

CROCKER art museum

Museum Store Consignment Agreement

Effective Date: _____

End Date: _____

Check one of the following:

- 60-Day Consignment
- Exhibit-related Consignment
- Event-related Consignment
- Other: _____

Between the Crocker Art Museum Store, located at 216 O Street, Sacramento, CA, 95814, herein referred to as the Museum Store, and _____, herein referred to as 'Consignee'.

Both parties agree to the following terms:

RIGHT TO SELL:

In accordance with this Agreement, Consignee grants the Museum Store the right to display and sell the mutually agreed upon item(s), under the terms of this agreement.

PROCEEDS AND TERMS OF SALES:

1. Consignee will provide an accurate list describing each item, how it was made, etc., and the suggested retail cost/wholesale cost of the item(s) within Addendum A.
2. The Museum Store will attempt to sell the merchandise at the agreed upon amount and will accept no less than that amount.
3. That for our efforts the Museum Store is entitled to retain 25% of the purchase price, unless otherwise agreed upon, with 75% going to Consignee.
4. The Museum Store shall forward a check for the agreed upon amount on the items sold, to Consignee on a monthly basis. Checks are prepared 7-10 business days after

the end of the month. The Museum Store and Consignee agree that these payments shall be made via check by mail.

5. The Museum Store is responsible for theft or damage sustained to Consignee merchandise while it is in the Museum Store's possession.
6. The Museum Store maintains the right to obtain and use images of all items contained within the Museum Store's premise for the purpose of advertising and promotions.
7. Both the Museum Store and Consignee will evaluate all merchandise that is not sold at the end of the consignment time frame. If the merchandise is exchanged, a new agreed upon consignment period begins upon receipt and display of the new merchandise.
8. Should the merchandise remain unsold at the end of the consignment period and the election is made to remove said merchandise, any costs incurred by the delivery of same items to Consignee shall be borne by Consignee.
9. Any merchandise returned to Consignee will be noted in Addendum B and signed upon receipt by both parties.
10. Either party may terminate this agreement by providing 72-hour notice in either writing or email.
11. This agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

The Crocker Art Museum Store and Consignee hereby agree to the items set forth above.

Museum Store Manager / Date

Consignee / Date

EXAMPLE COPY

CROCKER ART MUSEUM
216 O Street, Sacramento, CA 95814
916-808-5733

ADDENDUM A: Received Merchandise

Consignee Name:

Address:

Phone:

Email:

Product Description (attach detailed product list if multiple items):

Quantity Received:

Retail Cost/Wholesale Cost:

Description:

Museum Store Manager / Date

Consignee / Date

EXAMPLE COPY

CROCKER ART MUSEUM
216 O Street, Sacramento, CA 95814
916-808-5733

ADDENDUM B: Returned Merchandise

Consignee Name:

Address:

Phone:

Email:

Product Description (attach detailed product list if multiple items):

Quantity Returned:

Retail Cost/Wholesale Cost:

Description:

Museum Store Manager / Date

Consignee / Date