

## The Twig Book Shop Policy and Receipt for Books on Consignment

(Updated 9/12/2022)

\*The basic handling fee for consignment books is \$20, to be paid by check to The Twig Book Shop through mail, or cash or credit card in store.

\*The Twig Book Shop agrees to pay the owner 60% of the list price for the quantity of books sold. The author sets the price of the book.

\*The Twig Book Shop may keep consignment books on the shelves for 90 days, or 3 months. At the end of 90 days, a check can be made for the amount owed based on the number of books sold according to our Point of Sale. The Twig has the option of continuing to carry the book based on sales history, projected sales and permission from the author. During this period, the Twig Book Shop may contact the consignor to request additional copies of the book.

\*Books without a sales history after 90 days will be pulled from the shelves. At that time, it is the consignor's responsibility to pick up any remaining copies from the store. After making a genuine attempt to contact the consignor, the Twig Book Shop can donate any unsold books that have not been picked up after 30 days.

\*Consigning authors are responsible to notify the Twig of any address or phone number change. Any checks returned by USPS to the store will result in The Twig no longer being responsible for payment nor for the author's books.

\*Ultimately, authors are responsible for their books. If for some reason the author does not receive payment in a timely manner, or has not received a response to a question or inquiry, please reach out to the manager at [twig@thetwig.com](mailto:twig@thetwig.com)

Date \_\_\_\_\_

Author \_\_\_\_\_

(1) Book Title \_\_\_\_\_

ISBN \_\_\_\_\_

Cost of Book \_\_\_\_\_ 60% to author \_\_\_\_\_ 40% \_\_\_\_\_

(2) Book Title \_\_\_\_\_

ISBN \_\_\_\_\_

Cost of Book \_\_\_\_\_ 60% to author \_\_\_\_\_ 40% \_\_\_\_\_

Consignor signature \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_

Phone Numbers (1) \_\_\_\_\_ (2) \_\_\_\_\_