

twicefound, llc

UPSCALE CONSIGNMENT

309 N. QUEEN STREET, LANCASTER, PA 17603

717-208-7624 melanie@twice-found.com

CONSIGNMENT POLICY UPDATED 2-1-2017

Here at Twice Found we offer a 50/50 split for consigned items after they have sold. We will issue checks upon request, on the 15th of each month, once the consignor has an account credit of at least \$40 on their account. Consignors may also use their account credit towards purchases in the store, and receive 10% discount off their non-sale item purchase as an incentive. We ask the consignor contact Twice Found periodically for account balance information.

Please inspect all items very carefully beforehand, because we ONLY accept items that:

- * Are clean/freshly laundered on hangers, in season and no more than 3 years old.
- * Are undamaged, ie: NO stains, tears, pilling, missing buttons or broken zippers
- * Do not have an unpleasant smell ie: smoke, mildew, moth balls

Twice Found asks you bring no more than 20 of your nicest apparel/footwear at a time. There is no item maximum for handbags or jewelry. The consignor must be present while we review the items, and we will return any items we feel we can not accept at that time, or if they wish to drop off the items, anything we do not accept will be donated to local charities. After we accept your items, we research & price them at approximately 1/3rd original retail cost (industry standard).

DISCOUNT POLICY

Twice Found discounts all inventory (except high end bags & fine jewelry) as follows:

After 30 days – 10% After 60 days – 20% After 90 days – 30%
After 120 days or Post-Season, whichever comes first – 50%

Twice Found also reserves the right to discount ANY consigned inventory during peak times such as holidays, First Fridays and during any designated store sales.

CONSIGNMENT PERIODS

Spring/Summer: March 1st - August 1st
Fall/Winter: September 1st – February 1st

We will sell your clothing / seasonal items until the end of each consignment period, regardless of when the items were consigned with us. After those dates, it is the consignor's responsibility to contact Twice Found within 10 days to request that their unsold items are either 1) Returned to the consignor or 2) Donated to a local charity, which Twice Found will handle for you. If we do not hear from the consignor within 10 days, the items become property of Twice Found.

SAMPLE BRANDS ACCEPTED

Talbot's, J. Crew, Banana Republic, Ann Taylor, Chico's, White House Black Market, Gucci, Coach, Prada, Marc Jacobs, Ferragamo, Tory Burch, Dooney & Bourke, Dolce & Gabbana, Theory, Ralph Lauren, Free People, Anthropologie BCBG, Kate Spade, Joan & David, Stuart Weitzman, Cole Haan, Guess, Michael Kors

SAMPLE BRANDS/TYPES OF CLOTHING NOT ACCEPTED

Eddie Bauer, Gap, The Limited/Express, New York & Co, Croft & Barrow, Simply Vera, Apt. 9, Izod, Chaps, Liz Claiborne, Old Navy, Kohl's, Target, H&M, JC Penny, Sears, Payless, Cache, Wal-Mart, Jones New York, Dress Barn, Alfred Dunner. NO lingerie, women's suits, wedding dresses or men's clothing.

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CONSIGNMENT INTAKE FORM

TO ACCEPT TWICE FOUND'S CONSIGNMENT POLICY, PLEASE SIGN BELOW:

NAME: _____

SIGNATURE: _____ DATE: _____

PLEASE COMPLETE THE FOLLOWING ADDITIONAL INFORMATION:

PHONE #: _____

EMAIL: _____

ADDRESS: _____

OF ITEMS RECEIVED

TOPS/SWEATERS: _____

JEWELRY: _____

DRESSES: _____

HANDBAGS: _____

SKIRTS: _____

SCARVES: _____

BLAZERS: _____

BELTS: _____

PANTS: _____

SHOES: _____

OUTERWEAR: _____

HOME DÉCOR/MISC: _____