



**STORY**  
— ON THE  
**SQUARE**

## CONSIGNMENT SALES AGREEMENT

### CONSIGNOR CONTACT INFORMATION PLEASE PRINT CLEARLY

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_

Story on the Square

678-773-0077

[www.storyonthesquare.com](http://www.storyonthesquare.com)

### FOR STORE USE

Non-refundable fee of \$10.00 received (cash or check only): \$ \_\_\_\_\_

For an additional \$15.00, we will add your book to our website : \$ \_\_\_\_\_

Total: \$ \_\_\_\_\_

Date Accepted: \_\_\_\_\_ Payment: \_\_\_\_\_

Title: \_\_\_\_\_ ISBN: \_\_\_\_\_

Author: \_\_\_\_\_ Quantity: \_\_\_\_\_

Retail Price: \_\_\_\_\_ Wholesale Price: \_\_\_\_\_

Discount %: \_\_\_\_\_

(note: Story on the Square will only take books on consignment that have a minimum 40% discount)

## TERMS

We are pleased to have the opportunity to stock your book through our consignment program. Due to the economics of bookselling, it is not possible to carry every book published, and we must be especially diligent when approached to stock books outside our normal distribution chain. Our consignment program is an agreement between you, the author / consignor, and Story on the Square, the bookseller / consignee, to offer your book for sale in our bookstore. By leaving your books with us, you agree to abide by the guidelines in this agreement.

Story on the Square agrees to stock and sell the product described below for a term of 6 months (180 days) at which time the sales agreement will be extended or closed, based on sales reports. Sales will be reviewed twice a year in June & December, and payments will be mailed to above address. It is the responsibility of the consignor to keep their contact information current. Story on the Square is not responsible for any books lost, stolen, or damaged while in the store. Story on the Square also reserves the right to remove your book from our website when this agreement is closed & books no longer in the store.

When the sales agreement is discontinued or closed, the products will be held for a reasonable length of time until the consignor picks them up. If the Consignor cannot be reached or fails to respond because of outdated contact information, the books will be donated to the McDonough Public Library.

By signing this agreement, the author / consignor agrees to the following:

- Set a reasonable price for your book.
- Divide the retail price according to standard publishing industry terms (if you are not familiar with these, please ask us).
- Pay for the shipping cost of the books to Story on the Square (consignors are responsible for the shipping costs for books when initially sending books and restocking books).
- Offer your books at the same retail price at all outlets, especially those in the McDonough area and online.
- Advise us which section of the store best suits your book.
- Send your friends and family to Story on the Square to buy your book.
- Include the fact that your book is available at Story on the Square in any and all of your marketing and advertising (print, online, email, & social media).
- Add on your website, a link to our website ([www.storyonthesquare.com](http://www.storyonthesquare.com)) and a link to [Indiebound.org](http://Indiebound.org).

Story on the Square will call or email you when we need to replenish the books. Please do not call or email to check on your book sales.

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Signature, Consigner

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Date

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Signature, Story on the Square

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Date

**IN STORE: STAFF, PLEASE PUT YOUR INITIALS BY EACH DATE**

Date added to inventory: \_\_\_\_\_ Date added to website: \_\_\_\_\_

Date of follow up email: \_\_\_\_\_ Date Called for Pick Up: \_\_\_\_\_

Notes for pick up:

Book Pick Up – Consignor Signature & Date: \_\_\_\_\_

**SALES & PAYMENT HISTORY**

Date: \_\_\_\_\_ Qty: \_\_\_\_\_ Title: \_\_\_\_\_

Payment Amount: \_\_\_\_\_ Check #: \_\_\_\_\_