

Date of Consignment:

Surname

No. of books in consignment:



ROYAL HISTORICAL SOCIETY OF VICTORIA INC's HISTORY VICTORIA BOOKSHOP

CONSIGNMENT AGREEMENT

Author's family name: _____ First name: _____

Full title of book: _____

ISBN: _____ Date published: _____

The following contact details are for the person or entity who will be paid for the books:

Organisation: (if relevant): _____

Contact name: _____ Phone: _____

Email: _____

Contact person for re-ordering if different from above:

Contact name: _____ Phone: _____

Email: _____

Author website: _____

Payment will only be made by bank transfer on receipt of invoice. The RHSV will ask you to submit an invoice.

Sale price \$ _____ Registered for GST? YES NO

Less RHSV 30% commission \$(_____)

Payment per book = \$ _____

Office use only

Dimensions of book (for Australia Post calculator)

Length _____ cm x Width _____ cm x Height _____ cm

Weight: _____ kg

Notes:

Entered on website



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ABN 36 520 675 471

Please complete and sign the following forms and retain a copy for your records.

By submitting books to the RHSV's History Victoria Bookshop, you agree to the following terms and conditions:

1. The History Victoria Bookshop agrees to display materials left with the bookshop on consignment for a period of two years. During that time, the History Victoria Bookshop may contact the consignor to request additional quantities for sale.
2. The History Victoria Bookshop will pay the consignor, by direct deposit, on a bi-monthly basis for items sold in the previous 2 months. The bookshop will request an invoice from the consignor for books sold and, on receipt of requested invoice, payment is made.
3. Usually, up to three copies (3) of each book may be submitted for sale at the History Victoria Bookshop at a 30% commission on the recommended retail price.
4. Usually, the History Victoria bookshop does not accept books published more than two (2) years prior to the current date.
5. At the end of the two year consignment term, it is the responsibility of the consignor to pick up any unsold items. All items, not collected within the six (6) week period after notification by email will become the property of the History Victoria Bookshop for their disposal.
6. The consignor will offer their item at the same retail price through all outlets (including copies they might sell themselves)
7. The consignor should include the fact that their item is available at the RHSV History Victoria Bookshop in any and all of their marketing and advertising, and add a link from their website, if they have one, to www.historyvictoria.org.au

Signed by: _____

Please print name of consignor: _____

Date: _____