[DATE]

Contact Name

Address

Address2

City, State/Province

Zip/Postal Code

**RE: SALE ON CONSIGNMENT ACKNOWLEDGMENT**

Dear [CONTACT NAME],

This letter admits that the goods described on the attached invoice or order [NUMBER] are shipped on a consignment basis.

If you are unable to sell all of these goods, for full credit you must return to us, at your expense, any that remain unsold.

We retain the right to repossess any unsold goods at any time. You also agree to execute any financing statements, as we may from time to time require, to prove our title claim to said goods.

Any goods that you do sell will be paid on the terms stated in our invoice.

Kind Regards,

[YOUR NAME]

[YOUR TITLE]

[YOUR PHONE NUMBER]

[YOUREMAIL@YOURCOMPANY.COM]

Acknowledged:

Customer