

CONSIGNMENT FORM

Please ensure to attach a copy of this form to the items you wish to consign. Items can be left at reception or at the Scotch Senior School Swap Shop during opening hours.

Contact Details

Student First Name		Student Surname	
Student Number		Student Email Address	
Current Student?	Yes / No (Please Circle)	Student Form/House	
Parent First Name		Parent Surname	
Parent Home Phone Number		Parent Mobile Number	
Parent Email Address		Parent Postal Address	

Consignment Details

Quantity	Description of items and condition of clothing (i.e. Grey Coat - great condition)	Size	Current uniform? Yes/No (Please select)	Consign or Donate? (We accept items for consignment if they are current, clean, pressed and in good condition. Otherwise we encourage donation)

Consignment Conditions:

1. The Scotch Senior School Swap Shop accepts the following items for consignment provided they are in good condition, clean, pressed and not requiring any mending, buttons or hooks.

Current:

- Grey Suit Coats;
- Red Candy Coats, dry-cleaned with the special pocket removed. Please pin the original pocket onto the coat if it is available;
- Shell Jackets;
- Other Sports Uniforms.

All other items are considered a donation.

- 2. The Senior School Swap Shop will consider items consigned in an unsatisfactory condition (unclean or requiring mending) as **donations.**
- 3. Any uniform items, which become obsolete, will be removed from consignment and donated to Scotch community projects overseas where possible. Please note, recent obsolete items include: All old sports uniforms, old-style slickers and blue year 12 jumpers that have a year embroidered on them.
- 4. Items not sold within two years will be deemed a donation.
- 5. For items sold on consignment, the Senior School Swap Shop credits two thirds of the sale proceeds back to your school account.
- 6. For families who have left the school, a cheque for two thirds of the sale proceeds will be sent out once a year.
- 7. Items with accumulated sales of \$10 or less will be considered a donation.

I understand and accept these conditions:

Full Name	Signature	Date

THE SCOTCH SENIOR SWAP SHOP IS RUN ENTIRELY BY VOLUNTEERS.

PROCEEDS FROM THE SWAP SHOP ARE USED TO SUPPORT STUDENT ACTIVITIES WITHIN THE SCHOOL

AS WELL AS IDENTIFIED CHARITABLE PROJECTS

JUNE 2024