

### IGGS 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 IGGS 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. Blazers must have embroidered pockets removed and replaced with new pockets and they must be dry-cleaned.
- 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- If an item has not sold after one year, or is superseded the item will be assessed.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 GIRLS'  
GRAMMAR SCHOOL**  
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IPSWICH JUNIOR GRAMMAR SCHOOL

## IPSWICH GIRLS' GRAMMAR SCHOOL

Cnr. Chermerside Road & Queen Victoria Parade, East Ipswich Qld 4305

P.O. Box 16, Ipswich Qld 4305

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E-mail: cottageshop@girlsgrammar.com.au

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# IGGS 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.....

