



Your Neighborhood Bookstore



## 2024 San Francisco Writers Conference Book Consignment Form

Author: \_\_\_\_\_

Address for payment: \_\_\_\_\_

Author's Cell Phone: \_\_\_\_\_

Author's Email: \_\_\_\_\_

I'm a Presenter or Attendee of the Conference (3 copies max)

I'm participating in the Wine & Book Tasting Event (50 copies max)

Title: \_\_\_\_\_

ISBN: \_\_\_\_\_ Retail Price: \_\_\_\_\_

- For regular consignments our terms are 60/40, i.e. we take a 40% discount, you get 60%. If you participate in the Wine & Book Tasting, all sales will fall under the event terms.
- For Wine & Book Tasting participants, the conference takes 10% for admission, as the cover charge is a two-book minimum purchase. We split that difference with the authors, so the terms become 55/35/10. (See calculation panel below)
- Books may be delivered to the Marina Room on the Bay Level on Thursday afternoon, Feb. 15, until 7 p.m.
- On Friday, Feb. 16, they can be delivered to the Bookstore or Registration Desk (whichever is less busy) in the Grand Foyer on the Street Level, where we will sign for them and take extra stock to the Regency Room.
- We will only keep 3 copies out during the majority of the conference. Extra stock is for the event; more copies will be brought out by 6:30 on Friday.
- We can refuse any book we deem inappropriate.
- On consignment, the books remain the property of the consignor until sold.
- BookShop West Portal is not responsible for lost or stolen merchandise.
- BookShop West Portal will pay authors for books sold when they come to collect any unsold titles.
- All unsold consignment books must be picked up by 5 pm on Saturday. If not picked up, they will be put on a "free" table for any takers, and checks for sold copies will be mailed to the address provided above.
- ALL BOOKS MUST BE CLEARLY LABELED WITH PRICE
- Please address any questions to Lillian at [Lillian@bookshopwestportal.com](mailto:Lillian@bookshopwestportal.com)

For Bookstore Use Only

# Brought	
- # Returned	
= # Sold	
x Retail Price	
=	
/55% to Author =	
/35% to BookShop =	
/10% to SFWC =	
Or	
/60% to Author =	
/40% to BookShop =	
Total Paid to Author	
Date	
BWP Agent Initials	

Author's Signature: \_\_\_\_\_

Receiver's Signature: \_\_\_\_\_