GALLERY of GIFTS CONSIGNMENT FORM 2026 *page ___ of ____*

Library Arts Center Gallery & Studio

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS.

NAME:

Check for sales should be made payable to:
***if different from the name listed above*

MAILING ADDRESS:

PHONE: **EMAIL:**

Your payment will be sent to the **mailing address listed here. An address must be given on at least the cover page of your consignment forms. . Please be sure to les us know if your mailing address changes before the end of the show.*

You will need a record of your inventory numbers if you replenish/re-stock your inventory.

You may use additional pages, as needed. ***Make a COPY or screenshot of this form for your records.***
Please ***use a new form for EACH additional batch of inventory after the opening of the show.***

CHECK IN	CHECK OUT	Quantity	Artist's Initials	ITEM #	RETAIL PRICE	Item Description	
		10	*JAS*	*001*	*$36.00*	*Earrings* ***(*EXAMPLE LINE*)***	
FOR							
ARTS							
CENTER							
USE							
ONLY							
FOR							
ARTS							
CENTER							
USE							
ONLY							

PURPLE TAG DONATION ITEMS

Please use the section below to list any "purple tag" items you are **DONATING**. *Sold Purple Tag items will be a 100% donation to the Library Arts Center. You do NOT need to assign an inventory number to your purple tag items—our staff will assign a special inventory number to these items, but please list the price. Thank you for your generosity!*

				INVENTORY # NOT NEEDED			
				INVENTORY # NOT NEEDED			

INVENTORY listed on this form was dropped off on DATE: _____

Please ***use a new form for EACH additional batch of inventory after the opening of the show.***