

Convention Bookstore Agreement

Closely review the following information and complete the **yellow sections**, sign and return the Vendor Inventory Form by April 1, 2012

To ensure the greatest possible exposure and provide every Consignee (vendor) with excellent service, the Consignor (Unity Worldwide Ministries (UWM)) uses the following process to ensure a smoothly managed bookstore. Failure to comply may result in display and/or payment delays. Items offered in the bookstore are subject to UWMs approval.

1. Merchandise is accepted and sold on a consignment basis. Please one option below that best meets your needs. This information must be completed upon submission of your Vendor Inventory Form.

- Option 1: Merchandise shipped in advance to arrive no later than April 12, 2012 to:
Unity Worldwide Ministries
Attn: Convention Bookstore
401 SW Oldham Parkway
Lee's Summit, MO 64081

- 60 % of the **pre-ticketed** retail price to the supplier
- 40 % of the **pre-ticketed** retail price to the bookstore

- Option 2: Merchandise shipped in advance to arrive no later than May 3, 2012 to UWM
- 55 % of the **non-ticketed** retail price to the supplier
 - 45 % of the **non-ticketed** retail price to the bookstore

- Option 3: Merchandise hand delivered on-site to the bookstore manager
- 55 % of the **pre-ticketed** retail price to the supplier
 - 45 % of the **pre-ticketed** retail price to the bookstore

- Option 4: Merchandise hand delivered on-site to the bookstore manager
- 50 % of the **non-ticketed** retail price to the supplier
 - 50 % of the **non-ticketed** retail price to the bookstore

Options for Detroit metro vendors: hand delivered on-site to the bookstore manager

- Option 5:
- 60 % of the **pre-ticketed** retail price to the supplier
 - 40 % of the **pre-ticketed** retail price to the bookstore

- Option 6: Merchandise shipped in advance to arrive no later than May 3, 2012 to UWM
- 55 % of the **non-ticketed** retail price to the supplier
 - 45 % of the **non-ticketed** retail price to the bookstore

2. Product quantity: Maximum per item is 25 pieces.

3. Pre-ticketing regulations: in addition to the six options above;

- Book prices should be on inside top of first page unless already marked on the back cover.
- Audio/Visual product should be priced on the front and must be professionally produced and packaged.

4. Shipping Costs:

- Vendor is liable for shipping costs to UWM and/or to the on-site bookstore location.
- Vendor is liable for shipping costs to return unsold products to the vendor postmarked by July 16, 2012

5. Check-in:

- Pre-ticketed merchandise shipped in advance to UWM will have 1st priority display
- Non-ticketed merchandise shipped in advance to UWM will have 2nd priority display
- Merchandise delivered on-site to the bookstore manager will go to a holding area for check-in processing and will be placed in line for display in the order it was received.

6. Check-out:

- Unsold merchandise will be inventoried by the bookstore manager at the close of the convention and will be returned to vendor according to vendor specifications indicated on the Vendor Inventory Form.
- Unsold merchandise returned to vendor on-site and/or throughout the duration of the event must be inventoried by the bookstore manager prior to releasing merchandise possession back to vendor. Vendor signature release is required.

7. Payment: will be made within 30 days from the close of the Convention, June 15, 2012, according to the option selected above and will be made payable to whom is indicated on the Vendor Inventory Form by July 16, 2012.



Make check payable to:

2012 Convention Bookstore

70054-94

Pr-03483

Detroit, Michigan

Vendor Inventory Form



Issue check in the amount of: 0.00

Phone #

	Description	Price	Qty	Qty	Qty	Qty	Qty	Cost
			Rcvd	Rcvd	Rcvd	Rtnrd	Sold	
			Adj'd	Adj'd				
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								

Comments: please check one

Merchandise will be picked up by vendor at the close of the convention

Merchandise will be shipped to vendor at the close of the convention

No P.O. Box

Return Address [if different from above]:

Date:

Tracking number

No P.O. Box		

I have read and accept the terms and conditions outlined on the reverse side of this contract.

For Office Use Only:

Vendor authorized signature _____ Date _____

Product checked-in by _____

Date _____

Check request authorized by _____

Product checked-out by as follows:

Date _____

Date _____

On-site check-out

Off-site check-out; will ship unsold merchandise

Vendor release signature _____ Date _____