



On-Site Consignment Contract

Thank you for choosing AuctionsOnSite as your Consignment Assistant! Please review the following personal information to be sure it is accurate.

Consignor: _____ Primary Phone: _____
 Alt. Phone: _____
 email: _____

By signing this contract you, the consignor, affirm and agree to the following terms:

- You are the legal owner of the item(s) and have authority to sell them.
- You will not make any attempt to sell the items on your own while they are in the possession of AuctionsOnSite.
- You are authorizing AuctionsOnSite to sell the item(s) listed on page two on Craig's List and to display at ShipOnSite on your behalf.
- Unless otherwise stated, you agree to allow AuctionsOnSite to determine the starting price for your item(s) based upon our research of comparable items.
- You agree to pay AuctionsOnSite a commission based solely on the sale price of each item listed. The commission of 30% will be withheld from the proceeds of the sale.
- You agree to complete a W-9 form for any sales totaling over \$600 annually or any single item over \$10,000. ShipOnSite will withhold payment to seller until a W-9 has been completed.
- Any disputes which may arise from this contract will be handled through binding arbitration.

By accepting this contract, AuctionsOnSite agrees to provide the following services:

- Safeguard your items while they are in our possession.
- List your item(s) with as many photographs as are required to illustrate the features and qualities of your item.
- Write complete description designed to capture the interest of potential buyers.
- Promptly respond to all questions from potential buyers.
- Provide all necessary communication with the buyer.
- Handle payment from the buyer.
- If shipping is required by buyer we will package and ship your item(s) promptly after payment is received. All shipping charges are paid by the buyer.
- Promptly handle any issues with regards to the shipment of the item(s).
- Provide you with a check for the sale price of your item(s) less AuctionOnSite's commission ***within 10 days after payment from the buyer is received.*** A detailed accounting of the transaction will accompany your check.
- Notify you should your item(s) not sell. Unless we mutually agree you will have 14 days to pick up your item upon notice of failure to sell or it will become property of AuctionsOnSite.

