

IJGS COTTAGE SHOP

The shop accepts items for sale on a consignment basis.

- We will sell your used items on a consignment basis, once sold, the school will pay you 70% of the sale price and retain a 30% consignment fee.
- All amounts owing from the sale of items will be credited to your school account before the end of each term. If not a current school account, payment will be made into a nominated bank account.
- An IJGS Second-hand Items Consignment Form must be completed and signed at the time goods are accepted.
- Second hand items are accepted at the Cottage Shop during the opening hours which are Monday to Friday 12noon – 3.30pm. The School takes no responsibility for items delivered outside these times.
- Items must be clean, pressed and/or dry cleaned and in good condition.
- The Cottage Shop reserves the right to not accept items that are received in an unsatisfactory condition such as:
 - Dirty, stained, or have unpleasant odour.
 - Faded, or in need of repair (such as pleats/seams are undone, buttons are missing, zips broken)
 - Shortened to an unacceptable length
 - Not current uniform items
 - Deemed for any other reason by Cottage Shop staff to be unsatisfactory for resale.
- The Cottage Shop, for hygiene reasons, is unable to accept shoes, socks, tights, swimsuits, hats and sports caps
- All care will be taken with resale items however no responsibility will be accepted for loss and/or damage to items.
- If an item has not sold after one year, or is superseded the item will be assessed. If deemed unsaleable, the item may be removed from sale and disposed of or donated to charity.



**IPSWICH JUNIOR
GRAMMAR SCHOOL**
&
IPSWICH GIRLS' GRAMMAR SCHOOL

IPSWICH JUNIOR GRAMMAR SCHOOL

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IJGS COTTAGE SHOP SECONDHAND ITEMS CONSIGNMENT - INITIAL FORM

NAME: _____

ADDRESS: _____

POST CODE: _____

E MAIL: _____

HOME PHONE NUMBER: _____

MOBILE PHONE NUMBER: _____

PARENT CODE: _____

BANK ACCOUNT DETAILS: BSB: _____ ACCOUNT: _____

STUDENT NAME: _____

STUDENT ID NUMBER: _____

SIGNATURE.....Date.....

DESCRIPTION Each Item to be listed individually	SIZE	School use only ACCEPTED Y/N

I have read the policy document for the sale by consignment of the second hand items and I agree that the items deemed not suitable, or that do not sell within a one-year period, will be disposed of or donated to charity.

Signature: _____

Date: _____