

CONSIGNOR ACCOUNT # \_\_\_\_\_

**HUMANE INDIANA CONSIGNMENT AGREEMENT**

**8149 Kennedy Ave., Highland, IN  
219-838-7297**

lcarrigan@humaneindiana.org

NAME \_\_\_\_\_ DATE \_\_\_ / \_\_\_ / \_\_\_

ADDRESS \_\_\_\_\_ PHONE (\_\_\_) - \_\_\_ - \_\_\_

CITY/STATE/ZIP \_\_\_\_\_ PHONE (\_\_\_) - \_\_\_ - \_\_\_

EMAIL \_\_\_\_\_

- I wish to consign with Humane Indiana PAWS Resale Shop. I understand that I will provide goods to be displayed that are clean, safe, and in working condition, ready to sell.
- Prior to stocking, appointments must be arranged with PAWS management for review of all items to ensure quality, appropriate price points are achieved, price tags requirements are understood, and there is a minimal duplication of items already in the resale side of the store.
- Price points should be no less than \$5, however, that can be discussed at the time of engagement with the PAWS manager if an exception needs to be made.
- Accepted items will be displayed for 45 days. After 45 days, the items can be removed by the consignor or donated to PAWs.
- Items may be requested to be reclaimed or can be marked down prior to the end of the consignment period, but not before notifying the Humane Indiana Resale Shop manager.
- All items consigned with Humane Indiana remain the property of the consignor. While all reasonable efforts will be made to keep consigned items clean and safe from damage, Humane Indiana is not responsible for loss or damage to consigned items from fire, water, theft, or any other casualty. Consignor items should be maintained under their home-owners policy as the consignor deems appropriate.

- PAWS Resale Shop reserves the right to move items around in the consignment area during the 45 day agreement to try and ensure sell through.
- PAWS management reserves the right to include consignment items up to 6 times annually (6, week-long sales events) at 25% off final retails when the resale side of the store is engaging in the same sale. Consignors will be notified 2 weeks in advance to allow price adjustments needing to made or removal of items from sale.

**COMMISSION**

\_\_\_\_\_ (initial) I understand as consignor my share is 50% of the final selling price for items sold within the 45 day consignment period. Payments will be mailed monthly on or about the 15<sup>th</sup> day of the month. All commission checks must meet a minimal threshold of \$25 to trigger payment.

\_\_\_\_\_ (initial) I understand I have up to 5 business days if I wish to retrieve unsold items after the consignment period expires. Any material left after 5 days of the consignment period ends becomes the property of PAWS.

\_\_\_\_\_ (initial) I certify that I am the rightful owner of these items or have the authority to sell them on consignment. Humane Indiana PAWS Resale Shop will be held harmless from any disputes if this is violated.

\_\_\_\_\_ (initial) I HAVE READ THIS DOCUMENT AND AGREE TO ITS TERMS.

\_\_\_\_\_ DATE \_\_\_ / \_\_\_ / \_\_\_  
 CONSIGNOR (PLEASE PRINT)

\_\_\_\_\_  
 CONSIGNOR SIGNATURE

\_\_\_\_\_ DATE \_\_\_ / \_\_\_ / \_\_\_  
 PAWS MANAGMENT (PLEASE PRINT)

\_\_\_\_\_  
 PAWS MANAGMENT SIGNATURE