

Copperfield's Book Fair Contract

School or Organization: _____

Address: _____

Sales tax rate at time of signing: _____

Contact Person: _____

Email: _____

Phone: _____



Dates of your book fair: _____

Copperfield's Books is delighted to provide you with your upcoming book fair fundraiser. Mutual agreement to the following guidelines will assure an effective partnership:

Copperfield's Books agrees to:

1. Furnish books and sidelines for the purpose of the school/organization book fair
2. Deliver and pick up all book fair materials
3. Provide the school or organization's portion of the fair proceeds as described below, within 30 days of the last day of the fair
4. Fill all pre-paid back orders within 7-14 days of the book fair, unless it is temporarily out of stock at the publisher

Your school/organization agrees to:

1. Return this contract at least 2 months prior to your fair. Failure to return a completed contract re-opens the requested dates listed above.
2. Offer books provided only by Copperfield's Books
3. Recruit at least 5 volunteers for various fair tasks, such as set-up, break-down, and fair upkeep
4. Be responsible for any items lost, stolen, or damaged during your book fair
5. Accept responsibility for NSF checks
6. Follow the sales and ordering procedures
7. Secure the book fair area
8. Return all remaining book fair materials and merchandise at the time of pickup

The individual signing below has read and accepted the terms of this contract and is also authorized to commit the above school/organization to this financial obligation.

Accepted by: _____

Accepted by: _____

Date: _____

Date: _____

For Copperfield's Books

For Organization

Please sign and return this contract. Make a copy for your records.

Copperfield's Contact Information:

Lucy Shapiro, School Resource Coordinator, LShapiro@copperbook.com

(707) 280-1375