

KILBY

HISTORIC SITE

FRASER HERITAGE SOCIETY
BOX 84, 215 KILBY ROAD,
HARRISON MILLS, BC
V0M 1L0
(604) 796 – 9576

To whom this may concern;

We are writing to you today to see if you are interested in consigning with the Kilby Gift Shop at the Kilby Historic Site for the 2018 season. Kilby Historic Site is operated by the Fraser Heritage Society; a charitable non-profit with a volunteer board. The museum, restaurant and gift shop are open seasonally from Easter (March 31st) until Halloween. After Halloween, we open for a couple of weekends in November and December for the Season of the Eagles and our Traditional Christmas Dinner.

We want to make your consignment with Kilby as easy as possible. Lori will be available Tuesday, March 27th and Wednesday, March 28th between 11 am and 4:00 pm for consigners to set up in the Gift Shop. If you can't make it on these days, please phone to make an appointment. We ask that the consignor price their items with a clear price and vendor number, and record their prices on a stock sheet. To avoid confusion we ask that these two numbers are the only numbers that appear on your price tag. Please ensure that your contact information is kept up to date in order to allow for efficient payment. Cheques will be mailed out monthly. While we do our best to prevent it, the Kilby Gift Shop cannot take responsibility for any stolen or damaged items. If you wish to add or remove items during the season, please make an appointment with a staff member to insure there will be someone available to assist you.

The Kilby Gift Shop will retain a 30% commission on all items sold. Your monthly payments will break down this charge for you. There will also be a one-time shelf fee for the season beginning at \$25 and increasing depending on the required space to display your product. The exact amount will be agreed upon by the consignor and consignee when the items are brought in at the beginning of the season. The shelf fee is payable at the beginning of the season. Although we do our best to work with your desired position within the gift shop, we cannot guarantee the same place each season. Please note that your consignment items may be displayed in different areas of the gift shop for better selling options.

If you have any questions regarding consigning at Kilby you can contact me at 604-796- 9576 or giftshop@kilby.ca

I agree to the terms and conditions and wish to consign my items with the Kilby Gift Shop for the 2018 season.

Consignor Name

Kilby Staff Name

Consignor Signature

Kilby Staff Signature

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2018 Kilby Gift Shop Consignment Agreement Form

Vendor Name: _____ **Date:** _____

Please make cheques payable to: _____

Address: _____ **Phone:** _____

City: _____ **Cell:** _____

Postal Code: _____

PST# (if applicable) _____

GST# (if applicable) _____

Email Address: _____

I agree to the terms and conditions and wish to consign my items with the Kilby Gift Shop for the 2018 season.

Consignor Name

Consignor Signature

(Gift Shop Contact Person)

Please make cheques payable to:

Fraser Heritage Society

Vendor Number: _____ *(Assigned by Gift Shop)*

Shelf Fee: _____ Paid?