



# Discount Schedule Event

## Process

- Customer calls or emails about an event they are hosting (author signings, book launch, etc), at least two weeks in advance.
- An order is placed for any amount of products, receiving special discount. See Return Policy for terms and returnability.
- If returned within 30 days of the event, credit will be issued for items returned, and customer pays the difference.

## Shipping

The order will be shipped to arrive approximately a week before the event. Customer is responsible for shipping costs. Please indicate preferred shipping method.

## Return Policy

- Call Customer Service for return authorization.
- Include copy of invoice or packing slip with return.
- Product must arrive at the warehouse within 30 days of the event.
- Pack box carefully; product (free of price labels) must be received in saleable condition to receive credit.
- All products on this invoice will be considered non-returnable after the 30 days.
- **Return to:**  
APG Sales and Distribution  
Attn: Marty Flanagan  
1501 County Hospital Rd  
Nashville, TN 37218

*Please write "Herald Press" and your "RA number" on outside of carton for quicker processing.*

## Discount Policy

Discounts for non-trade customer-hosted events (author signings, book launch, etc).

- **50% discount** on Herald Press titles  
*Non-returnable*
- **40% discount** on Herald Press titles  
*Returnable within 30 days of event*
- **25% discount** on short discount title  
*Returnable within 30 days of event*