

# IT'S MY GIRLFRIEND'S BOUTIQUE CONSIGNMENT

It's My Girlfriend's  
Boutique Consignment  
28 Norcross Circle, North Conway, NH 03860  
(603) 733-5144 • imgconsign@gmail.com

## Policies and Terms of Consignment Agreement Contract

Below are the terms and conditions of consignments for "It's My Girlfriend's..."

"It's My Girlfriend's..." will accept current fashions and accessories. Our criteria are that all items are in acceptable resale condition. All garments must be clean or dry cleaned, ironed and on hangers. We will return your hangers to you during check in.

We have the right to refuse any item we feel will not sell in our store. If an item is left for consignment and it has a defect, we will automatically donate the item. No exceptions, so please check your items.

Our terms of the consignment contract are for 60 days. At the end of your contract you have the option to either pick up your unsold items or they will become the property of IMG. **It is your responsibility to know when to pick up your items. You will NOT be notified.** If you choose to pick up your unsold items; it is your responsibility to collect them before the end of your 60 day contract. When picking up your unsold items, we will provide you with a list of the unsold items. It is your responsibility to locate the unsold items in the store, bring them to the consignment desk and check them out with our staff. We are a small operation and our staff is not available to locate your unsold items, so please plan time if you choose to pick up.

It's My Girlfriend's makes their best effort to merchandise, sell and care for all consignments. It's My Girlfriend's will determine the price of your item and price it accordingly. We reserve the right to include the item(s) in special sale events and promotions.

All consignments are left at the owner's risk. It's My Girlfriend's is not responsible for loss, theft, fire, negligent handling or any other damage while in our possession. Our store is insured, but your merchandise is not. This is the insurance company's policy. It's My Girlfriend's is not liable for any loss while your merchandise is under consignment. The disposition of all unclaimed items is at the sole discretion of It's My Girlfriend's Consignment Boutique.

### Our 60 Day consignment fee is as follows:

- 1-30 days you will receive 40% of the retail selling price, less taxes and fees.
- 30-60 days it will be discounted 20%. You will receive 40% of the sale price, less taxes and fees.

### Pay Out:

Checks will be cut at the request of the consignor **after** the 60 day contract, once your credit balance is \$25.00 or more. Upon request, your check will be mailed directly to you, which could take 2-3 weeks. If you do not request a check, your funds will be deposited into your account and can be used to shop within the store. For book keeping purposes, we prefer to cut checks for \$25.00 or more. Balances less than \$25.00 will remain in your account for one year. **In active balances over one year become the property of IMG.** A \$1.00 processing fee is charged at each check payout for administrative fees.

**Fees: Detailing of Items:** If your item needs pressing, or sweaters de-pilled, we charge \$1.00 per item. To avoid this fee, items should come in rack ready.

**By Signing below you are confirming that all items consigned for sale are lawfully and solely owned by you, or as an agent acting on authority given to you, to sell such merchandise. By submitting your items for sale, you are verifying they are genuine, authentic and not counterfeit.**

**I have received and read the consignment terms and conditions and agree to all terms and conditions listed.**

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Consignors Signature

Date

Birth Month

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## **No call.... No show.... FEES**

We are a small, independently owned and operated consignment and retail shop. We do our best to accommodate our clients when they are making appointments to consign. Unfortunately, we have had consigners either not show up for their appointment or not call to cancel.

As of November 1, 2024, our No Show, No Call Fee is \$20

### **Appointments**

Making an appointment reserves the space for you and your consignment items. Appointments must be made or changed over the phone, or in person. We do not set up, cancel or change appointments via Facebook, messaging, email or text.

### **Cancellations / No show**

We require at least 24 hours, or more, notice for an appointment cancellation or change. Or, if you do not show up for your appointment, we will charge a fee of \$20. (We may excuse it if we feel there is a TRUE emergency, but that is at our discretion.)

### **Punctuality**

We ask that you be punctual. Please do not show up earlier than 10 minutes before your scheduled time, and no more than 15 minutes after your scheduled time. If you are more than 15 minutes late for your consignment appointment, you may need to reschedule.

I have received and read the No Call, No Show terms and conditions and agree to all terms and conditions listed.

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Consignors Signature

Date

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Boutique Consignment

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Appointment Date: \_\_\_\_\_

Account # \_\_\_\_\_

## Consignor Info

*please print all information clearly*

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Appointments are required.** To make an appointment to consign your items, please call (603) 733-5144

**Maximum drop off 20 garments at a time, plus accessories.**

We accept jewelry, shoes, hats, handbags and scarves.

We DO NOT accept bathing suits, wedding dresses, lingerie, sleep wear, 14K or diamond jewelry.

To avoid a detailing fee of \$1.00 per item, your items must be **CLEAN, PRESSED, come from a NON-SMOKING ENVIRONMENT** and arrive on **HANGERS** ready to go on our racks for sale. While we use our own hangers for store display, all clothing to be consigned must be brought in on hangers, which will be returned to you. We will not accept clothing in bags or boxes.

If an item is left and we discover a stain, hole, missing button, etc., your item will be immediately donated. No exceptions.

If you have more than 20 items, please inform the store at the time of booking first appointment so arrangements or a second appointment can be made.

At the end of 60 days:

\_\_\_\_\_ I will pick up unsold merchandise in the store on or before the end of my 60 day contract.

\_\_\_\_\_ I will **not** pick up my unsold merchandise at the end of my 60 day contract and I understand that my items will become the property of IMG.

\*if no box is checked, your items will automatically become the property of IMG after 60 days.

NOTE: If you choose to pick up your items, it is your responsibility to find and collect your items in the store and check them out at the front desk, before the end of your 60 day contract or they will become property of IMG. **I understand I will not be notified at the end of 60 days.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

