

THRIFT SHOP CONSIGNMENT AGREEMENT
Effective June 2019

The Thrift Shop's primary mission is to generate donation sales in order to make financial contributions to community organizations and give scholarships to individuals. Our secondary mission is consignments – a means for military families to generate nominal compensation for recycling of their unneeded goods.

The Thrift Shop is not intended as a clearinghouse site for collections, inheritances or lifelong accumulation of family belongings. When reviewing accounts for non-compliance with the stated purpose of consignments, we use the "reasonable" household standard. For example, in a reasonable household, one would expect to find one or two coffee makers, and a dozen or more coffee mugs. Therefore, one would not expect a household to consign numerous coffee makers, but could expect several coffee mugs.

1. Consignors must be a valid ID cardholder to be eligible for general membership (active duty and reserve service members, retired from active duty and reserve service members, DOD Civilians and dependents of active duty, reserve and retired service members, 18 years or older). ID card must be shown when making consignments or when picking up consignment checks. One account per household will be assigned, with only two people per account, one of which must be the sponsor unless deceased.

2. The Thrift Shop reserves the right to refuse any item that does not meet the established standards for consignment. **Consignment and Donation standards differ.**

3. There will be no instances of a consignor establishing a personal resale business or the appearance of a resale business. Such activity might be, withdrawing all unsold items, violating the "reasonable" household standard or consigning items that aren't from the consignor's own household. Items purchased at the Thrift Shop from Dollar Bags or the 8 for \$1 Sale cannot be consigned. Such activity will revoke consignment privileges permanently.

4. Total **monthly** consignments may not exceed 100 items for one customer. Total **daily** consignments may not exceed **14** items. We may also have restrictions on certain items in order to prevent overstocking of the store. Restricted items are posted on a board in the consignment area, available at www.flwthrifthshop.org, (click on the calendar tab), and on recorded message at phone number 573-329-2141. **These restrictions are reviewed and changed weekly.**

The 14 items per day may include any combination of the following

- a) **Up to 6 total items of clothing. You may only have 3 of each type, (i.e. 3 men's pants, 3 women's tops, 3 girl's pants, 3 women's skirts)**
- b) **No more than 3 miscellaneous items, (i.e. TOYS, FIGURINES, BOOKS, etc.)**

PCS/ETS: Consignments may be doubled **60 days prior to PCS**, and 90 days prior to **ETS** or Retirement with orders and will be **exempt from the 100 items per month limit**. You will be permitted to consign items on our restriction list, but will be limited to 3 of any like item on that list.

5. Only one article of clothing per hanger is allowed unless it is a matching outfit or suit. Clothing must be clean and spot free. Items which are pilled, torn, wrinkled, dirty, have missing buttons, torn seams, broken zippers, or smell badly will not be accepted. Toys must meet the following qualification: no dirt, missing pieces or broken items. Small parts must be bagged and clearly marked. Remember, **Consignment and Donation standards differ.**

6. Summer clothing is accepted 1 March through 31 August. Winter clothing is accepted 1 September through the end of February.

7. Consignors are limited to 3 unsold pieces of furniture and glass case items (jewelry, dvd's, cd's, video games, etc...) at any time unless management determines there is sufficient room for more. You may also consign furniture and large items from home using our bulletin board. Please ask Consignment staff for details. **Large items require same day approval from management to ensure we have adequate space available.**

8. Hard cover books may be consigned individually or in bundles of no more than 4 books. We accept current magazines of 1 yr. old or less. They may be bundled, with no more than 5 magazines per bundle.

9. Battery operated & electronic items must be tagged with a "working order" verification label. This includes computer programs, CDs, cassette tapes, DVDs, video games and electrical appliances. All must be in working order and have appropriate power cords and accessories, and will be removed from the Thrift Shop showroom if they fail to meet the standards for consignment. Items that do not work can be returned by the customer within two working days. The

consignor will be required to pay a 10 percent withdrawal fee for defective items after the second instance. Three instances of item removal may result in temporary loss of Thrift Shop consignment privileges.

10. Consignor must set the price of items. The minimum price for any item is \$2.50. The Thrift Shop receives 30% of total price as commission. Information will not be given over phone concerning consignment status, checks or merchandise. Prices may not be reduced during consignment period.

11. All consignment items **expire 60 days from the date of consignment**. Consignors may withdraw unsold items at least **one day before expiration date**. There will be a 10% withdrawal fee charge, not to exceed \$10.00 per item. Withdrawn items may be re-consigned in 14 days.

12. Unclaimed items (on consignment day 60) become Thrift Shop Merchandise (TSM) and cannot be withdrawn. We recommend withdrawing items a few days before expiration to avoid losing your items. Consignors are responsible for keeping track of their items and may receive two complete printouts per month to assist them.

13. Sales in the parking lot or consignment room are prohibited.

14. Consignment checks will be available no later than the 10th of each month, and can be picked up at the Consignment desk or in the Office. Checks must be cashed within 90 days of the issue date or the funds will revert back to Thrift Shop. **Expired checks will not be reissued, for any reason.** A 10% fee will be charged to re-issue a lost check. If you are moving out of the area or live more than a 50 mile radius from the store, you must leave 2 self-addressed stamped envelopes in order to have payments mailed to you.

15. Consignors who are discourteous or rude will be referred to Management. Such continued behavior will not be tolerated and may result in loss of shopping and/or consignment privileges.

16. Consignors, volunteers and staff may not withdraw or pull other consignor's items from the sales floor.

17. The Fort Leonard Wood Thrift Shop is not responsible for lost, stolen or damaged items. Unidentified items will be placed in lost and found for 60 days.

18. Items not accepted for Consignment:

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| <ul style="list-style-type: none">* Previously opened liquid items* Household cleaning products* Used or previously opened personal hygiene items, such as brushes, makeup, perfume, wigs, etc.)* Undergarments, Socks 18 mo.& up, Adult swimwear, children's swimwear size 8 & up* Used shower curtain liners* Sanitary type medical supplies* Un-sanitized toilet seats or potty chairs* Obscene items* Used straws, un-sanitized breast pumps, bottle nipples* Electric razors and electric hairbrushes* Badly worn shoes* Food items | <ul style="list-style-type: none">* Mattresses (crib mattresses may be brought in with crib and given to customer, but may not be sold)* Used foam pads, mattress covers and pillows (except decorative pillows)* Weapons & firearms* Gas cans, lighters, lawn mowers with fuel* Tires, car parts (except wheels)* Used or open cans of paint* Insulation, scrap lumber* Items missing pieces, broken or glued items, non-working items | <ul style="list-style-type: none">* Un-bagged plastic flowers* All live plants and cuttings* Natural items, i.e. Rocks* Stained, soiled, or un-fresh pet items* Personally recorded media* NO STUFFED ANIMALS* NO ELECTRONICS MORE THAN 5 YEARS OLD (INCLUDES TV'S, VCR'S, COMPUTERS AND MONITORS). NO LARGE-BACKED MONITORS. NO VHS TAPES, USED CAR SEATS. |
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19. Authenticity stickers need to be put on name brand items such as handbags, jewelry, etc.

20. We will not accept consigned items that are not completed and ready to be checked by closing of Consignment's business day. Items **cannot** be left in the consignment area until the next business day. You are responsible for changing the date on all items to reflect our processing.

I HAVE READ, UNDERSTOOD AND ACCEPT THE RULES AND REGULATIONS OF CONSIGNMENT AS LISTED IN THIS CONTRACT.

CUSTOMER SIGNATURE

ACCT NUMBER

DATE

CONSIGNMENT CLERK / MANAGER