



**Eco-Industrial Hub:**  
1566 Howard Street  
San Francisco, CA 94103  
(415) 252-1177

**Eco-Model Home:**  
728 Cole Street  
San Francisco, CA 94117  
(415) 242-6041

**Office Headquarters:**  
MatterOfTrust.org  
99 Saint Germain Ave  
San Francisco, CA 94114

[matteroffrust.org](http://matteroffrust.org)

[team@matteroffrust.org](mailto:team@matteroffrust.org)

## Matter of Trust Eco-Hub Gift Shop / Online Store Consignment Agreement

Consignor Name \_\_\_\_\_ Consigner EA ID \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

### Terms:

- All items should be clean
- A written description and photos provided
- Items must meet at least 2 of our product requirements listed below:
  1. Organic or Natural
  2. Handmade
  3. Produced or Owned Locally
  4. Small Business
  5. Supports a Charity
  6. Recycled Materials
- All parts must accompany items and electronic/electrical equipment must be in working order
- Item can remain on the floor for up to 90 days. It is your responsibility to pick up prior to this time or make arrangements with the store. Additional days can be made by mutual agreement.
- Matter of Trust (MOFT) will only pay on sold items.

### Pricing:

Pricing established by MOFT and Consignor. Occasionally items may be placed "on sale" to promote sales. Consignor will be notified for approval to discount an item or put it on sale.

Communications:

We use email as a primary method of communication. If you do not use email, please call us if you require any information. We do not guarantee the delivery of email, but we will do our best to keep you informed.

Payment:

Accounts are paid on the agreed time, last day of the month. Consignors will receive \_\_\_\_\_ % of the sale price of each item sold. Store recommended split 70% Consignee / 30% MOFT

Transportation:

If you require pickup on any item, a fee may be required to cover costs.

Consignment Agreement Items

Item & Amount	Cost	Notes/EA Gift #

Matter of Trust, its principals, agents, and / or employees are not responsible for lost, stolen, or damaged items, loss from fire, natural disaster or ANY OTHER REASON WHATSOEVER. There will be no payment or concessions made if any of the above situations occur.

I have read and agree to the conditions of this agreement.

Consignor's Signature \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Matter of Trust Staff Member Signature \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_