Consignment Contract

**Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**City, State, Zip \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Acceptable consignment items are any NEW OR GENTLY USED weddings items including, but not limited to, linens, decorations, flowers, dresses, shoes, jewelry, and centerpieces.**

**CONSIGNMENT EARNINGS:** Receive 70% on Wedding dresses and 50% on any non-wedding dress items sold.

Consignment checks and inventory sheets will be mailed no later than 10 days after the event.

\* Please note that if YOU make a profit that exceeds $599, we are required to file a 1099 with the Department of Revenue. This means that you will need to complete a W9 and submit it to us prior to a payment distribution being made, if your consignment check exceeds $599.

**VOLUNTEER: \*\*Increase earnings by volunteering for the event\*\* Volunteers** will earn 75% on all items sold. Volunteers will be scheduled for one 3-hour shift either the day before, or the day of the event. Assignment may include event setup, tear down, merchandising, stocking, and/or working at the checkout area. Assignments and shifts will be scheduled according to volunteer preference on a first come, first served basis.

\* All items are required to be CLEAN and ready for sale. All articles of clothing **must** be on a hanger. Please be sure to clean and dust your items. At the discretion of Events by Eye Candy, if items are found to have spots, stains, or damage, it will be donated. We will attempt to contact you first if the item is valued over $50.

\* All items must be clearly tagged with your consignment number (which we will assign) , a price, and the price tag SECURED on your item. If an item is not tagged or the tag falls off, we reserve the right to set a reasonable price and/or donate the item.

\* All items must be dropped off the designated location (s) during a certain dates/time. If you are unable to make the drop off time then contact Events by Eye Candy no later than 1 week prior to the event to coordinate another drop off location.

\* All items must be picked up no later than 3 PM the day of the event. Items not picked up will become property of Events by Eye Candy and may be donated. Special arrangements maybe made. Please contact Events by Eye Candy.

\* Events by Eye Candy, LLC is not responsible for lost/damaged/or stolen items. We do our best to ensure your items are safe and secure.

Your signature below states your agreement with the above terms and conditions

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I will be: \_\_\_\_\_\_\_ Picking up my items by 3pm

-or- \_\_\_\_\_\_\_Requesting to have my items donated after the event

Please mail completed contract and inventory sheet to Events by Eye Candy C/o Tania Srouji P.O. Box 442 , Mechanicsburg, PA 17055 or email to [Abeer@EyeCandyFamily.com](mailto:Abeer@EyeCandyFamily.com)

(For Internal Use Only) Consignment Number \_\_\_\_\_\_\_\_\_\_\_\_\_

PA Bridal Exchange

**Consignment Inventory Sheet**

**Consignor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone Number : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Consignment Number:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Total number of Inventory Sheets:**\_\_\_\_\_\_\_\_\_

**Please ensure that all price tags are CLEARLY MARKED and LEGIBLE with your consignment number, price of item, and short description identical to what is listed below.**

Begin numbering your items with #1. If you need additional inventory sheets, continue numbering your items starting with where the preceding sheet left off. For example, the second page of inventory should begin with Item #21.

**ITEM DESCRIPTION**

**Item #\_\_\_1\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_**

**Item #\_\_\_2\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_ Item #\_\_\_3\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_ Item #\_\_\_4\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_ Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_**

**Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_ Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_ Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_ Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_**

**Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_**

**Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_ Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_ Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_**

**Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_**

**Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_ Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_ Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_**

**Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_**

**Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_ Item #\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Price: $ \_\_\_\_\_\_\_\_\_\_**

**Please use an additional sheet for more items**

Your signature below verifies that you have inventoried and priced all consignment items prior to bringing them to the event.

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