



Terms and Conditions

Wholesale terms are available for retailers with a valid EIN or tax identification number.

Libraries: Juggling Board Press offers a non-profit discount rate for libraries. Please contact us for details.

Gifts and fundraisers: Discounts for other bulk purchases such as corporate gifts and fundraisers may also be negotiated, but will be taxed as a retail sale.

OPENING AN ACCOUNT

- All customers are required to complete and submit signed copies of the JBP New Account Application and the SC Dept. of Revenue Resale Certificate (ST-8A) to open an account with Juggling Board Press.
- New accounts also need to complete and return our credit reference form. Customers who wish to prepay orders with check or credit card do not need to complete a credit reference form. ☐ To expedite the initial transaction, new accounts may receive up to \$300 credit on the first order, at the business manager's discretion.

PLACING AN ORDER

JBP will accept orders by phone, fax, on-line or mail. Each order must include a contact name and phone number. PO numbers are optional but encouraged.

Phone: Contact your sales rep: _____

Or call the JBP business office at (843) 452-8956.

E-mail: Send your orders to sales@jugglingboardpress.com.

Mail: Send to Juggling Board Press, P.O. Box 13029, Charleston, SC, 29422. For orders by mail, allow more time to receive and process.

Fax: Fax orders to (888) 242-6640.

JOGGLING BOARD PRESS WHOLESALE DISCOUNTS*

- 1-9 books: 40% discount (returnable)
- 10-19 books: 45% discount (free shipping; non-returnable**)
- 20+ books: 50% discount (free shipping; non-returnable**)

*Different terms may apply to JBP-distributed titles that are owned by other publishers. **For book signings, JBP will provide additional stock that can be returned within the regular billing period. Customer must contact JBP for pre-authorization on returns.

RETURNS

- Return permission must be requested so that we may issue detailed packing and shipping instructions. Unauthorized returns will not be credited to your account. **Call business manager Cyndi Boots at (843)452-8956 for authorization.**
- Refunds are issued as credit toward future orders (or against the current invoice, in the case of prearranged, post-event overages).
- Active titles are eligible for return 90 days after the invoice date, but not after 180 days. Special terms may apply to JBP-distributed titles owned by other publishers.
- Once titles are declared out of print by public notice, accounts have 180 days to return, after which date out-of-print returns will not be accepted.
- All returns are subject to a \$.50 per book restocking fee.
- To qualify for a refund, returned books must arrive in clean *resalable condition* (no stickers, scuffs, tears, folds, or marks that would prompt a customer to reject the book) and packed with care in a box. Bagged shipments will not be credited to your account.
- For books returned in an unsaleable condition, JBP reserves the right to refuse credit for the returned product and/or send back at the customer's expense.
- Returns must include a packing list with full title and ISBN for each shipment, as well the JBP return authorization number to ensure that credit will be issued correctly to your account.
- Customer pays all freight and handling costs on return shipments. JBP will, at the customer's request, issue a pre-paid return shipping label and deduct the cost against the return credit.

All returns should be sent to: Juggling Board Press 927 S. Main Street Summerville, SC 29483.

- All returns must be sent via traceable ground shipping service (UPS, FedEx, etc.). DO NOT waive the signature confirmation.
- JBP is not responsible for items returned in error.

OVERDUE BALANCES:

- There will be a 1% monthly interest fee added to your account if you should have an overdue balance.

ISSUES WITH YOUR ORDER?

- Notice of shortage or nonreceipt must be made within 30 days of the shipping/invoice date for domestic shipments. Please notify business manager Cyndi Boots at (843)452-8956 immediately.
- Books damaged in transit are not the responsibility of the publisher. Please make your claim to the carrier. [Updated 1/10]