



2020 - 2021 Consignment Calendar

CONSIGNOR HOTLINE: Call after 4pm the day before to find out what is being accepted: 941-364-3858, press 1

Miscellaneous • Clothing • Linens • Wild Card

SEPTEMBER 2020

S	M	T	W	T	F	S
		1	2	3	4	5
6	7*	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

*Labor Day - Closed

OCTOBER 2020

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2020

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26*	27	28
29	30					

*Thanksgiving - Closed

DECEMBER 2020

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25*	26
27	28	29	30	31		

*Christmas Day - Closed

JANUARY 2021

S	M	T	W	T	F	S
					1*	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

*New Year's Day - Closed

FEBRUARY 2021

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH 2021

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL 2021

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY 2021

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31*					

*Memorial Day - Closed

JUNE 2021

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

JULY 2021

S	M	T	W	T	F	S
				1	2	3
4*	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

*4th of July - Closed

AUGUST 2021

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

We reserve the right to change the consignment calendar. Consignments are 59 calendar days (including weekends & holidays). Reclaiming of items must be done Monday-Friday, 9AM-12PM. The Business Office is closed on Saturdays.

Consignment Guidelines

Everything you need to know to be a great consignor!

General Consignment

Once you've signed a contract and have been issued your personal account number you're ready to start consigning with us! By following these guidelines you'll realize that consigning at The Exchange is a simple and easy process that's worthwhile and profitable for all.

Tools of the Trade

All the necessities for a successful and efficient consignor.

- ✓ **Beige masking tape & ballpoint pen** - for labeling every item you consign with your account number.
- ✓ **Intake slips** - these are to be filled out for each category of items consigned and can be printed out from our website: **sarasotawex.com**
- ✓ **Measuring tape** - so you can measure and properly label all your linens and artwork.
- ✓ **Camera** - for taking pictures of furniture to email to us for approval.
- ✓ **Consignment Calendar** - so you'll know what category we're accepting on each consignment day. Available in the Business Office or on our website: **sarasotawex.com**.
- ✓ **Consignment Hotline** - Call (941) 364-3858, then press 1, after 4pm the day before so you'll know exactly what we're accepting.

Consignor Online Access

Go to **sarasotawex.com**; click on **Consignor Login**.



Seasonal Consignments

Please make note of these seasonal acceptance months:

- ▶ **Winter Clothing:** October, November, December
- ▶ **Furs:** October, November, December, January, February
- ▶ **Holiday Items:** Holiday items will only be accepted during the 45 days prior to the month in which the holiday falls.
- ▶ **Note:** Holiday items **EXPIRE THE DAY AFTER THE HOLIDAY. NO EXCEPTIONS.**

Furniture Consignment

We **require photos** of all furniture consigned or donated. Email them along with your contact information to **furniture@sarasotawex.com**. Lamps and items the size of a small plant stand can be brought to the furniture office for approval Mon.-Thurs. between 9:30am-12pm.

Large Artwork

Email photos of artwork larger than 3'x3' to **info@sarasotawex.com** and an appointment will be made for you to bring it in for consignment.

Thank you for your cooperation. Your efforts will help The Exchange maintain its reputation as a quality consignment store that attracts shoppers from across the United States and around the world.



Awarding more than \$8 million in grants and scholarships to support the arts since 1962.