



Pre Loved Clothing Form

Clothes submitted by:

Name: _____

Address: _____

Postcode: _____

Email: _____

Telephone No: _____

Child's Class: _____

Items:

1.....

2.....

3.....

4.....

5.....

6.....

7.....

8.....

9.....

10.....

If any of the above items are found to be unsuitable for resale have we your permission to dispose of them to a Mission.

Yes

No

All clothes suitable for resale will be kept for a period of 2 years before being donated to the Missions

I have read and understand the Sale of Second-Hand Uniform Terms & Conditions and Procedures. I agree to abide by these.

Signed: _____ Date: _____

Office Use only:

Processed By: _____

Date: _____

Our Lady's Assumption Pre-Loved Uniforms

Procedures

1. All pre-loved uniform items submitted to the Uniform Shop for sale on consignment must be accompanied by a completed Consignment Notice, available from the Uniform Shop or School Office.
2. The Consignment Notice must be completed before any items will be sold on consignment.
3. All pre-loved items, either for sale on consignment or donated, must be washed and ironed by the owner prior to presentation at the Uniform Shop.
4. Pre-loved items to be sold on consignment will be held by the Uniform Shop for two (2) years.
5. Sales are reconciled and payments made periodically. Refunds will be made to a credit card.
6. Any unsold pre-loved uniforms unsold at the end of the two (2) year period will be processed according to the seller's wishes as indicated on the Consignment Notice.
7. Sellers must notify the Uniform Shop of any changes to their personal details to ensure that they receive payments/information from the Uniform Shop.

Terms and Conditions

1. The second hand uniform shop reserves the right to:
 - Decline or donate any pre-loved uniform items that are deemed unsuitable, for examples are stained, have holes or tears.
 - charge a commission of 25% of the individually determined sale price of each item of clothing sold.
2. Pre-loved uniform items are accepted on a two (2) year consignment basis. Payments for items sold are made periodically and refunds will be made to credit cards.
3. Second-hand uniform items unsold at the expiry of the two (2) year consignment need to be collected within two (2) weeks of receiving email notification or the items will become the property of the Uniform Shop.