

This Agreement is entered into by and between Passionate Artisans (PA) and _____.

1. RENTAL PERIOD: a) The Artisan agrees to consign their products with PA for the term of August 1st to December 31st, 2016. b) The Artisan has provided the necessary banking information to facilitate this. c) PA does not own, and assumes no liability for the loss, damage or destruction of any item consigned.
2. PAYOUTS: a) PA will payout sales, less the ___ commission agreed upon on the 15th of every month for the previous month by direct deposit into the bank account provided, by interact email or in cash for sales \$50.00 or under. c) A month is considered to be the 1st until the 30th/31st of the month.
3. HST REMITTANCE: a) PA will remit all taxes collected on Sales unless an Artisan is already registered for HST, whereby their portion of HST will be included with their sales payout. Registered HST#: _____
4. OWNERSHIP: a) The Artisan acknowledges that PA does not own the Artisans merchandise and that the Artisan is solely responsible for their own insurance for the store and any items purchased that may cause harm to the purchaser. b) The Artisan agrees that inventory in the store is for the store and will remain for the contract term.
5. RENEWABILITY: This Consignment Agreement is renewable at the sole discretion of PA. b) Artisans must disclose where else they are retailing their items in Kingston before signing.
6. PRICING: a) It is the sole responsibility of the Artisan to price and tag all product for sale and provide a detailed inventory list so that PA can barcode each item. b) The Artisan will maintain enough inventory to sustain a credible display.
7. PROMOTION: a) The Artisan agrees to promote and advertise that their product is at PA through the Artisan's own networks including; website, events, shows and Facebook. b) If the consignor is not promoting PA through networks they will be asked to leave. c) PA agrees to promote, advertise and endorse the Artisan and their products through events, media, networks, marketing endeavors and selling in the store.
8. HOURS: a) The Artisan and PA acknowledge that the store is open 7 days a week with the exception of statutory holidays.
9. BUILDING: a) In the event that the building is sold or the lease is terminated, PA will give the Artisan 60 days' notice terminating the retail contract.
10. SALES REPORTS: a) Weekly sales reports will be emailed of items sold on Mondays. A sales report will be initiated after one item has sold during the current month.
11. RECORD KEEPING AND FOLLOW-UP CALLS: a) PA will keep inventory and records through our BCSS POS system. b) The Artisan is required to keep their own records as well and respond to correspondence in a timely manner.
12. MANAGEMENT: a) The Artisan acknowledges that PA and its management team, shall have the sole and exclusive right to manage, merchandise, relocate merchandise, operate, supervise and otherwise deal with the facilities, services and staffing for PA.
13. RESOLUTIONS: a) All transactions and resolutions to disputes will take place in Kingston, Ontario.
14. FREIGHT: a) The Artisan is responsible for their own freight to and from the store.
15. **ARTISAN PARTICIPATION: The Artisan agrees and abides to the terms and conditions to the new amendment (page 3) to this contract to retain their space in PA's store.**

Sales Deposits & Rental Payments

12. Direct Deposit/Withdrawals

a) Cancellation of agreement clause – A PAD agreement shall include cancellation information to the effect that the Payor may revoke your registration authorization at any time, subject to providing **21 days written notice**. You may obtain a sample cancellation form or further information at their financial institution or by visiting www.cdnpay.ca

b) Recourse/Reimbursement statement – You have certain recourse rights if any debit does not comply with this agreement. For example, you have the right to receive reimbursement for any debit that is not authorized or is not consistent with this PAD agreement. To obtain more information about your recourse rights you may contact your financial institution or visit www.cdnpay.ca.

Please attach Void Cheque, Bank authorization form or enter Banking info here:



Institution # _____ Transit# _____ Account# _____

Name on Account: _____

Artisan Signature/Authorization: _____

HST sign off for Passionate Artisans Consignment Vendors

I _____ operating a business as
_____ confirm that I am registered for HST,

And I will remit the HST on my sales.

HST# _____

Signature: _____ Dated: _____

Amendment and additions to PA Contract July 15, 2016

1. For the rest of the 2016 season, Artisans are required to work at least one day in the store, Saturday or Sunday every 6 weeks. You are welcome to work more. Clients enjoy talking with the Artisan and that translates into more sales and store interaction especially for the upcoming Christmas season. PA will promote when the Artisan will at the store and PA expects the Artisan to promote themselves through their networks. There will be certain duties that the Artisan will be required to do while at the store. PA will also provide space for the Artisan to work on their craft and do demonstrations while the Artisan is at the store. We also encourage artisans to host open houses for their clients in the evenings as day time hours are not always practical from some patrons. This will ensure a prosperous Christmas season for the store and Artisan, plus it allows us to be open Sunday's.
3. If an artisan does not show up for their shift, they automatically forfeit their space and their contract will be revoked immediately.
4. The commission rate will drop to 35% after the Artisan has worked their first shift.
5. There is now a \$20.00 monthly fee for advertising costs per Artisan. This enables us to pay for advertising in local newspapers, on FB, place radio ads, pay for the website and finance other advertising initiatives along with individual promotion by the Artisans. The \$20.00 will be deducted from your sales each month.
6. We will also have space available to conduct workshops that is available to our Artisans. It will operate on a 50/50 split for the Artisan and PA. If you are interested in conducting a work shop please email us in advance so that we can schedule and help you promote the class through PA networks.
7. Artisans that would like to participate more or have the time, a better commission rate of 20%, may join the Passionate Artisans Leadership Team and be assigned a job within PA that you will be responsible for the Artisans. Those areas are as follows. (a second person may volunteer to help the main contact person). This includes one meeting a month. If you are interested please let Lynda know and we can make an appointment to go over what is involved.
 - Artisan Jury/Contracts/Website/newsletter: Carolyn Barnett
 - Staffing/scheduling workshops:
 - Artisan correspondence/reports/settlements, inventory control/entry:
 - Social Media/PA Advertising/promotions: Lynn Smith
 - Finance (account receivables/payables) Lynda Prescod