



Contract Agreement Between
IN THE KEY CONSIGNMENT & VINTAGE CENTER

And

CONSIGNOR (please print) _____ CONSIGNOR # _____

ADDRESS _____ CITY, STATE _____ ZIP _____

HOME PHONE _____ CELL PHONE _____

1. You (the consignor) will receive 50% of sale price on all items.
2. Your items will be on consignment for one year. At the end of that year you can choose one of two options:

_____ I would like to donate my consigned items to In IN THE KEY / Key Opportunities, Inc.

_____ I want my consigned items at the end of the year. I will come and pick up my property.

If you chose NOT to donate your items then it is your responsibility to return to IN THE KEY and claim your unsold items. Efforts will be made to contact you at the end of the 1 year expiration date. You have 1 month after the year expiration date to claim your property. **You Need to Return for Your Items by:** _____

3. If you have NOT collected your items by this date, then your items will automatically be donated to IN THE KEY.
4. In the case of holiday or seasonal items, IN THE KEY will retain, store, and place for sale your holiday or seasonal items for a period of 2 holiday seasons. If they have not sold after the second holiday season, they will donated to IN THE KEY or be returned to you.
5. Most items will be reduced 10% after approximately 6 months, 15% after 7 months, 20% after 8 month, 25% after 9 months, 30% after 10 months, 35% after 11 months, and 40% after 12 months. It is at this point that you will have one month to pick up your items or they will be considered donated to IN THE KEY for disposal.
6. Payments will be made approximately every 30 days for \$7.00 or more after month-end reports can be verified, checks written, and mailed to your address. In the event your sales are below \$7.00 a check will be provided upon reaching \$7.00 or at the time all of your items have been sold. **WE SUGGEST CHECKING YOUR ACCOUNT EVERY 30 DAYS.** All unclaimed monies will be considered abandoned and become the property of IN THE KEY / Key Opportunities after a period of one year.
7. Any item found to have a defect that was not called to our attention at time of drop off may be removed from floor (efforts will be made to contact you in the event this happens.) Non-working electronics and electrical items are not considered salable and will be considered donated and placed into recycling program through Key Opportunities regular work programs.
8. IN THE KEY is not responsible for any damage occurring from handling or loss due to fire, theft, vandalism, water or any other circumstances beyond our control. Check with your home-owners policy.
9. If you require assistance in brining your items to IN THE KEY for consignment or to return your items to your home; there will be a charge for each pickup service requested.
10. It is your responsibility to let IN THE KEY know when you have a change of addresses or phone numbers.

SIGNATURE _____ DATE _____

(Consignor)

SIGNATURE _____ DATE _____

(IN THE KEY)