



Second-Hand Uniforms Consignment Note For the Retail Centre

The Canterbury Retail Centre is pleased to provide a second-hand clothing service to our school community. We will accept your garments 'on consignment' for a period of one (1) year. You will receive two thirds of the sale price if the garment sells.

If you wish to utilise our second-hand clothing service, please read the following information and sign to confirm.

- The Retail Centre will accept only clothing that is of **current style and brands** that are sold by the Centre, **which are in new or near new condition**.
- Before submission, items should be checked. Items not accepted include swimsuits and socks. We will not be accepting bags unless they are in exceptional condition.
- All garments lodged must be **washed, pressed and must be presented folded and in bags or on hangers**. Blazers must be on a hanger.
- **Blazers** are to be **drycleaned** and presented with the drycleaning tag still attached. The Retail Centre has facilities for drycleaning, if required, at a cost.

Canterbury requires a standard in the quality of second-hand items for sale. Therefore, the Retail Centre reserves the right to assess each garment and all decisions made regarding uniform submissions are final. All rejected items will be disposed of.

- Payment will be made monthly as follows: -
 - **Past** families will be direct credited into a nominated bank account. Incorrect bank account details at time of process will lead to forfeit of payment.
 - **Current** families will be credited to their school fees account.
- It is your responsibility to notify the Retail Centre of any changes to your contact or banking details.
- The above guidelines are produced to ensure the highest possible standard of uniform is available to our students' whilst maintaining the College standard.
- Garments not sold with the one-year period will be removed from sale and disposed of or considered a donation.

All consignment second-hand items are held at the risk of the owner of the clothing. The management and staff do not accept any responsibility for loss or damage whatsoever or any loss of sale revenue as a result of such loss.

I have read the above for the sale of second-hand garments and acknowledge the terms and conditions as applicable to the receipt, sale, retention and disposal of the items so offered.

Signed: _____

Date: / /

Print Name: _____

Date Consigned: _____ Convenor Signature: _____