

GARDNERS PUBLISHER SUPPLIER ACCOUNT FORM

This form is for publishers who don't currently have a trading relationship with Gardners but would like to supply their titles to us using the CPI POD model

Please complete the questions below and return this form to gail.harbour@gardners.com.

YOUR INFORMATION

COMPANY NAM	Е					
CONTACT NAMI	E					
ADDRESS						
EMAIL ADDRES	S					
CONTACT NUM	BER					
Discount to Gai	rdners	% of the RR	Р			
All of your ISBNs need to be registered with Nielsen - please confirm:					Yes	No
• All of your ISBNs need to be English and the books printed in English - please confirm:					Yes	No
How many title	s do you hav	e?				
Do you have a UK GBP Bank Account?					Yes	No
• Annual Sales:	Titles:	YTD	Last Year			
	Volumes:	YTD	Last Year			

Publisher must provide Gardners the new titles information at least 6 weeks in advance of publication date using Gardners "New Titles Spreadsheet" and price and availability updates by spreadsheet or mutually agreed methods.

INVOICING DETAILS

Publishers to send Gardners an invoice at agreed terms that matches the titles and quantities that CPI have delivered to us. All invoices to include the following detail: This is a CPI order, order reference (D ref from CPI) order date.



SUGGESTED INVOICE TEMPLATE

	DATE:
INVOICE	INVOICE NUMBER

[ENTER DATE]
[ENTER INVOICE NO]

CPI D ORDER REF

THIS IS A CPI POD ORDER

YOUR NAME/COMPANY

[STREET NAME]
[LOCALITY NAME]
[TOWN/CITY]
[POSTCODE]

BILL TO:

[CLIENT'S NAME OR COMPANY NAME] [STREET NAME] [LOCALITY NAME] [TOWN/CITY] [POSTCODE]

[PHONE & EMAIL]

ISBN	QTY	DISCOUNT	RRP	TOTAL

SEND PAYMENT TO:

[NAME]
[BANK NAME]
[BANK ACCOUNT NUMBER]
[OTHER BANK INFO]

