

THE BLUE BIRD CIRCLE SHOP  
615 W. Alabama Houston, TX 77006 713-526-0470  
WEBSITE: [www.thebluebirdcircle.com](http://www.thebluebirdcircle.com)  
EMAIL: [BBC@thebluebirdcircle.com](mailto:BBC@thebluebirdcircle.com)

## **JEWELRY RECEIVING INFORMATION**

(Subject to change without notice)

### **Consignments are accepted:**

- Tuesday and Fridays by appointment only from 10:00 am to 3:00 p.m.
- For fine jewelry a Saturday appointment can be made with our jewelry consignment department.
- To make an appointment please call The Blue Bird Circle Shop reception desk at 713-526-0470.

### **Consignment guidelines:**

- Jewelry items must be placed in a strong, sturdy bag or box.
- Jewelry items must be in good condition, not broken, no necklaces on monofilament line/fishing line or jewelry that is losing its finish/peeling.
- A minimum of six (6) and a maximum of twenty (20).
- All items must be priceable for at least \$10.00 to be placed in consignment.
- The Blue Bird Circle Shop reserves the right to reject a jewelry piece after intake if it does not meet the above requirements.
- The consignor **MUST** bring and sign an itemized list with your contract.
- Consignments are accepted once every thirty (30) days.
- Only one account can be opened per individual with a maximum of two accounts per household.

### **Consignment and Donation drop-off locations:**

- Our receiving department is located at 3656 Jack Street Houston, Texas 77006.

### **Consignment Agreement:**

- A Consignment Contract must accompany the jewelry with an itemized list that you have initiated.
- Consignors are welcome to suggest a price, but final determination of price is made by The Blue Bird Shop volunteers.
- Jewelry contracts expire two (2) months from the date the consignment was priced, if not sold in 30 days, item receives a 25% markdown, after 45 days a 50%, after 61 days jewelry item becomes a donation to The Blue Bird Circle.
- Consignors will be paid 60% of the selling price of all items sold during the contract period.
- Payment is made by check only and mailed.

### **Donations are accepted:**

- Tuesday and Fridays from 10:00 a.m. to 3:00 p.m.

Rev: 9.16.22

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A circle of volunteers providing hope, love and healing to children with neurological disorders.

## JEWELRY CONSIGNMENT CONTRACT

CONSIGNOR \_\_\_\_\_ ACCOUNT NUMBER \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

The Blue Bird Circle Shop (the "Shop") accepts consignment jewelry on a "drop-off" basis or by appointment. One consignment per account is accepted every thirty (30) days. Only two (2) accounts per household using the same address are allowed. Consignments must meet the following requirements.

Consignor must list each item that constitutes a consignment, and such consignment must contain:

- A minimum of six (6) and a maximum of twenty (20) jewelry items grouped by type
- Items in good condition with no peeling, no loss of finish, broken or missing parts
- Earrings must have backs.
- No necklaces on monofilament line/fishing line
- Items that are priceable for at least \$10.00

Consignor agrees that it is the exclusive right of the Shop:

- To determine if the items brought to the Shop by a consignor meet the Shop's requirement for sale in the Shop
- To determine the price of all items in consignments
- Consignor agrees to the Shop's current markdown policy, also posted in Jewelry Consignment Requirements
- Jewelry consignments require sixty (60) days from the date the consignment was priced
- Consignor will be paid 60% of the selling price of all items sold during the contract period and will be paid by mailed checks only
- There is a \$10.00 minimum on consignment checks lesser amounts may accumulate and pay at a later date
- A \$1.00 processing/handling fee per check will be deducted from each consignor check issued
- There will be a \$5.00 replacement fee for missing or lost checks
- Checks uncashed after one (1) year of the date of issuance will not be replaced but will be treated as a "Shop" donation
- If a party other than the consignor delivers a consignment, it will not be accepted without a signed contract and complete list of items

The consignor agrees that any consigned items that cannot be priced by the Shop or those items that have not sold within the dating period of a contract will automatically and with no notice to the consignor, become items irrevocably donated by the consignor to the Shop and the consignor will have no further interest in such donated items.

The consignor agrees and acknowledges the Shop, The Blue Bird Circle and its officers, directors, agents, employees and volunteers assume no responsibility nor liability for the loss or damages to the goods consigned to the Shop including, without limitation, and such loss or damage occasioned by negligence.

By signature below, consignor acknowledges having read and agrees to all terms of this contract.

Date \_\_\_\_\_ Consignor \_\_\_\_\_ Received by \_\_\_\_\_

List attached: \_\_\_\_\_ Yes. \_\_\_\_\_ No

9.16.22

