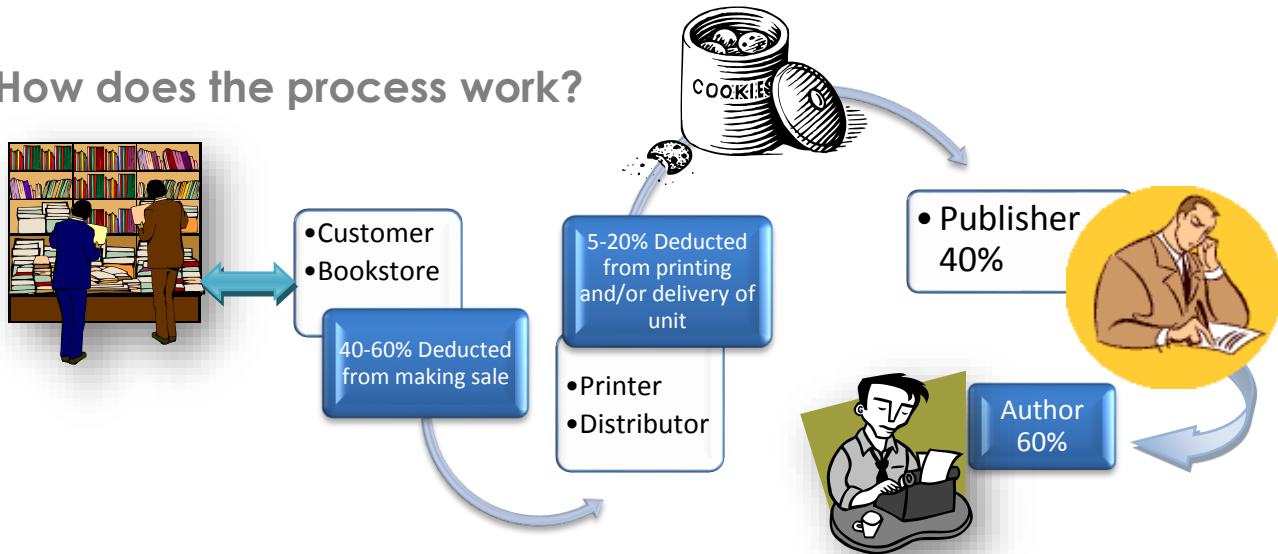


How does the process work?



- A Unit is one book.
- The customer buys a book from the bookseller; online or brick & mortar. Then once a sale is made, the bookstore takes their percentage for having that unit made available to for purchasing. Once that unit's sale is cleared from the booksellers, the print/distributors expects to receive their percentage for the manufacturing and/or distribution of that unit; whether physical or eBook, POD (Print On Demand) or warehousing, they have to be paid for their services. After the confirmed delivery of that unit has been in the hands of the consumer, then, and only then will the portion of that percentage be given to the publisher. In other words, the last hands to reach in the cookie jar is the publisher. Now, the percentage is left over for that publishing house, and that publisher must divide the remaining percentage among its client[s] and within own establishment.
- Our client gets 60% for published work sold.
- Our Publishing house receives 40% to maintain the function of itself.
- If a book is returned, the publisher still has to pay for the services, plus an additional return fee. Often times, the unit ends up on the publisher's desk or destroyed due to the book has been already created and not sold.
- When there is a book in the used section, the book has already been sold previously, therefore the client does not receive the same royalty twice.

How come in certain quarters I do not get paid or receive a Royalty Invoice Sheet?

- An invoice will not be created if there is no sale within that quarter, but the client has the option to download the No-Sale Royalty Invoice Sheet at any time from our website for personal recordkeeping and/or author/writers tax purposes, where an author/writer can treat his or her writing as a business.
- If there is a negative amount on one quarter and a positive amount in another, all payouts must be adjusted.
- If the unit's funding is in a liquid asset mode, meaning that there is no real sale/purchase of that unit[s].

How to Understand Your Royalty Invoice Sheet

What are?

- **Distributor Outlet-** It is the direction from which your books and the finances are counted from.
- **Quarterly-** It is a combination of 3 months that is divided in 4 sections of each year that an author/writer gets paid by. These quarterlies are also a time period for booksellers, distributors, and printing houses to gather all the sales and financial information to sum up the overall balance in order to pay the publisher by the beginning or end of the following month, overlapping into the next following quarter.
- **Begin Date-** It is the date on which your quarterly started within the beginning of the first month.
- **End Date-** It is the date on which your quarterly ended within the actual ending of the third month.
- **Book Title-** It is the (unit) book that the quarterly royalty claim of the sale or no-sale is made by.
- **Books Sold-** This informs you of how many units has been sold within that quarterly period.
- **Books Returned-** This informs you of how many units has been sold and then returned for whatever reason within that quarterly period.
- **Total Book Sales-** This column provides an overall quantity sales/no-sales of the unit within that quarterly period.
- **Positive PCNet Amount-** This column provides you with the positive sales of the books that has been sold.
- **Negative PCNet Amount-** This column provides you with the negative sales/loss profits of the books that has been returned, which is also considered as an actual no-sale against what was thought to be sold within that quarter.
- **Total Sales Amount-** This column is an overall balance between the profit and loss sales of the unit[s].
- **Subtotal-** Is an overview of what the financial status differences are within the profit and loss sales of the unit[s].
- **Royalty Percentage (60%)-** This is the percentage rate that the author is given from the publisher, but must be multiplied by the subtotal on positive sales only. Negative sales are usually carried over and/or protected by the following or continuing quarter in order to project a positive sales balance for payment. If there are negative sales, the author is not bound or billed for it unless there is a termination of membership in effect according to contract.
- **Total Royalty Amount-** It is the overall positive payment balance that was multiplied by the royalty percentage unless the subtotal projected negative sales/profit loss. Then, if this was the case, a -0- would be placed in this section indicating that there is nothing to pay out to the client.
- **Payment made to Client-** This section is only generated on positive sales that is multiplied by the royalty percentage, then is becomes the actual pay-out to the client for positive books sold.
- **Payment balance owed to Client-** Balanced that is still due to author when there is not enough funding to support payout at that time or temporary funding hold on certain units (example: liquid asset-massive books that are not actually sold, but are temporarily held at bookstores/distributors for over a period of time; no consumer sales, but pre-sales on assumption of sales), or there is/was an adjustment made due to a termination of membership in effect according to contract.

What is?

- **PCN- Publishers Compensation Net.** A quarterly/monthly payment to the publisher after the booksellers, distributors and printers have taken their percentage first for their services; whether profit or loss, then the publisher receives the balance.



WWW.ASAPUBLISHINGCORPORATION.COM
QUARTERLY ROYALTY INVOICE



(THIS QUARTERLY ROYALTY INVOICE SHEET IS 'NOT VALID' WITHOUT AN ASA CORPORATE STAMP)

ASA Publishing Corporation
 1285 N. Telegraph Rd., #376, Monroe, Michigan 48162
 734.212.6563

Amount Payable to: _____

Date: _____

Address: _____

INVOICE # 1019

Distributor Outlet	QTR	Begin Date	End Date	Book Title or Book ID	Books Sold (+)	Books Return (-)	Total Book Sales	Positive PCNet Amount	Negative PCNet Amount	Total Sales Amount	
								\$	\$	\$	
								\$	\$	\$	
								\$	\$	\$	
								\$	\$	\$	
								\$	\$	\$	
								\$	\$	\$	
								\$	\$	\$	
<p>This is a Quarterly Royalty Invoice Sheet If you would like to have something for your records, just fill-out and print.</p> <p>Additional Notes:</p>								Subtotal	\$	\$	\$
								Royalty Percentage (60%)	X		60%
								Total Royalty Amount	=		\$
								Payment made to Client	PAYMENT		\$
								Payment balance owed to Client	OWED		\$

NOTE: Checks/Direct Pay normally sent with royalty information already inscribed.