

UP & DOWN CLOSET CONSIGNOR POLICIES

My Consignment Period Is From _____ To _____

CONSIGNMENT ITEMS MUST MEET THE FOLLOWING STANDARDS:

1. We accept women's clothing starting at size 14W or XL. We also accept shoes, purses, jewelry, swimsuits, nightwear, scarves and other accessories.
2. Priority is given to consignors with appointments. Other consignment is accepted only as time permits.
3. All items must be **in style** and **seasonally appropriate**. Priority is given to department store brands and designer labels. We have a very limited market for discount store brands.
4. All items must be **odor-free**, including smoke and perfumes.
5. **Please examine your items carefully in strong daylight for subtle spots, missing buttons, broken zippers, stressed seams, deodorant stains, animal fur, hair, pilling, fading, excessive wear, general fatigue, or other flaws before bringing them to us for consignment.**
6. You may bring up to **25 hanging garments per appointment**, unless other arrangements are made. Accessories, shoes and jewelry items are welcome in addition to the 25 hanging garments.
7. All clothing must be brought in **on hangers** and be **freshly laundered and pressed, or dry cleaned**, and ready for display. Please leave sales tags on new items. Shoes must be clean, and if appropriate, polished.
8. At your consignor appointment, we will inspect your items, accepting only those we feel we can sell. During pricing, we may discover problems that make an item unmarketable. Items found to be flawed at pricing will be donated or discarded immediately.
9. Initial selling price and subsequent discounts will be controlled by The Up and Down Closet. We reserve the right to run sales and promotions as we see fit.
10. **The consignment period is 90 days.**
11. **Consignors who choose to pick up unsold items must call for an appointment and make arrangements for pickup WITHIN THE 90 DAYS. Items left after 90 days may be moved to the Clearance Room and donated at any time.**
12. **Consignors who choose to donate unsold items may have their items moved to the Clearance Room and donated at any time after the 90 days.**
13. Consignors with donated items will receive an itemized donation letter for tax purposes.
14. **Consignors receive 50% of each item's selling price.** We issue one check at the end of the consignment period, unless other arrangements are made.

The Up & Down Closet will make every effort to protect your items, but we will not be liable for consigned items damaged or lost by fire, theft, try-on, loss, smoke or water damage, or natural disasters. All responsibility for the items remains with the consignor. The Up & Down Closet will remain blameless against any harm, and the consignor will not be compensated.

The Up & Down Closet • 237 East Main ST • Hendersonville, TN 37075 • 615-264-6569

Updated 5/1/2011