Priscilla Cummings Book Sales

<u>Schools in Maryland/Delaware/D.C./ Va./ Pennsylvania/N./J.:</u> (For book sales in conjunction with school visits outside these areas, please <u>contact the author.)</u>

All of the author's books in print are available at a discount and can be personalized with an autograph in conjunction with a school visit. The preferred method for purchasing books, and the only way to guarantee students have an autographed book the day of the author's visit, is to **prepay** and order the books **through the author** at least **three weeks** prior to the visit. (Schools may choose to order books following an author visit, which is fine.)

Schools sponsoring a book talk determine the resale price of the discounted books. Sales tax is included except: If books are resold at a profit, then the school or sponsoring group is responsible for reporting and paying the 6% Maryland sales tax. Only those books purchased for school use qualify for tax exemption. In those cases, schools must provide a tax identification number.

Schools collect the money, with checks made out to the school or sponsoring organization, and forward a single check to the author along with a copy of the School's Final Order Form.

Student Order Forms with instructions on how to sign the books should be forwarded to the author with payment for the books. The author will fold the Student Order Form and insert inside the book cover of each signed book so it is delivered to the right student.