

EAST CITY BOOKSHOP

Consignment Agreement

1. East City Bookshop will consider selling books with professional production quality, proofreading and marketing plan; professional cover design and page layout; a UPC code, an ISBN and a spine with author and title.
2. To be eligible for consignment at East City Bookshop, an author must pay a \$25 administrative and shelf space fee each fiscal year.
3. The author is responsible for setting the list price of their consigned books, subject to approval by East City Bookshop. East City Bookshop reserves the right to offer any books at a discount, as part of our frequent buyer's program or any other promotion, at our discretion. The price paid at register, including any discounts, is the "sale price."
4. On any sale of the consigned book, the author will receive 40 percent of the sale price and East City Bookshop will receive the remaining 60 percent.
5. Consignment payments will be calculated quarterly, and payments will be executed within two weeks of the end of each fiscal quarter.
6. The consignment contract will be reviewed at the end of each fiscal quarter, at which time East City Bookshop will evaluate the sales of the consigned book and decide whether or not to renew the agreement.
7. If a consignment contract is not renewed at the end of a fiscal quarter, the author has two weeks to pick up the remaining books, or the author can request that East City Bookshop ship the books at the author's expense. If the books are still in the store one month after the expiration of the consignment agreement, East City Bookshop reserves the right to dispose of them as it sees fit.
8. East City Bookshop is not responsible for losses due to theft, or for any wear and tear on any copies of the consigned book.
9. Prospective consignment authors must complete the following form, and return it to East City Bookshop, in order to qualify for consignment. East City Bookshop will consider applications on a quarterly basis.
10. Please complete an individual form for each title to be consigned.

Please see the following page for the consignment application form.

EAST CITY BOOKSHOP

CONSIGNMENT APPLICATION

Book Title: _____

Suggested List Price: _____

ISBN): _____

Author / Vendor Name: _____

Street/PO Box/Suite/Apt: _____

City, State and Zip Code: _____

Phone Number: _____

Email Address: _____

Please make check out to: _____

Date of Consignment Application: _____

I AGREE TO THE TERMS AND CONDITIONS OF THE EAST CITY BOOKSHOP
CONSIGNMENT AGREEMENT:

(Author sign and date)

(Laurie Gillman, Proprietor of East City Bookshop, sign and date)