

## **Seller Agreement**

***This agreement must be signed in order to sell with Tykes & Teens Consignment (T&T). By signing this agreement, you confirm that you have carefully read and understand the guidelines and procedures and agree to the terms stated below.***

1. Seller agrees to pay the **non-refundable** seller fee before items can be entered into the My Sale Manager System.
2. Seller understands that there is a limit of 200 items per seller number. If you have more than 200 items, you can register for another seller number. You will need to have another email address to register for a second seller number. This is a My Sale Manager rule and not a T&T rule.
3. Seller agrees to arrive promptly at the designated drop-off day and time chosen by the seller. If a seller has more than one seller number, the seller **MUST** sign up for two drop-off times, these can be back to back if available (sign up early). T&T reserves the right to refuse items if the seller brings items at a different drop-off time or if the seller brings two sets of seller numbers at one drop-off time. Please be respectful of others and do not bring items to a different drop-off time than the seller number is assigned to. Times are specifically designed for the check-in process to run smoothly.
4. Sellers will sign up for a drop-off time that is **not** during their volunteer shift. Please sign-up for a time that is at least 15 minutes before or after your volunteer shift.
5. Due to limited storage space, sellers will bring their items in non-returnable cardboard boxes or disposable bags. Any tubs will be considered a donation to be used by T&T and will not be returned.
6. Tykes & Teens is NOT responsible for damaged, lost, or stolen items.
7. Tykes & Teens is NOT responsible for items that do not sell because the tag falls off. To ensure a misplaced tag can be put back onto your item, and your item returned to the sale, the description on the tag must be as complete and detailed as possible. Also, ensure you have attached the tag to your item in the most secure way possible. This may include tape, pinned, both, or even zip-tied for larger or hard to tag items.
8. Tykes & Teens reserves the right to reject any item that we deem inappropriate for our sale.

9. **As of the Fall Sale 2023: All tags MUST be printed on white cardstock.** T&T will either reject tags NOT on white cardstock or ask the seller to re-print and re-tag all their items. T&T will NOT accept any tags printed on paper or on colored cardstock.
10. Tags cannot be altered from the way the MSM program designs the tags. Do not change any fonts or any other images on the tags.
11. Hand altered tags will not be accepted. Any changes to an item (description, price, reduce, donation) must be made online and a new tag printed.
12. T&T will scan your tags when you check-in to ensure your tags are readable by the scanners. If they are not, the Seller has the option to re-print their tags/re-pin them or have \$25 deducted from their check for T&T to re-print/re-pin the tags.
13. Seller agrees that his/her items have not been recalled or car seats past expiration.
14. Seller agrees to fill out the Car Seat Information and History Form for each car and booster seat.
15. All items not sold or donated at the end of the sale MUST be picked up either the **Saturday** of the sale between 5:00 and 5:30pm or the **Monday** after the sale between 5:00 and 7:00pm. T&T does not have the time to contact sellers during breakdown / item pick-up to check on a consignor. ***If unsold items are not picked up, all items will be donated.***
16. Sellers will receive 70% of the total price of items sold. Seller checks will be given out at your pickup time. Checks will be ready to pick up at the earliest on Saturday between approximately 5:00 to 5:30pm. If you donate your items, you can still pick up your check or your check will be mailed to you at no cost.
17. Seller agrees that all clothes / items are seasonal. Seller agrees that they have looked over the Acceptable / Unacceptable Items list in the Seller Agreement and the items brought to the sale adhere to those guidelines. The Seller Agreement can be found on our website. This list can be updated between sales and the seller agrees they are using the most recent list.
18. All items that require batteries must have working batteries or the item will be rejected.
19. Bagged items must be **taped** closed with the tag secured inside the bag. Tags cannot be blocked by any logos on the bag.
20. All items must be tagged correctly (according to the T&T Seller Instructions found on the T&T website).

21. Seller agrees they have no more than 10 pairs of shoes.
22. Seller agrees they have no more than 15 books.
23. With the MSM Program, Sellers do **NOT** need to print / bring their inventory sheets to check-in.
24. Seller understands that all items marked to be donated will automatically be reduced to half price on Saturday by the MSM program, if not sold before then.
25. Please use the website for guidance, forms, and instructions:  
[www.tykesandteensconsignment.com](http://www.tykesandteensconsignment.com)

Seller understands that **NO** items can be **entered** into MSM after **NOON** on the **MONDAY** of sale week. *Tags may still be printed after Monday at noon, but items cannot be added to the database or altered / changed in any way after noon on Monday of sale week.* This is not a T&T decision, but it is the way the MSM program operates. Because this is a program feature and not a T&T committee feature, there are **NO exceptions**. If you change an item in the database in ANY way - you MUST print a new tag as the system will not recognize the old tag.