OWNER CHECKLIST

Your listing, from upload to payout

A one-page companion to the complete Owner Guide.

01 / BEFORE YOU LIST

- ☐ Add payout details
  Dashboard → Payment & Payout: bank routing and account number for Wise payouts.
- ☐ Photograph the garment
  Flat-laid or hung on a neutral background. Up to 10 JPG/PNG images, 10MB each. No children.
- ☐ Complete the listing
  Category, size, honest condition, measurements (or N/A), 5-digit ZIP, shipping and/or pickup. Rent, sell or both on one listing.
- ☐ Read the packing and shipping guide
  Packing, weighing, and carrier options: Packing & Shipping Guide.

02 / WHEN A REQUEST ARRIVES

- ☐ Respond within 2 days
  Accept or decline by 11:59 PM ET on the second day, or the request expires and the Borrower is refunded.
- ☐ Ship or hand off on time
  Ship at the speed the Borrower paid for and enter tracking, or confirm the pickup handoff in the order.

Pack it right: Packing & Shipping Guide · weigh it right: How to weigh and measure your package.

03 / AFTER THE RENTAL

- ☐ Follow the return
  Borrowers pay for tracked return shipping and drop off within 2 calendar days of the end date.
- ☐ Inspect within 24 hours
  Mark Received. File a damage claim with photos if needed; otherwise the deposit is released.
- ☐ Clean and check your payout
  Dry clean before the next rental. Earnings: 80% Owner-Managed or 60% KC-Managed, sent by Wise (net of its fee).

Questions? info@kareenascloset.com

> Shipping is not reimbursed
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> Checkout shipping is the only shipping amount you receive. Enter accurate weight and package dimensions; KC does not cover label costs above what the Borrower or Buyer paid. Packing and weighing help: Packing & Shipping Guide.