



My Sister's Closet is **The Semi-Annual Women's Consignment Sale**

that provides women the opportunity to consign new and gently used Designer Apparel, Shoes, Accessories, and Home Decor' items. *MSC* strives to provide the optimal shopping experience for women by providing complimentary fashion consultants during the sale to assist them in their wardrobe decision making.

As the Owner of *MSC*, I would like to extend an invitation for you to join us as a Volunteer Fashion Consultant at our Summer 2010 Consignment Sale at The Richardson Civic Center in Richardson, Texas. The Sale dates are Friday June 11th thru Monday June 14th 2010. Although this is a volunteer opportunity, Fashion Consultants will be provided with numerous opportunities for advertisement, marketing and professional growth!

As a Volunteer Fashion Consultant, your role will be to assist women on the sales floor in choosing clothing, accessories and shoes that will flatter their lifestyle, figure and budget! In exchange for a fifteen (15) hour commitment of time, consultants will receive a photograph and professional biography displayed as a presentation at the entrance of the sale. This will include literature space to showcase personal or company flyers/brochures and business cards. You also have the opportunity to generate new clientele and future business prospects through networking and connecting with professional women at the Consignment Event and with a 6 month Web Ad on our *Design/Image Consultant* Page on our website at **www.msccsale.com**

Attached is an application for your consideration. I encourage you to explore our website to learn more about our company! Feel free to contact me with any questions, concerns or suggestions. Thank you for considering *MSC* and I look forward to working with you and establishing a very lucrative business relationship!

Sincerely,

Emily M. Bailey

ebailey@msccsale.com



120 East FM 544
Ste. 330
Murphy, TX 75094
www.msale.com
Fax- 1-888-427-4572

CONSULTANT APPLICATION

Name/Title: _____

Company Affiliation _____

Address: _____

Phone Number: _____

Brief Overview of Experience/Goals-

Preferred Volunteer Hours (Minimum of 15 hours)

**Friday 06/11/10 (9am-8pm)_____ (Design Set-Up Shift)*

**Saturday 06/12/10 (10am-6pm)_____*

**Sunday 06/13/10 (10am-6pm)_____*

Thank You for Applying to Join the MSC Team!

CONSULTANT CONTRACT

Concluded by: *“My Sister’s Closet”* (Host Company)

Concluded with: _____ (Agency/ Volunteer Consultant)

for the purpose of completing a volunteer marketing opportunity.

Location: Richardson Civic Center~411 W. Arapaho Road, Richardson, TX 75080

§ 1 Duration and Nature of Training

The Volunteer Opportunity will take place during The Semi-Annual Consignment Sale hosted by My Sister’s Closet at the above-mentioned location, as the practical marketing/work-experience weekend.

§ 2 Roles of the Host Company

The Host Company declares itself able to impart practical experience and professional opportunities as fashion consultants, designers, and tailors to the consultant. The Host Company is:

1. To offer instruction, training and opportunity for professional advancement to the consultant during the Volunteer Opportunity duration; including marketing, advertising and professional networking opportunities for the volunteer consultant.
2. To assist the volunteer consultant in her/his efforts to generate new clients and professional networks.
3. To certify confirmation of her/his working schedule and personal conduct during the internship.

§ 3 Obligations of the Volunteer Consultant;

1. To make use of every opportunity to improve her/his field of knowledge.
- 2. To fulfil all training/orientation requirements prior to the beginning of the volunteer’s schedule.**
3. To observe the given working rules and company guidelines, and to manage all tools, instruments, machines and materials with due care and attention.

4. To respect the interests of the Host Company and to observe the codes and practice of confidentiality.
5. **To complete fifteen (15) hours of work for the Host Company during the volunteer opportunity duration.**

§ 4 Cancellation /Termination of Contracts

During the period up to and before thirty (30) days prior to the volunteer opportunity start, both parties may withdraw from contract with written notice. Thereafter any withdrawal from the contract is only possible under the following circumstances:

1. Immediate terminations must be mutual and well founded.
2. Four weeks notice must be given in cases where the volunteer consultant is forced to withdraw due to personal reasons, sickness, withdrawal or dismissal from the consultant's agency or place of design employment.

§ 5 Disagreements, Conflicts

Before resorting to litigation any conflicts arising from the terms of the contract should be arbitrated through consultation among the Host Company, the Volunteer Consultant and Employer or Agency (if applicable).

§ 8 Copies of the Contract

Copies in triplicate of the contract are to be signed by the Host Company, the Volunteer Consultant and a Representative of Employing Agency (if applicable). It is the Volunteer Consultant's responsibility to have copies countersigned and authenticated and to send one copy to the Host Company.

Signature/Date *My Sister's Closet* Representative _____

Signature/Date Volunteer Consultant _____