

The Hen House

1189 Putnam Pike, Chepachet, RI 02814

Artisans - Farmers - Foodies

www.HenHouseOnMain@gmail.com

Welcome to The Hen House. We are a couple of chicks looking for everything local, including Artisans! If you're an artisan looking for a place to show your beautiful work, this is the place!

Store hours:

Saturday and Sunday 10 - 5 plus extended holiday hours & special events

Projected Opening in Spring 2021

List of Agreements & Understandings

Jury

To start the process of having your work juried for The Hen House, please visit www.henhouseonmain@gmail.com and read all the information carefully and fill out the online application.

Once your application has been reviewed, we will reach out via email and set up a time for you to bring in a sample of your work for approval. Please bring a well rounded view of your product line. Five pieces minimum.

Consignment

Once accepted, the consignee agrees to a 35/65 split of payment. 35% to store and 65% to artisan. Credit card fees will be deducted from your total monthly payout on all sales.

There is a startup/commitment fee of \$50

This is a one time fee unless the consignee vacates and then decides to return after 30 days.

All consignees will need to fill out and have a W-9 on file with us.

A copy of your R.I. Sales permit needs to be on file and updated as needed. If you are not tax exempt, you need to add tax into your price. You are still responsible for filing your sales tax to the state.

Product Liability Insurance

Each signee must have their own liability insurance on their product.

Our suggested insurance carrier is Act Insurance. The pricing is \$99 for 90 days or \$249 year round coverage. The website is easy to use. This is not needed until you are accepted.
<https://www.actinsurance.com/>

Once you have been accepted, you will need to sign up for your policy. The Hen House will need a copy of the policy.

Homeowners' insurance does not fulfill this requirement.

This is nonnegotiable, and required to consign with The Hen House.

Each signee must have their own liability insurance on their product.

Homeowners' insurance does not fill this requirement.

This is nonnegotiable, and required to consign with The Hen House.

Monthly Payout

Payment for each month's sales will be mailed by the _____ of the following month.

Example: Consignees will receive a check for January sales by February ____.

Inventory/Tags

Inventory must be signed in and out. You must individually label/tag all items coming into the shop with description, code and retail price

Example: sunflower KGB 001 \$35.00 (description, your 3 initials, 3 number code and price).

Your Initials ____ ____ ____ for inventory purpose

Please do not remove items for shows.

Other important information

We respectfully ask that artists selling their work at The Hen House do not sell at other shops within a 5mile radius, excluding our sister store, Shop Chepachet Pop-up Co-op.

Work that has not sold in a reasonable amount of time will need to be rotated out of the store and new work will be requested.

A 30 day notice is needed, before permanently ending your consignment with The Hen House.

Your items may be returned at any time if the contract has been broken. Items will be collected and removed by the artisan. Anything left 10 days after being asked to remove and vacate will become property of The Hen House.

Stock drop off must be accompanied by an inventory sheet with all items listed on that inventory sheet.

Stock drop off will be an hour before opening and/or an hour before closing, unless other arrangements have been made

Keep up your stock, by checking weekly sales spreadsheets. These will be emailed after each weekend. This can take up to 1-3 days.

Work may be displayed in different locations within the store as The Hen House deems necessary. We work hard to present all work in the best possible way.

The Hen House enters this Consignment Agreement with _____,
and, as a condition of said agreement the consignee agrees to waive, release, absolve, indemnify and agree to hold harmless the owners of The Hen House of any and all claims arising from breakage, theft, damage caused by fire, water and all other elements. The Hen House will take all reasonable precautions to protect consignees work but will not be held responsible for acts not foreseen.

We strongly suggest that artists insure their products in case of any of the above, along with the required liability insurance.

Print Name _____

Signature _____ Date _____