



# 2019 - 2020 Consignment Calendar

Call (941)955-7859, then press 1, before coming in to find out what's being accepted for consignment

**Miscellaneous** • **Clothing** • **Linens** • **Wild Card\*** • Consignment Hours: 8:30AM - 12:30PM

## SEPTEMBER 2019

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 2019

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 2019

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 2019

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 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	

\*New Year's Day - Closed

## FEBRUARY 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

## MARCH 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				

## APRIL 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			

## MAY 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

\*Memorial Day - Closed

## JUNE 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					

## JULY 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		

\*4th of July - Closed

## AUGUST 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						

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-3PM. 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](http://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](http://sarasotawex.com).
- ✓ **Consignment Hotline** - (941) 364-3858, then 1 - so you'll know exactly what we're accepting before you arrive.

## Consignor Hotline

Call 941-955-7859, press 1, before coming in to find out what's being accepted for consignment.

## Consignor Online Access

Go to [sarasotawex.com](http://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](mailto:furniture@sarasotawex.com) OR bring photos to our furniture office Mon.-Thurs. between 9:30am-3pm. 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.

## Fine Art, Jewelry & Clothing Consignment

Appointments are available for fine art, fine jewelry and designer clothing consignment. Please call **(941) 955-7859; ext. 300**, or stop in the Business Office Mon.-Fri. 9am-3pm, to make an appointment with our specialists.

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.*