

12 TIPS FOR A SALON OWNER TO CONSIGN TO A BOUTIQUE OWNER



1. Make sure the product fits the esthetic of the salon.
2. Have a good clear contract agreement.
 - Clear expectations of each party
 - Evaluation criteria to set goals and expectations
 - Signature of all parties and dated confirming agreement
3. **Educate staff:** Make sure you have the staff to work in the boutique area.
 - Your stylists are busy and won't have time for fitting room discussions, putting items back, and redressing mannequins.
 - Train staff on product education
 - Train and test staff on transactional processes
 - Remember, the experience your customers have with your staff determines their loyalty. A confident staff reduces errors for the business and the customers.
4. **How will you take payments?** Will you run them all through the salon POS and give a commission percentage to the boutique owner. If they use their own POS then they may want to consider "Booth Renting" instead of consignment.
5. **Have a good software program** to help with inventory and to calculate commission percentage. Preferable one that you both can log into to see real time inventory.
6. **How will you pay?** Clearly establish this in the contract agreement.
 - Bi-weekly?
 - Monthly?
7. **Who provides the display decor?**
 - If the boutique does, make sure it fits the image and branding of the Salon.
 - If not, you may want to consider providing the display tables, racks, jewelry displays etc.
8. **Carry insurance or have a "non-liable" clause** in the contract agreement. Check with your insurance agent if their items are covered under you in the event of a fire, flood, storm etc.
9. **Address how issues of theft, damages, or misplaced items will be handled.**
10. **How many times a week or month will the boutique be responsible for restocking the shelves and changing out displays?**
 - Set specific dates and times that work for the salon owner (not to disrupt busy times inside the salon)
11. **Address how the boutique area will be redisplayed when products sell and who is responsible for that.**
 - Ex: a top sells off the mannequin.
12. **Have a termination policy.** Ultimately it is their business inside your business so if things do not work out, you have the option to terminate the contract as you see fit.