



## PARENTS & FRIENDS' ASSOCIATION - SECOND HAND BOOK DEPOT

### CONDITIONS & CRITERIA FOR CONSIGNMENT OF SECOND HAND ITEMS

*We are pleased to provide a second hand clothing service to the school community.*

*Garments are accepted 'On Consignment' for a period of 12 months only.*

*The sale price will be approximately half of the original purchase price with a 30% commission retained by the P&F Association.*

#### CRITERIA

**On behalf of Brisbane Boys' College, the P&F Association upholds a high standard of quality for second hand garments.**

**All garments submitted for consignment must meet the following criteria:**

- All items must be part of the current official school uniform
- Blazers will only be accepted dry cleaned (dry cleaning tag should be left attached as evidence)
- All other items must be freshly laundered
- Stained or damaged garments will not be accepted (no ink, paint, liquid paper, dirt, rips, tears, etc.)
- No threadbare or frayed items
- Due to Health regulations we cannot accept socks, hats (with the exception of Boaters) or swimwear
- No personalised items, for eg. tour bags or tour clothing
- Items may be rejected if they emit unpleasant odors or if pet hair is present

A consignment sheet, individually listing every garment must be completed and signed when submitting items for sale. Consignment sheets are available at the College Shop or can be downloaded from the College Shop Webstore ([shop.bbc.qld.edu.au](http://shop.bbc.qld.edu.au)). Please return your completed form along with your garments to The Book Depot in McKenzie Wing.

The College Shop reserves the right to reject items if they do not meet the criteria. Any items deemed to be unsuitable can either be donated or collected. The decision regarding acceptable items for second hand sale is final and garments not acceptable will be available immediately for collection or disposed of in an appropriate manner. (We support local charities and families in need)

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.

**By signing the consignment sheet, you are agreeing to our terms and conditions.**

#### PARENT PAYMENT

The consignment will be paid out once **ALL GARMENTS** listed have been sold or on expiration of the 12 month holding period. Payments will be made via direct deposit into your nominated Bank Account only.

#### DONATION OF UNSOLD ITEMS

Second hand items will be held on consignment for a period of 12 months only. After this date, any unsold items can either be donated to the P&F Association or collected.

If you wish to donate your unsold items to the P&F Association please tick the box on the consignment sheet. By ticking this box you agree to an automatic donation of your unsold items after 12 months and you will not be contacted. Thank you for supporting the P&F Association.

***All queries regarding Second Hand Uniforms should be directed to The Book Depot on  
[t] 3309 3540 or [e] [bookdepot@bbc.qld.edu.au](mailto:bookdepot@bbc.qld.edu.au)***



## College Shop - Second Hand Uniform Consignment

Date Submitted: \_\_\_\_\_ Student No: \_\_\_\_\_

Student Name: \_\_\_\_\_ Ph Contact: \_\_\_\_\_

### BANK ACCOUNT DETAILS:

BSB \_\_\_\_\_ Account Number \_\_\_\_\_

CUSTOMER TO COMPLETE THIS SECTION		COLLEGE SHOP TO COMPLETE THIS SECTION			
Item Description (Each item to be listed separately)	SIZE	A=Accepted R=Rejected	Sale Price \$	S=Sold N=Not Sold	Amount Paid

I have read the policy document for the second hand uniform consignment and agree to the terms and conditions outlined.

☐ I agree to donate any garments to the P&F Association if they remain unsold after a period of 12 months

☐ I agree to the cost of Blazer dry cleaning and/or replacement pockets to be deducted from the sale price

Customer Signature: \_\_\_\_\_

### OFFICE USE ONLY:

ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

TOTAL AMOUNT PAID: \_\_\_\_\_ DATE: \_\_\_\_\_