

Convention Bookstore Agreement

Closely review the following information and complete the **yellow sections**, sign and return the Vendor Inventory Form by April 1, 2010

To ensure the greatest possible exposure and provide every Consignee (vendor) with excellent service, the Consignor (Association of Unity Churches International (Association)) 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 the Association's 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 15, 2010 to:
Association of Unity Churches International
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
- This option is available to San Diego vendors.
- Option 2: Merchandise shipped in advance to arrive no later than May 3, 2010 to the Association:
- 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

Note: With options 3 & 4 you may ship your merchandise directly to the address below. Please note handling charges apply. Up to 3 days storage is free, then \$25.00 per day, per shipment. You are responsible to pick up your merchandise upon arrival at the Town & Country and deliver it to the convention bookstore manager on June 7, 2010 for check-in. Mark carton(s) as follows:

Town & Country Resort
500 Hotel Circle North
San Diego, CA 92108

Mark carton[s] **"hold for: Unity Convention/Exhibitor who will call for the carton[s]"**

(Certain packaging restrictions may apply. You may call the Town & Country directly at 800-772-8527 for pricing details.)

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

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

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

4. Shipping Costs:

- a. Vendor is liable for shipping costs to the Association and/or to the on-site bookstore location.
- b. Vendor is liable for shipping costs to return unsold products to the vendor postmarked by July 12, 2010

5. Check-in:

- a. Pre-ticketed merchandise shipped in advance to the Association will have 1st priority display
- b. Non-ticketed merchandise shipped in advance to the Association will have 2nd priority display
- c. 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:

- a. 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.
- b. 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 11, 2010, according to the option selected above and will be made payable to whom is indicated on the Vendor Inventory Form by July 12, 2010.



P.O. Box 610 • Lee's Summit, MO 64063
Phone: 816.524.7414 x. 6837
Fax: 816.875.1207 • www.unity.org