



## *Before Arriving at the store:*

- Clean and assess your item(s) for wear, defects, and missing parts. Items must be “gently used” and not at the end of their lifetime in order to be considered for consignment. Any missing parts, heavy wear, or dirt will disqualify an item from being consigned.
- Use the Calendly link on our website to schedule your item intake appointment. Please **DO NOT** show up without an appointment! It is important that we have an intake specialist scheduled to be available.
- You will be limited to 15 items per intake appointment. If you have more than 15, please book 2 appointments.
- Download and fill in the Item Intake form. In addition to some basic details about your items you will be asked for what you would consider an ideal selling price.
- It is useful to provide documentation to help ascertain the initial selling price, such as original receipt or like item pricing.
- The assigned selling price will not exceed 50% of the current retail price with rare exception.
- Please consider seasonality. In general, Fall/Winter items will be taken from August through January and Spring/Summer items from February through July. We close consignment appointments from Thanksgiving to New Year's Day.
- We are not taking lower end brands such as Old Navy, Gap, H&M, Forever 21 etc.
- Email [consignwithtco@gmail.com](mailto:consignwithtco@gmail.com) with any questions you may have.

## *Consignment Intake Day:*

- We will create a vendor account for you and link it with your Trail Creek Outfitters customer account.
- You and our helpful staff will have a dialogue to establish the selling price for your item. In general, a good rule of thumb is to set the price at 40-50% of the item's current retail price, for items in excellent condition, plus or minus some value dependent on wear and tear.
- Brand new items with tags must be discounted a minimum of 30% off their current retail price.
- The assigned selling price will not exceed 50% of the current retail price with rare exception.
- Note: If you are consigning something like a tent, it will need to be set up in order to fully assess its condition.
- You will decide at this time if you wish to receive store credit (75% of the sale price) or a check (60% of the sale price).
- You will sign a contract agreeing to our consignment policies.
- Articles will be put on our consignment floor for sale on the 1<sup>st</sup> and 15<sup>th</sup> of the month.

## *After Consignment:*

- Your items will be tagged and merchandised on the consignment floor.
- After 120 days you will be notified of all unsold items.
- You need to collect the items, or they will be donated to a local charity.
- Your store credit can be used at both Trail Creek Outfitters' store locations (Glen Mills and Kennett) and will never expire.



# CONSIGNMENT AGREEMENT

## ***Consignor Information***

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

Phone \_\_\_\_\_ Email \_\_\_\_\_

Mailing Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

### ***Terms***

All merchandise accepted by TCO is subject to the terms of this agreement. The Consignor agrees that TCO may not accept all items and this decision is at the sole discretion of TCO. The Consignor agrees to following TCO acceptance procedures, policies, and instruction for preparing merchandise for consignment. Merchandise should be gently used, clean, and free of rips, tears, and other defects.

### ***Payment Policy***

TCO will send the Consignor a check bi-weekly OR will add store credit to the Consignor's personal TCO account. You may use your store credit at either TCO location and it will never expire.

I elect to receive 60% of the sales price, paid via check

I elect to receive 75% of the sales price in the form of store credit

### ***Price reduction***

If your item has not sold after 120 days, you will be given a week to collect the items or they will be donated to charity.

### ***Time Limit***

Items will be uploaded and marked for sale on the 1<sup>st</sup> and 15<sup>th</sup> day of the month. All items have up to 120 days to sell once consigned. You, as the Consignor, are solely responsible for retrieving any unsold items before the 120-day expiration date or within seven days following your email notification to collect your items. Any item that is not retrieved after 127 days becomes the sole property of TCO and will be donated.

### ***Waiver of Liability***

All items remain the property of the Consignor until they are sold. TCO has no liability in the cases of loss, theft, damage, or destruction of consigned items.

### ***Indemnification***

Consignor agrees to indemnify and hold harmless Trail Creek Outfitters, Breet Inc., its owners, agents and employees from any and all liability, claims, and lawsuits, including attorney's fees and costs arising out of the storage handling or sales of consignment items.

***By signing here, I agree to the terms within this agreement.***

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

TCO Intake Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Vendor Code	Credit/Check
Start Date	End Date



## INTAKE FORM

Name: \_\_\_\_\_ Date: \_\_\_\_\_ [ ] New Submission [ ] Addition

#	Gender M/W/K	Brand	Item Description	Color	Size	Ideal Price	Agreed ----store use----	Sold
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								

*I attest that I am the sole and rightful owner of all goods provided, and the goods are free from all liens and encumbrances.*

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