



**Meryton Press**  
Michele J. Reed  
PO Box 34  
Oysterville, WA 98641

**Date**

**Author Name**

Address

City, State, Zip

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We have agreed that your manuscript entitled **Book Title** will be published by Meryton Press. This letter will serve as our publishing agreement when you sign the enclosed copies and return one of them.

The terms are as follows:

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  - Your Acceptance or comments shall be returned to the Meryton Press editor on or before **Date**
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Dates may be adjusted based on progress and by agreement between you and the editor. Meryton Press may adjust publication date at any time.

6. We are eager to complete this book with you as contracted. Meryton Press will provide editorial support, design and illustration services, copy editing, and proofreading; however, the timely delivery of this book to market is a critical factor for its success. A delay of more than one month from any of the deadline dates above requires the agreement of Meryton Press. A delay of two months may result in cancellation of the contract at our discretion. Meryton Press will publish this book within three months of your acceptance of the final manuscript. If this book is not published in this time frame, you may request contract termination.

7. At every milestone, you will provide us with an electronic copy of the manuscript unless otherwise agreed.

8. We will pay you a royalty of ##% of all net income we receive as a result of our distribution of the book in any form: printed, electronic, or other. For translated editions published by Meryton Press's own subsidiaries, we will pay a royalty of 50% of net income. Meryton Press's standard discount rate is 25%, but it is understood that a deeper discount (not to exceed 50%) may be required to increase distribution of your work to brick and mortar stores. It is also understood that a deeper discount will result in lower royalties. Any pending change to the discount rate will be communicated to you in writing.

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14. A book shall be considered as in print as long as Meryton Press: 1) continues to promote the book in its regular trade catalog and/or the Meryton Press website, 2) that they keep this book continually available for purchase through print-on-demand technology or as an electronic book, and 3) the book nets a minimum annual royalty of \$200.

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16. You warrant to us that the material you provide is original, except that for which you obtain and provide written permissions acceptable to us, and that it will not impair anyone else's rights, and that you have the power to make this agreement. You will indemnify our agents, our employees,

and us and hold them and us harmless against any loss or cost, including reasonable attorney's fees, arising out of a breach or claim of breach of these warranties.

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18. Meryton Press expects you and the staff to exercise good judgment to ensure the company's safety and welfare and to protect your own and Meryton Press's reputation. You are expected to maintain a cooperative, efficient, positive, harmonious, and productive environment and business organization. These standards apply to your interactions with each other and with all current and potential users of Meryton Press products and services. Remember, at all times you are a representative of Meryton Press, and your actions reflect on all of us. These standards apply while at company-sponsored business and social events and on the internet. If you engage in misconduct, you may be subject to corrective action up to and including termination of your contract.

19. You will be responsible for your own federal and state income taxes. Meryton Press is required to keep signed W-9 or equivalent for non-residents on file. A 1099 will be issued annually per the laws of the United States Government to US citizens and resident aliens. A completed W-9 form or equivalent is required prior to the payment of any royalties.

20. Neither party may assign this agreement without first obtaining the written consent of the other party—unless we sell or substantially transfer all our assets or ownership interest to the assignee, when no consent will be needed.

21. Our agreement is subject to the laws of Washington State governing contracts made and performed there.

22. Any disputes under the contract will be submitted for arbitration and must be presented in Washington State

If you find these terms acceptable, please date, sign, and return the enclosed copy of this letter to me.

Very truly yours,



Michele J. Reed

Meryton Press

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NAME: **Author Name**

Agreed and accepted

Date:

This document will serve as your legally binding contract.

## What You Can Expect as an Author

1. Your publication date has been determined based on your editor's best estimation and every effort will be made to meet this date; however, if there are unavoidable delays by any party involved in the process, publication could be delayed.
2. You will work closely with your editor for two to three months. During this time, a cover artist will be assigned who will also work closely with you, and marketing activities will begin, such as setting up an author blog and adding "Coming Attraction" and author information to the Meryton Press website. Zorylee Diaz-Lupitou will send you a document about these items and the many ways you can promote your book prior to publication. As publication nears, you will work with Janet Taylor on a cover reveal and blog tour to promote your book for sale.
3. As the contract states, you will be provided with a copy of your book and you can purchase additional copies for your personal use. Orders for your book can be placed via the authors' email ([MPauthors@gmail.com](mailto:MPauthors@gmail.com)).
4. Royalty payments lag sales. This means that it could be as long as seven months before you see your initial royalty payment. Payments are based on the following schedule:
  - First quarter sales are paid on July 22.
  - Second quarter sales are paid on October 22.
  - Third quarter sales are paid on January 22.
  - Fourth quarter sales are paid on April 22.

These dates represent US sales. Royalties for sales in foreign countries can be delayed, and those royalties will be paid in the next payment cycle after they are received.

5. Print books sent to booksellers can result in returns. Because you will be paid royalties on these books based on when they were sold to the bookseller, returned books will result in negative royalties. Meryton Press reserves the right to sell returned books at cost. You will be given first right of refusal before books are offered elsewhere.