

Consignment Agreement

To be completed by staff

Date received: _____
Receiving staff: _____
Entered into Liberty: _____
Complete list: _____
Email sent? _____

Evolution Home
6239 Shields Avenue
Alexandria, Virginia 22303
www.evolution-home.com
consign@evolution-home.com

Customers interested in consigning must make an appointment by calling 703-519-1911. Evolution Home reserves the right to accept or decline any consignment item. All consignment items must be “floor ready”—clean and free of dust or stains and in a desirable condition and quality for resale. Please consult our list of items we do not accept.

Consignors must email or bring in photographs of furniture to be approved for consignments. Once Evolution Home has agreed to accept items for consignment, the consignor will deliver the consigned items at a date and time mutually agreed upon. A **maximum 15 items** may be brought in once a month; an inventory list of all items must be included. **Consignor must alert the shop before bringing in furniture.**

All items will be cataloged and numbered with a consignor ID number and stock number, and an inventory list will be emailed to the consignor. Evolution Home must be notified promptly if the consignor has any concerns involving this inventory.

Evolution Home is not responsible for lost, damaged, or theft of any consigned item. The consignor hereby releases Evolution Home, its employees, and owners from any and all liability for the damage or theft of all consigned items.

Evolution Home agrees to pay the consignor 50% of the selling price.

After 30 days, Evolution Home will automatically discount items by 10%. After an additional 30 days, a final discount of 10% will be taken. Evolution Home may discount any item by an additional 10% at any time during the 90-day consignment period if needed to make a sale. Consignors may pick up consigned items at any time during the 90-day consignment period. Any items removed must be signed out of the Evolution Home consignment inventory.

It is the sole responsibility of the consignor to remember his or her 90-day deadline and pick up the consigned merchandise by the expiration date noted on the emailed merchandise receipt. Evolution Home does not notify consignors when their merchandise sells or when their expiration date is approaching or past. Merchandise left longer than the expiration date is forfeited and becomes the sole property of Evolution Home.

Consignors wishing to pick up their unsold items must bring their own packing supplies. Please allow yourself enough time to find and pack your items.

Checks will be sent to consignors the month following the end of their 90-day consignment period.

Consignor name (please print)

Signature of consignor

Street address

Daytime phone number

Date of consignment

Email address of consignor

City, state, zip code

Work phone number

Item List

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____

Items We Do Not Accept

Electronics – Appliances – Clothing – Florist vases – Dried or plastic flowers Promotional items with logos – Furniture made out of particle board or MDF – Stuffed animals – Records, cassettes, VHS tapes – Lamps without shades – Tarnished silver – Board games or puzzles – Books (except coffee table books or rare books) – **Baby furniture – Stained linens – Taxidermy items – Collectors plates – Sets of stemware or china in odd numbers – Items that need to be assembled – builder-grade chandeliers**