

CONSIGNMENT INVENTORY RETURN POLICY & FORM

Consignor Details

Company/Name:

Contact Person:

Address:

Phone/Email:

Consignee Details

Company/Name:

Contact Person:

Address:

Phone/Email:

Consignment Return Policy

- 1. Return Period:** All unsold consignment inventory must be returned or accounted for within _____ days of the end of the consignment period, which is scheduled for _____.
- 2. Condition of Goods:** Returned items must be in their original condition, unused, and with all original packaging and tags intact. Any items deemed damaged, modified, or unsellable by the Consignor will not be accepted for return and will be billed to the Consignee at the agreed consignment rate of _____%.
- 3. Shipping and Logistics:** The cost of shipping, handling, and insurance for returning the inventory shall be the sole responsibility of the _____. Risk of loss or damage during transit remains with the sender until received and signed for by the recipient.
- 4. Reconciliation:** Upon receipt of the returned inventory, the Consignor will conduct an audit within _____ business days. A final reconciliation statement will be issued, detailing sold items, returned items, and any outstanding balances due.

Inventory Return Form

Item SKU/ID	Description	Qty Sent	Qty Sold	Qty Ret.	Condition / Notes

By signing below, both parties acknowledge and agree to the terms of the consignment return policy and verify that the quantities and conditions listed in the form above are accurate.

Consignor Signature

Authorized Signature

Printed Name & Title

Date

Consignee Signature

Authorized Signature

Printed Name & Title

Date