***Encore Boutique***

**Women’s Luxury Consignment**

110 S. Union Street, Alexandria, VA 22314 703.683.1756

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 *CONSIGNOR GUIDELINES AND AGREEMENT*

Thank you for choosing Encore Boutique to consign your special items. We are seeking in-season women’s designer clothing and accessories in excellent condition. We will promote and display your items both in the Boutique as well as on our website and social media platforms to provide them maximize exposure.

Apparel should be within five years of original new sale, in new or like-new condition, clean and on hangers. Please no monograms. Handbags and accessories must be in excellent condition for consideration. Accessories can vary in age depending on quality and label.

Encore shoppers are routinely looking for high-end designer luxury labels. As a result, we accept the following:

Chanel, Prada, Hermes, Louis Vuitton, Valentino, YSL, Gucci, Akris, Dolce & Gabbana, Loro Piana, David Yurman, Moschino, Proenza Schouler, Piazza Simpione, Armani, Christian Dior, Jimmy Choo, Etro, Burberry, Givenchy, Escada, St. John, MaxMara, Celine, Chloe, Black Label Ralph Lauren, Missoni, Ferragamo and Bruno Cuccinelli

We will also consider:

Eileen Fisher, Lafayette, J. McLaughlin, Kate Spade, Calvin Klein, Veronica Beard, Carlisle, Ralph Lauren

We request that you schedule a consignment appointment. Once items are accepted, an inventory will be sent to the consignor via email detailing each item and its initial price. The Boutique establishes all consignment pricing based on current marketplace trends. Apparel is kept in the store for a maximum of 90 days. Accessories are kept for 90 to 120 days, or more, upon consultation with the consignor. Apparel items are routinely discounted once or twice during the 90 day consignment period, and accessory items are discounted on a per item basis. Weekly promotional sales are also offered.

Consignors receive 50% of the final sales price and payment checks are mailed the 15th of the month following a month’s close. A $3.00 per item handling fee is deducted for each item sold. Checks must be cashed within 60 days and checks are not mailed if under $25.00.

Encore cares for your items while under consignment, however is not responsible for fire, theft, or any damage that may occur. At the end of your consignment period, if you wish to have your unsold items returned, please contact Encore to schedule a pick-up appointment. You may also elect to have them donated and request a donation receipt for your records.

Name & Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Preference for disposition of unsold items:

\_\_\_\_\_\_ Donate \_\_\_\_\_\_ Will Reclaim, with my responsibility to contact Encore before the pick-up date

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **ENCORE CONSIGNOR** # \_\_\_\_\_\_\_\_\_\_

 (to be completed by Encore staff)

**Thank You!**

2/17/2021