

CONSIGNMENT STOCK AGREEMENT

1. Suppliers are advised to read this agreement in detail; this agreement outlines the terms under which Readings accepts stock for sale by consignment suppliers, and must be completed, signed and returned to the store with the first stock delivery. The agreement should be co-signed by the Readings staff member who accepts the delivery. Suppliers are required to provide their details (including bank account information) on the attached form.
2. No unsolicited goods will be accepted. Suppliers should offer a sample copy of their title to Readings' Buying Department in the first instance. Buyers will then assess the suitability of items offered for sale by consignment suppliers, and will decide on their appropriateness for our store, as well as the number of copies the store can carry. Buyers' decisions regarding supply are final. All consignment stock will be ordered by our Buying Department via an official Purchase Order sent by email to the supplier. No deliveries of stock will be accepted unless it has been ordered by the Buying Department via Purchase Order.
3. Every delivery of stock must be accompanied by a Tax Compliant Invoice which quotes a corresponding Purchase Order (PO) reference number. No stock will be accepted without a Tax Compliant Invoice.
4. Books are to be bound properly i.e. they should not be easy to damage and should not deteriorate through general shelf-life wear.
5. Goods that are pornographic, homophobic or racially offensive will not be accepted. Any decision made on these matters, however arbitrary, will be final.
6. Suppliers with an ABN must declare it on the attached form, and on each Tax Compliant Invoice. Suppliers without an ABN are required to submit a "Statement by Supplier (Reason for not quoting an ABN)" form (ATO Form reference number NAT 3346) with first delivery.
7. Consignment Stock will be displayed for sale in Readings for a minimum of two months. After this time, unsold items will be removed from the shelves for return to the supplier, and payment will be arranged for any stock that has been sold. Payment for stock will be made only through Readings' Accounts Department via Electronic Funds Transfer (EFT). Readings does not pay for stock in cash or cheque.
8. The collection of unsold stock is the responsibility of the supplier. Once stock has been removed from the shelves, a staff member from Readings will contact the supplier to inform them that goods are awaiting collection. If collection of unsold items is not arranged within two weeks, remaining stock will be donated to one of our favourite charities.
9. Unfortunately, like all retail outlets, Readings experiences theft from time to time. Readings does not accept responsibility for items which may be stolen from our stores.

Anthony J. Langford

(SIGNATURE OF SUPPLIER)

(FOR READINGS PTY. LTD)

Anthony J. Langford

(PRINT NAME CLEARLY)

(PRINT NAME CLEARLY)

CONSIGNMENT STOCK SUPPLIER INFORMATION

Name of Supplier: Anthony J. Langford

Contact Name : _____

Contact Address : P.O. Box 25
Belfield Postcode: 2191Phone: 0403 296992 Fax: _____Email: anthonyjlangford@yahoo.com.auABN: Is the supplier registered for GST ? YES NO

OR

Please complete the Statement by a Supplier: Reason for not quoting an ABN form on the next page.

Invoice Number: 00067Title: Caged Without Walls Qty: 5Author: Anthony J. LangfordCost Price: \$ _____ (inc. GST) RRP: \$ 19.00

Readings only pays suppliers via electronic funds transfer (EFT). Please provide your bank account details below.

BSB No: Account No: