Standard Publishing and Book Event Order and Procedure Chart

STANDARD PUBLISHING ORDER

AUTHOR

↓

PUBLISHING HOUSE

↓

PRINTING HOUSE

↓

DISTRIBUTOR

↓



↓

BOOKSTORE

NORMAL BOOK EVENT PROCEDURE

PUBLISHING HOUSE

(Sets the book event)

(Informs the author)

↓

AUTHOR

↓

PRINTING HOUSE

↓

DISTRIBUTOR

↓



↓

BOOKSTORE

(Orders the books)

Books that didn't sell gets returned and the publishing house receives the bill.

CONSIGNMENT BOOK EVENT PROCEDURE

PUBLISHING HOUSE

(Sets the book event only)



PRINTING HOUSE

Author orders and receives books from publishing house for the event.

AUTHOR

Takes own books to event.

BOOKSTORE

Books that didn't sell goes directly back to author

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STANDARD PUBLISHING ORDER	**In a standard publishing order:** **1.** The author writes the book, **2.** The publishing house publishes the book, **3.** The printing house prints the book when there is a request, also known as "Print On Demand," **4.** The distributor distributes the book to the corresponding order, which is interacting with the vendor i.e. bookstore, **5.** The bookstore places the book order with the distributor, not the printing house. And when received, the book is placed on the bookshelf or into the hands of the consumer. **6.** Note: Each **Proper Channel** for a book order has a paper trail from who places the order and how it was received.
NORMAL BOOK EVENT PROCEDURE	**In a normal book event procedure:** **1.** The publishing house sets a book event for the author, and informs the author. **2.** The bookstore places the order with the distributor. **3.** Then the distributor requests the amount of books needed for the bookstore, to the printing house. **4.** The printing house prints the amount of books as requested by the distributor, and **5.** The distributor ships the books to the bookstore. **6.** **The only thing the author has to do is to show up at the book event.** **7.** If some of the books are not sold, they are either shelved up to 90 days max or shipped directly back to the distributor with a bill of the full amount of the book's cost not sold, called "Insured Returnables." **8.** The distributor and printing house gathers their cost, attached with the bookstores billing, and ships the unsold books along with the total amount charged to the publishing house for the returns. **9.** Since the books were insured through the printing house and publishing house's own contractual agreement, the publishing house must pay the full billing amount back to the printing house.
CONSIGNMENT BOOK EVENT PROCEDURE	**In a consignment book event procedure:** **1.** The publishing house only sets the book event for the author. **2.** If the author accepts the consignment book event, the author understands that it is the author's own responsibility to bring books to the event. **3.** The author then places an order and receives the books directly from his/her publishing house. **4.** **The author, with books in hand, takes them to his/her book event.** **5.** The author makes an agreement with the consignment bookstore to leave some books behind or take all of the remaining books back home with them after the book event.

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