

[Your Name]
[Your Position]
[Your Jewelry Store Name]
[Your Store Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[Supplier's Name]
[Supplier's Company Name]
[Supplier's Address]
[City, State, ZIP Code]

Dear [Supplier's Name],
Subject: Consignment Agreement

I am writing to formalize our agreement regarding the consignment of jewelry supplied by [Supplier's Company Name] to [Your Jewelry Store Name].

****Consignment Terms:****

- ****Items Consigned:**** [List the specific jewelry items or collections]
- ****Consignment Period:**** [Start Date] to [End Date]
- ****Percentage Split:**** [Specify the percentage of sales that will be returned to the supplier]
- ****Payment Terms:**** [Specify how and when payments will be made to the supplier]

****Responsibilities:****

- [Your Jewelry Store Name] will display the items in a prominent area and handle all sales transactions.
- [Supplier's Company Name] is responsible for providing quality items that meet agreed-upon standards.

****Reporting and Inventory:****

We will conduct regular inventory checks and provide sales reports every [specify frequency, e.g., month].

Please sign and return a copy of this letter to confirm your acceptance of the terms outlined above.

Thank you for your partnership, and I look forward to a successful collaboration.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Position]