

**EASTERN CAPE CRAFT COLLECTION**

**CONSIGNOR CONTRACT**

1. ***Consignment Product Selection***

The Eastern Cape Craft Collection shop’s management team will be responsible for the selection of all craft products on consignment. Only craft products from Eastern Cape based craft practitioners or enterprises will be considered for selection. Craft products have to be of a high standard and high quality workmanship. Craft products have to be unique and innovative. All consigned work must be original in design and made by the consignee.

1. ***Pricing and Payment terms***

* The craft practitioner or enterprise determines their products retail prices. In the event of sale, the craft practitioner or enterprise will receive the amount as set by them.
* All craft products must be clearly marked with the price, as well as the crafters name and details.
* The Eastern Cape Craft Collection shop will only accept products that are listed accurately on a detailed stock list (describing each product and the price) with their stock.
* All payments to craft practitioners for sold products will be done within 45 days of sale. The payments will be done via EFT.
* Craft products that are not sold within 4 months of receipt could be returned to the craft practitioner or enterprises. Crafters must pick up and deliver their own products to the Eastern Cape Craft Collection shop in Old Transkei rd, Nahoon, East London during shop hours.

1. ***Accounting***

The Eastern Cape Craft Collection shop will provide each craft practitioner or enterprise with a list of all sold goods at the end of each month.

1. ***Loss or Damage to products***

The Eastern Cape Craft Collection shop will be responsible for any loss or damage to any consigned products whilst on the shop premises. In event of damage (if the damage cannot be restored) or loss the craft practitioners shall receive the same amount as if the craft product had been sold at the price set by the crafter or enterprise.

1. ***Risk and Insurance***

The Eastern Cape Craft Collection shop will insure all stock for its full wholesale price.

1. ***Transportation of craft products***

Craft practitioners or craft enterprises are responsible for all transport costs to get craft products to, as well as fetch unsold products to the Eastern Cape Craft Collection Shop in Old Transkei Road, Nahoon East London.

1. ***Promotion***

The Eastern Cape Craft Collection shop will undertake to promote the craft enterprise, which will be clearly labelled on each product.

1. ***Reproduction***

The craft practitioner or craft enterprise reserves the copyrights to each of their products. The shop may photograph the products to publicize and promote the products and the shop.

1. ***Duration and Termination of Consignment***

The craft practitioner and the Eastern Cape Craft Collection Shop will agree that the initial term of consignment for the craft products shall be for 4 months. Any products not sold after 4 months could be returned to the craft practitioner or enterprise.

1. ***Miscellany***

All modifications, deletions or additions to this agreement must be in writing and signed by both the Eastern Cape Craft Collection Shop and the individual craft practitioner or enterprise. This agreement constitutes the entire understanding between the parties hereto.

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| **ENTERPRISE DETAILS** | | | | | | | | | | | | | |
| **Enterprise Name** | | | | | | **:** | | | | | | | |
| **Trading Name** | | | | | | **:** | | | | | | | |
| **Company Registration Number/**  **ID number of the Owner** | | | | | | :  : | | | | | | | |
| **Income Tax Number** | | | | | | : | | | | | | | |
| **ENTITY TYPE** | | | | | | | | | | | | | |
| **Pease mark with X** | | **(Pty) Ltd** | | **Close Corp.** | | **Sole Prop.** | | **Trust** | | **Co-Op** | | **Other** | |
|  | |  | |  | |  | |  | |  | |
| **White Owned** | | | **Black Owned** | | | | **Women Owned** | | | | **Youth Owned** | | |
|  | | |  | | | |  | | | |  | | |
| **CONTACT DETAILS** | | | | | | | | | | | | | |
| **Contact Person:** | | | | | | | | | | | | | |
| **Tel:** | | | | | | | **Cell:** | | | | | | |
| **Email:** | | | | | | | **Website:** | | | | | | |
| **Physical Address:** | | | | | | | Postal Address: | | | | | | |
| **District Municipality:** | | | | | | |  | | | | | | |
| **EMPLOYMENT INFORMATION** | | | | | | | | | | | | | |
| **Permanent Employees** | | | | | | | **Temporal Employees** | | | | | | |
| **No. of Females** | **No. of Males** | | **No. of Youth** | | **No. of Disabled** | | **No. of Females** | | **No. of Males** | | **No. of Youth** | | **No. of Disabled** |
|  |  | |  | |  | |  | |  | |  | |  |
| **Signature:**  **Name of Signatory:**    **Date:** | | | | | | | **List of Documents to be attached:**   1. **Registration documents** 2. **ID docs for owners/shareholders** 3. **Tax Clearance Certificate** 4. **Accreditation certificate if any** 5. **Proof of residence** 6. **Import/ Export Certificate if any** | | | | | | |

**Eastern Cape Craft Collective Shop**

Authorized signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name and surname: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agreement is made this \_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(month and year) by and between the Eastern Cape Craft Collection Shop located at shop 2, Nahoon Shopping Centre, Old Transkei Rd, Nahoon, East London and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Craft practitioner), from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Business Name) located at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Area).