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# BOOKSHOP SANTA CRUZ

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## Consignment Program Agreement

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### General Program Guidelines:

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- There is a one-time, non-refundable basic registration fee for each consignment title.
- Bookshop Santa Cruz typically follows the book industry standard of 60/40, where 60% of the retail sale price is payable to the author.
- Bookshop Santa Cruz will initially take up to 5 copies to stock in our Local Author section and the book's respective genre section.
- Bookshop Santa Cruz will stock books on consignment for a minimum 6-month period. Consignment periods will be extended or closed after the initial period at the store's discretion.
- During that period, Bookshop will contact the consignor, as needed, to request additional copies for sale. Bookshop pays consignors on a quarterly basis for items sold following the end of the accounting period.
- It is the responsibility of the consignor to keep contact information and mailing address current. If the consignor cannot be reached, books will be donated at the end of the consignment period. If the payee's mailing address is not current, payment checks will be returned to Bookshop Santa Cruz. We will do our best to contact you, but this may not always be possible.
- At the end and closure of the consignment period, authors will be notified and have 60 days to pick up their books. Books left after 60 days will be donated. Authors may choose to have their books shipped.
- Bookshop Santa Cruz will only pay for items sold. While on consignment, books remain the property and sole financial responsibility of the consignor until sold. Bookshop Santa Cruz is not responsible for lost, stolen, or damaged books.
- After the consignment period has ended, Bookshop Santa Cruz may contact authors for stock to fulfill web orders for their title. Author may opt out of bringing additional copies, if desired. Bookshop Santa Cruz reserves the right to cancel web orders for a title after its official consignment period has ended and stock has been returned to authors.

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### Consignment Submission Guidelines:

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- Authors must be locally based within the Bay Area or have strong and current ties to the Santa Cruz community.
- Books must be bound and feature a valid 13-digit ISBN. Books without a legible title printed on the spine or 13-digit ISBN will only be considered on a case-by-case basis.
- Cover artwork cannot be visibly pixelated.
- Books must be proof-read and contain no typographical errors.
- Books must be either paperback, hardcover, or board with a traditional glue-bound spine
- The price of the book, which is set by the author, should be competitively priced at or below comparable non-consignment titles.
- We reserve the right to deny titles failing to adhere to Consignment Submission Guidelines, containing inappropriate content, or in violation of our store's commitment to diversity and inclusion.
- Due to our busy holiday season, new submissions in November and December will not begin until the following calendar year. If you would like your book carried during the holiday season, please register your book before October 31st.
- Unsolicited review copies delivered to our store will become the property of Bookshop Santa Cruz. Authors must adhere to drop-off instructions provided by store staff or Local Author Coordinator.