# HOW TO CONSIGN WITH STYLETRIBUTE

Thank you for expressing interest in consigning your items with **StyleTribute**. We're excited to guide you through our process to ensure a seamless experience for you.

# **Step 1: Selection**

Select the items you wish to consign. To ensure they meet our criteria, please refer to the following checklist:

- Brand Acceptance: Please review our list of accepted brands below to ensure your items are eligible.
- Category Acceptance: We are currently not accepting collections for kids and men. For women, please note that we will not accept any clothes and shoes starting April 1st.
- Condition: Items must be in new with tags or excellent condition.
- Quality: Ensure items are free from stains, tears, scuffs, or damage.
- Accessories: Items should ideally come with all accessories, including the original dust bag, box, and/or authenticity card and receipt.

BALENCIAGA	CHLOE	HERMÈS	PRADA
BOTTEGA VENETA	CHOPARD	JACQUEMUS	SAINT LAURENT
BOUCHERON	DIOR	LOEWE	TIFFANY & CO
BURBERRY	DOLCE & GABBANA	LORO PIANA	VALENTINO
BVLGARI	FENDI	LOUIS VUITTON	VAN CLEEF & ARPELS
CARTIER	GIVENCHY	MIU MIU	YVES SAINT LAURENT
CELINE	GOYARD	MULBERRY	
CHANEL	GUCCI	OMEGA	

## **TALK TO US**

+65 9159 3853 102F Pasir Panjang Rd #04-07 Citilink Warehouse Complex, Singapore 118530





## **Step 2: Contact Us**

To initiate the consignment process, please reach out to us via **sellersupport@styletribute.com** or WhatsApp us +65 9159 3853. Provide us with your full name, phone number, and email address along with a few photos of the items you are looking to consign. Upon receiving this information, we will create a **unique 7-digit collection number** for you, such as SG3333V.

# Step 3: Drop-off

Once your collection number is created, you can drop off your items at our designated location. Please include a note inside the package with the following details:

- Your collection number
- The number of products you are consigning
- Your estimated payout expectation for these items

## **Step 4: Acknowledgment**

After receiving your items, we will provide you with an **Acknowledgment of Received Goods.** This document will list the number of items we have received from you along with your collection number. You will also receive a copy of this acknowledgment via email for your records.

# **Step 5: Processing and Listing**

Our expert team will carefully inspect, authenticate, price, and photograph your items within 15 to 20 working days. Once this process is complete, you will receive a consignment agreement via email. Simply click on the approval button to start selling.

Your items will be listed online within 2 to 3 business days after your approval. If you are unsure about the pricing, feel free to let us know. We are committed to transparency and are happy to discuss the pricing with you.

We encourage sellers to approve with the fast track option, allowing us to mark down the prices if the items do not sell within the first 3 months. These items can the marketed through our markdowns page for better visibility.

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## Where can I see my listed items?

Log into <u>your account</u> on StyleTribute to access your virtual wardrobe and track the status of your items.

# What happens after the minimum consignment period of 4 months?

You have the option to change the selling price or have the items returned. If you choose to withdraw your items early, an administrative fee of 15 SGD will apply.

#### What happens when my item sells?

You will receive an email notification informing you of the sale. After the 14-day free return policy period, you will receive another email confirming the sale and asking for your payment preference (bank transfer or ST Credit with 10% Bonus).

#### What's the commission structure?

We offer a fixed payout regardless of the selling price, allowing us to adjust prices based on market demand.

## What about my declined items?

You can choose to pick them up, have them shipped back to your address, or donate them to our partner charities.

At StyleTribute, we aim to provide a transparent and efficient consignment process. If you have any further questions or need assistance, please do not hesitate to contact us. We look forward to working with you!

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