

Monroe Consignment Contract

118 N Lewis Street, Monroe, WA 98272

360-863-2334

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www.monroeconsignment.com

Consignment Policy: The consignment period is unlimited. You may be asked to pick up items at our discretion. Items not picked up within one week of notice **may be sold, donated or disposed of without notice or benefit to you.** It is your responsibility to locate and bring your property to the sales counter if you wish it to be returned to you.

Monroe Consignment determines the selling price and may give additional discounts at its discretion. **Initial Here**_____

Monroe Consignment will receive **50%** of the **final sales price.** **Initial Here**_____

Reimbursement: Checks will be available the **5th** of every month. We will mail your check **only** **if** you leave a business-size self-addressed stamped envelope. [Name on account must be on the envelopes.] If you need a check re-issued for any reason, there will be a \$20 re-issuance fee. \$35 re-issuance fee applies to lost checks. It is your obligation to update your address if it changes.

Initial Here_____

We do not place a call to you once an item has been sold or a check has been printed. If you have an inquiry about a particular item or check, please call us.

Initial Here_____

Expiration: Any checks not claimed by you within 6 months of the date initially issued will be forfeited by you and shall become the property of Monroe Consignment.

Initial Here_____

Waiver: Monroe Consignment is not responsible for loss (including theft), or damage to consignments and encourages each consignor to carry appropriate insurance.

Please print and complete in entirety:

Name (Payee for checks):_____ Middle Initial: _____

Address:_____

City:_____ State:_____ Zip Code:_____

Phone#:_____

Email:_____

Signature:_____ Date: _____

☐ Please check to be added to our mailing list.

Signing this document means that you will adhere to and understand its terms fully.

(Store use only below this line. Employees initial if relevant)

DROP OFF_____ **PRICE CONFIRMED**_____