

GIFT

Saddle Creek – Designer Contract

GIFT in Saddle Creek is the continuation of a highly successful Christmas popup shop last year. Gift is a collective retail venture with the costs of operating the store shared among all the designers, artisans, and makers selling their work there.

Selling at GIFT Saddle Creek gives you a convenient retail presence to service the local market and introduce your brand to new local customers. Operating as a store-within-a-store, each designer will have dedicated space to showcase their brand to the world.

Terms and Conditions of Participation:

- **Contract Period** – Each designer must commit to lease space for 6 months. Our planned opening date is **March 15, 2018** so your contract will be for 3/15/2018 to 9/15/2018 after which you can renew.
- **Merchandise** - GIFT is a family-friendly shop and we reserve the right to refuse any merchandise deemed unsuitable at our discretion including but not limited to products with offensive or pornographic language or imagery, alcohol or alcohol-related products, products with copyrighted images, logos, or verbiage; products with verbiage or imagery related to the occult. If you are unsure if your products meet these standards, please email us a photo of your product and we will advise you. GIFT reserves the right to limit the number of vendors in a particular category (ex: jewelry) to ensure a diverse selection.
- **Fee Payment** - Once accepted to participate in GIFT, you are obligated to be a fee-paying, actively participating member of the collective for the duration of your contract period.
- **Rental Fees are due by the 20th day of each month.**
- **Late Fee** - There will be a \$25 late fee assessed for all unpaid rental fees on the 21st of the month. There will be another \$25 fee assessed if fees are not paid by the last day of the month. Any designers with unpaid rental fees by the 1st day of the next month, we will remove your items from the sales floor.
- **Commission** - GIFT will collect a 20% commission on all items sold. Please price your items to include this selling expense to ensure that you earn a profit.
- **Working in the Shop** – Designers who work in the store 16 hours a month will get their commission rate reduced to 10%.
- **Payment** - Checks will be distributed the 15th of each month for all sales made the previous month less the store commission. If you prefer, GIFT will send your funds via PayPal. If you want to use PayPal please let us know when you join.

Store Hours *(may change as business needs dictate)*

- Monday = Closed
- Tuesday – Saturday = 10am to 8pm
- Sunday = Noon to 5pm

GIFT

Saddle Creek – Designer Contract

Fixtures / Lease Rates

The cost to sell in the store will be based on the fixture/space. The rates are listed below:

RENTAL REVENUE BY LEASE ALLOCATION			
Unit	Details	Units	Rate/Month
Boutique - Full	4ft wide	2	\$375
Boutique - Half	4ft wide	24	\$188
Boutique - Single Shelf	4ft wide	24	\$100
Ikea Table	39' x 23'	4	\$210
Metal & Glass Shelf Unit	6ft tall	4	\$165
Food Brand Shelf Space	Wire Shelf	10	\$75

GIFT is using a store-within-a-store concept with each designer having their own dedicated display space. Designers are responsible for merchandising your store, having appropriate signage, and keeping it stocked with products.

We're having the boutique units built for us and they will be similar to those in the photos below. There are a variety of fixture options that can be used with them including shelves, face-out bars, hooks, etc. These units are being built locally and be similar to those below:



The boutique units won't be ready when the store opens so if you choose one of these units you have the option of bringing your own 4ft table fixture until they are ready.

GIFT

Saddle Creek – Designer Contract

Local Food Brands

Food brands have the option of leasing a boutique or being co-located on ventilated wire shelving the same as we had in the Christmas popup.

Online Store

We want to have an online store but there are additional costs to have cohesive product photos taken which are needed for a good online shop. We've reached out to some local product photographers and will let everyone know as soon as we have the costs.

For the online store we will only post products where the designer has or can make sufficient quantities (10 or more) for it to make sense.

POS & Inventory Management

Each designer selling at GIFT will be assigned a designer id# and need to complete a Microsoft Excel spreadsheet template for our inventory system. When you check-in you will need to bring a printed copy with you so the sales team can verify the inventory counts.

Other Opportunities

There are a lot of roles to fill to make the shop a success. Designers who commit to a function will receive a 5% discount in the commission rate on items sold the next month.

Social Strategist – take photos of items in the store and post to our social media accounts

Event Manager – this role is responsible for brainstorming special events that we can host within our budget and managing the event. Depending upon the event it could be engaging teachers, setting up tables & chairs for classes, buying supplies needed for events, and working with our social media strategist to promote the event etc.

**For more information, please Visit us online at www.GiftMemphis.com
or email us at modernmadememphis@gmail.com**