** drop offs per month.
- Sale split: **60% TO CONSIGNOR & 40% TO THE RESALE SHOP**.

TERMS OF CONSIGNMENT

1. Each consignment **DROP OFF** must have a **TOTAL MINIMUM VALUE OF \$100.00**
2. Each consigned **ITEM** must have a **MINIMUM VALUE OF \$20.00**.
3. All consigned items must be **CLEAN, NO PET HAIR, NO TEARS, NO FADING, AND ACCEPTABLE** to the Resale Shop.
4. Consignments are priced and placed on the floor at the **DISCRETION OF THE SHOP STAFF**.
5. Items that are not able to sell at \$20.00 or above will **AUTOMATICALLY** be considered a **DONATION** to the Resale Shop.
6. The 60-day consignment period **starts once the item is placed on the sales floor**.
7. All items are consigned at the **CONSIGNOR'S RISK OF LOSS**. The HJF Resale Shop **ASSUMES NO RESPONSIBILITY** whatsoever for the **LOSS, THEFT, DAMAGE, or DESTRUCTION** of an item.
8. We do **NOT ACCEPT** the following items for consignment:

a. Beds (any components)	h. Baby furniture
b. Bed pillows	i. Large appliances
c. Mattresses	j. Roll-top desks
d. Exercise or sport equipment	k. Clothes (only HJF members can consign clothing)
e. Entertainment centers	l. Large Electronics
f. Office furniture	
g. Medical equipment	
9. **Mark down schedule** for consigned items:
 - a. Discounted 10% after 20 days
 - b. Discounted 20% after 40 days
 - c. Periodic discounts are offered to our customers.

Initials

Initials

10. EXPIRATION DATE

- a. The consigned item becomes a **DONATION** to the HJF Resale Shop on the **LAST EXPIRATION DATE** posted on the ticket.
- b. The consignor is responsible for knowing when their merchandise expires.
- c. We **DO NOT CONTACT** consignors about the expiration date.

Initials

11. RECLAIMING ITEMS

- a. Consignors must call **TWO (2)** days before the expiration date to reclaim items.
- b. When the consignor picks up the reclaimed items, then must pay 10% of the original price in **CASH**.
- c. Any consigned item under \$100.00 becomes the property of the HJF Resale Shop.

12. Donation Receipts will be provided at the **REQUEST** of the **CONSIGNOR**.

13. Consignment checks will be issued monthly.

CONSIGNOR SIGNATURE

By my signature, I have read, and I agree to the terms listed above:

Consignor Signature

Date Received: _____

Staff Signature: _____

CONSIGNOR INFORMATION (please print)

Name: _____

Account Number: _____

Address: _____

City: _____ State: _____

ZIP: _____

Phone Number: _____

Email Address: _____

Consignor's Name: _____

Date: _____ **Reminder: Consignors are limited to 10 items dropped off 2 times per month.**

	Description	Purchased Price
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Thank you for consigning with the Houston Junior Forum Resale Shop ☐