



JBF Loudoun Consignor Waiver Spring 2009

- I am participating in the Spring 2009 Just Between Friends Loudoun Consignment Event as a consignor and/or volunteer. **I understand and agree that Just Between Friends is not responsible for fire, loss, theft or damage to my sale items.** I also understand that I will be charged a \$10 consignor fee. I will earn 60% for consigning, 70% for volunteering.
- Consignor Drop-Off is Thursday, April 24th, from 3pm - 9 pm, and April 25th from 9:00 am - 3:00 pm. **Consignor pick-up (of any unsold items) is Sunday, April 26th, 2009 from 3:31 pm - 4:30 pm.** I understand that any items not picked up during this time will be donated to Medical Missionaries and other local charities. **Doors close at 4:30 sharp...NO EXCEPTIONS.** Unfortunately we have a strict deadline to be out of the facility.
- I am volunteering for the sole purpose of assisting with operations of the event in exchange for early shopping rights. **I am volunteering in an ethical manner, and agree that I am not attempting to learn the business practices of JBF, operations techniques or any other business matters that may or may not be trademarked, registered or proprietary in any way.** I am willing to sign a confidentiality agreement and will do so if asked by a representative of Just Between Friends.
- If I am volunteering, I will arrive 10 minutes early for my shift, so I can park my car and be ready to work my full shift. If I am unable to make my full shift(s), I will find a replacement and let JBF know. Call Susan at 703-967-4027! **I will also check-in and check-out (on the computer) for every volunteer shift.**
- I understand that, at times, JBF takes photographs of its events to promote sales and, if I do not wish my image to be used in JBF promotions, I will notify the photographer at the time a picture is taken. Otherwise, I agree to allow my image to be used in JBF Loudoun sale promotions.
- I also agree that, as a condition of selling items in a Just Between Friends Consignment Sale, I represent and warrant the following to be true and correct:
1. I am the owner of the items to be sold and I have full authority to sell the items offered by me for sale; and
 2. Each item offered for sale by me is in good operating condition, reasonable wear and tear expected, and is not defective, broken or damaged in any way; and
 3. Any repaired item was repaired by the original manufacturer or in accordance with the original manufacturer's warranty program; and
 4. A "star" (printed on JBF barcode tags with black or red ink) means that the item will remain at FULL PRICE throughout the sale. Tags with no stars mean the items will be sold at 50% off on Sunday, April 26th. **For YOUR protection, there will be no alteration to any tags (lowering/increasing price or adding/removing star) allowed at any time during the sale.** The barcode tag is the deciding factor for any variation in price/information.

Please circle the appropriate category for any unsold items below:

Pick-Up

Donate

Both

Signature

Date

FOR OFFICE USE ONLY:

Received Stamped Addressed Envelope

Charge \$1 for Envelope*

* Have Consignor Initial in Box & circle.



JBF Loudoun Consignor Check In List:

- Please fill out the attached JBF Consignor Waiver Form and return to the Consignor Check-In table.
- Place your #10 self-addressed, stamped envelope (with your JBF Consignor # in the lower-left corner) in the appropriate box on the Consignor Check-In table. (this is how we send your check to you) If you forgot yours, we have them available to purchase/charge for \$1.
- When you turn in your completed JBF Consignor Waiver, you will be directed to the Volunteer Table where you will receive your Consignor Pre-Sale pass.
- Once you have completed the computer check-in, please bring all clothes/shoes to the Inspection Area. You may place your toys and baby items around the sales floor as signs indicate while we inspect your clothing. If any items are found with missing/broken parts, stains or have unacceptable tagging, etc., they will be removed from the sales floor and returned to you at Consignor Pick-Up. **We replace batteries for \$1/battery if an item is found without one.**
- Make sure you have a "star" for "FP" (full price) on any items you do NOT want included in the discount sale days of this event. Sunday is 50% off...you can pick and choose which items to star/reduce.
- We still need several volunteers for the sale!!!** If you can make time in your schedule to help us, we would greatly appreciate it. Please go to the Volunteer Table to sign-up and get an EARLIER SHOPPING PASS.
- After your clothing is inspected, you will then need to place all garments on the appropriate racks. Pre-sorting clothing by gender and size GREATLY reduces check-in time.
- Any items that we are unable to accept due to stains, tears, outdated fashions, excessive wear, etc. will be held for you until all of your other items have been placed on the sales floor. You are welcome to donate any items to our local children's charity.
- Consignor Pick-Up for unsold items is 3:31 pm - 4:30 pm pm on Sunday, April 26th!** If you need to, have a friend pick-up your items, but be sure they know your JBF Consignor Number!!!! (All items remaining will be donated at 4:31 pm. NO EXCEPTIONS.)
- Checks will be mailed to you within two weeks of the sale's completion.

Thanks for consigning with Just Between Friends - Loudoun.

We sincerely appreciate you!

Susan Gill - owner
susangill@jbfsale.com
or 703.967.4027