

Consignor ID:

Password:



287 Lamp & Lantern Village | Town and Country MO 63017 | 636.220.9092 #1 | Text Images: 314.760.2507  
10821 Manchester Rd | Kirkwood MO 63122 | 636.220.9092 #2 | Text Images: 314.732.2083  
10845 Lincoln Trail | Fairview Heights IL 62208-2038 | 618.489.1551 | Text Images: 314.504.8030

[www.encorestl.net](http://www.encorestl.net)

Check your account balance:

Email Photos to: [photos@encorestl.net](mailto:photos@encorestl.net)

**CONSIGNMENT AGREEMENT**

Consignor's Name:

Mailing Address including ZIP:

Telephone:

Email Address:

Contract Start Dates begin on the day each item is entered.  
Contract End Dates are 120 days after item has been entered.

Initial

**OKAY to AUTOMATICALLY DONATE "No Thank You" items?      YES      NO**

**1. Retained Fees:**

a. Upon sale, Encore Consignment Holdings, LLC. (**ECH**) will retain:  
i. 60% on all Furniture and Home Décor.

b. A 10% buyer's fee will be added to each item. No portion of this fee will be paid to the Consignor.

**2. Pricing:**

a. **ECH** will determine the original and final selling prices.

b. **ECH** reserves the right to offer promotional, discretionary, and/or conditional discounts on any item.

**3. Length of Term:**

a. The consignment term is defined as **120 CALENDAR DAYS**. Pricing structure is as follows:

- Item at full price days 1 – 29.
- Item at 10% discount days 30 – 59.
- Item at 20% discount days 60 – 89.
- Item at 50% discount days 90 - 120. Items may be retrieved during the 90-120 day term.
- Items not retrieved after 121 days become **ECH** property.

b. Items priced under \$25. will not be discounted. Store-Wide sales events may apply.

c. Holiday items are not discounted and must be picked up within three days after the holiday or they will be donated.

d. The Consignor will be charged a \$25 fee for each item retrieved prior to the 90<sup>th</sup> day of the consignment term.

e. **ECH** will **NOT** call or send reminders. It is the **Consignor's RESPONSIBILITY** to **NOTE** the **DATE** of retrieval. **Online account access is available to each consignor at no charge.**

f. **ECH** may terminate the Consignment Agreement at any time without penalty.

g. **ECH may transfer Consigned items between locations at our discretion.**

Initial

**4. Consignment Payouts:**

Initial

- a. **ECH payouts will become STORE CREDIT ONLY 120 days after first payout date. ECH does NOT notify Consignors regarding activity or payment.**
- b. **ECH** will process available funds on the last day of each month. Checks are available for pickup on the 10<sup>th</sup> day of the month following your sales.
- c. Funds under the amount of \$31.50 can be rolled over or can be paid in cash on/after the 10<sup>th</sup>.
- d. Checks should be picked up by the Consignor. If the Consignor prefers the check to be mailed, **ECH** must be notified. If a check is lost in the mail, or misplaced, there is a **\$35.00 reissue fee.**
- e. **\*\*Checks are VALID for 30 DAYS ONLY which includes processing time. ALL payouts are reprocessed as STORE CREDIT ONLY 120 days after first payout date.** Again, we do NOT contact our Consignors when payouts are processed.
- f. A non-refundable fee of **\$1.50** will be deducted for each printed check payout.

Initial

**5. Liability:**

- a. **ECH DOES NOT ASSUME LIABILITY FOR LOSS, DAMAGE, or DESTRUCTION OF ANY CONSIGNED ITEM.**
- b. By signing this contract, Consignor gives **ECH** the Right to Press Charges for Criminal Theft & Damages to Inventory.
- c. During the contract, no cross-listing is allowed.

**6. Condition of Consigned Items:**

- a. **ECH** has the right to refuse items pre-approved through e-mail/text, after delivery.
- b. **A cleaning fee will be assessed for item(s) which need to be cleaned.**

**7. Delivery & Pick-up of Merchandise:**

- a. **ECH** offers limited delivery and/or pick-up services. Call for a quote.
- b. **ECH** is not liable for loss, damage, or destruction caused by any loading, unloading, and/or delivery service provider at any time.

**8. Ownership:**

- a. By signing below, the Consignor confirms he/she is sole owner of all Items including all associated rights.

**9. HANDBAGS:**

- a. Upon sale, **(ECH)** will retain 50% on Handbags.

**10. JEWELRY:**

- a. Upon sale, Encore Consignment Holdings, LLC **(ECH)** will retain:
  - i. 40% on all FINE JEWELRY
  - ii. 60% on all COSTUME JEWELRY
- b. Discounts / Markdowns do not apply to FINE Jewelry.

Initial

**11. Encore Consignment Holdings, LLC reserves the right to change the terms of the Consignment Agreement at any time.**

Consignor: \_\_\_\_\_ DATE: \_\_\_\_\_

Store Representative: \_\_\_\_\_ DATE: \_\_\_\_\_

Rev 2026-03-13 RV