



COOKBOOK PUBLISHERS, INC.  
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 1-800-227-7282 / FAX 913-492-5947  
[www.cookbookpublishers.com](http://www.cookbookpublishers.com)  
 facebook.

# COOKBOOK ORDER FORM

**THIS FORM MUST BE SENT WITH RECIPES.**

## GENERAL INFORMATION

Organization (*Qualified organization only*)       Business       Individual       Family

NAME OR ORGANIZATION: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

### CORRESPONDENT

### ALTERNATE CORRESPONDENT

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

City: \_\_\_\_\_

State/Zip: \_\_\_\_\_

State/Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ / \_\_\_\_\_

Home Phone: \_\_\_\_\_ / \_\_\_\_\_

Business Phone: \_\_\_\_\_ / \_\_\_\_\_

Business Phone: \_\_\_\_\_ / \_\_\_\_\_

E-mail: \_\_\_\_\_

E-mail: \_\_\_\_\_

## PAYMENT & SHIPPING INFORMATION

### SEND THE INVOICE TO:

### SHIP THE BOOKS TO:

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

City: \_\_\_\_\_

State/Zip: \_\_\_\_\_

State/Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ / \_\_\_\_\_

Home Phone: \_\_\_\_\_ / \_\_\_\_\_

Business Phone: \_\_\_\_\_ / \_\_\_\_\_

Business Phone: \_\_\_\_\_ / \_\_\_\_\_

E-mail: \_\_\_\_\_

E-mail: \_\_\_\_\_

▶ ▶ ▶ **WE MUST HAVE A STREET ADDRESS.** ◀ ◀ ◀  
*UPS and truck lines cannot deliver to a box number.*

### NAME TO BE PRINTED ON ORDER FORM IN BACK OF YOUR BOOK:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Price you will charge for book, if known: \_\_\_\_\_; otherwise this space will be left blank on your order form, to be filled in at your discretion. If you want the postage changed from \$3.00 please indicate amount: \_\_\_\_\_.



# COOKBOOK SPECIFICATIONS

Per book price      Per order price

## B. Designer Option – Custom Cover *continued*:

### INSIDE /OUTSIDE BACK COVER (*Soft Cover Style*):

- Inside Back Cover \$35/order
- Outside Back Cover \$35/order
- Use our artwork press-ready (uploaded / enclosed — *circle one*)
- Typeset our wording; choose typestyle (*Cookbook Creations Guide, p. 36*): \_\_\_\_\_
- Print our design and/or wording in black ink. **FREE**
- Print our design and/or wording in one custom ink. \$.20/book  
Specify color (*Cookbook Creations Guide, p. 49*): \_\_\_\_\_
- Print our design and/or wording in multi-color custom inks. \$.20/book  
Specify colors (*Cookbook Creations Guide, p. 49*): \_\_\_\_\_
- Print our custom full-color design (minimum 200 books). \$.20/book
- Artwork bleeds to edge of outside back cover (FREE if full-color) \$.10/book

### PRINTED LINERS FOR HARDBACK & PADDED 3-RING BINDER STYLE:

Choose one **INK color** and one **DESIGN**. (*Cover ads see SPECIAL PAGES, Page 5.*)

#### Ink Color Choices:

- Black Ink \$.20/book
- One custom ink \$.20/book  
Specify color (*Cookbook Creations Guide, p. 49*): \_\_\_\_\_
- Multi- or full-color ink \$.40/book  
Specify colors (*Cookbook Creations Guide, p. 49*): \_\_\_\_\_

#### Design Choices:

- Table Settings/Napkin Folding       Equivalents/Measurements       Frame       Corners
- Customer-designed artwork (uploaded / enclosed – *circle one*)

- Check here if specific Cover Instructions are enclosed.

## BINDER

- Plastic Comb Binder (*Soft Cover or Hardback Cover only*) **FREE**  
Specify colors (*Cookbook Creations Guide, p. 47*):  
First Color Choice \_\_\_\_\_ Second Color Choice \_\_\_\_\_
- Imprinted Plastic Comb Binder (*minimum 500 books; fewer books call for pricing*) \$.30/book  
Ink Color for imprint (*Cookbook Creations Guide, p. 49*): \_\_\_\_\_  
Plastic Comb Binder Wording \_\_\_\_\_
- Plastic Coil Binder (*Soft Cover only, maximum 400 recipes*) \$.25/book  
Specify colors (*Cookbook Creations Guide, p. 47*):  
First Color Choice \_\_\_\_\_ Second Color Choice \_\_\_\_\_

## DIVIDERS

### A. Standard **FREE** Dividers (7 per Set). Complete below:

- Cookbook Publishers' Full-Color Divider Design: **FREE**  
\_\_\_\_\_  
Design Name (*Cookbook Creations Guide, pp. 26-33*) \_\_\_\_\_
- Cookbook Publishers' Full-Color **TABBED** Divider Design (7 per Set). \$.40/book  
\_\_\_\_\_  
Design Name (*Cookbook Creations Guide, pp. 26-33*) \_\_\_\_\_
- Black & White Divider Set (*CentSaver™* – 7 per Set) **– \$.10/book**  
*Must also complete Black & White Order Form.*
- Black & White **TABBED** Divider Set (7 per Set) \$.40/book  
*Must also complete Black & White Order Form.*





# CONTRACT

**This Contract MUST BE SIGNED before the order can be processed.  
Please carefully read the Contract below in its entirety before signing.**

**TERMS:** Cookbook Publishers, Inc., hereinafter referred to as the Company, agrees to print personalized cookbooks to the specifications listed on the Cookbook Order Form. The purchaser, hereinafter referred to as the Customer, agrees to furnish all recipes and other items of specific and personalized nature to be published in the Customer's book.

**PRODUCTION:** The Company assumes responsibility for scheduling and production of the cookbooks. The normal production time is 30 to 50 working days, but the Company reserves the right to adjust production schedules due to heavy seasonal demands, shortages, strikes, floods, or any other reasonable cause whatsoever.

**SHIPPING:** The Company will ship by the most economical and dependable method – usually UPS or truck line. The Company will prepay the freight, then add the charges to the Customer's invoice. The Customer will receive free cookbooks which, when sold, will help defray normal shipping charges within the continental United States. All additional shipping charges incurred for foreign shipments or for Customer-requested rapid deliveries will be billed to the customer, but will not be covered by the free cookbooks. The Company assumes responsibility for packing of the cookbooks. The Customer shall inspect the delivered cookbooks for damage, and verify the number of boxes delivered. Damaged or missing cookbooks must be reported to the Company within 10 days. Under no circumstances are books to be returned to the Company without prior written approval from the Company.

**OVERRUN/UNDERRUN:** Following standard Printing Trade Customs, all orders will be subject to a 10% overrun/underrun factor, so you may not receive the exact number of cookbooks ordered. However, you will only be billed for those cookbooks actually received, minus your FREE cookbooks.

**CORRECTIONS:** The Company reserves the right to use its judgment on design of artwork and cookbook cover if no definite instructions are provided. Errors found in the Customer's books shall be corrected at the Customer's request on the subsequent printing. Any errors found to be the fault of the Company will be corrected free of charge. Any errors found to be the fault

of the Customer whether due to material submitted inadequately by the Customer or due to inadequate final proofing by the Customer will be subject to a correction charge. The Company will hold the Customer's original copy for a period of three (3) months, and will return Customer's copy after this period only if requested by the customer.

**PAYMENT:** Qualified organizations receive the following terms: one-half of the balance due 37 days after shipment, and the remaining balance due 67 days after shipment. Accounts may be paid in full at any time before invoice due dates. Individuals and families must pay one-half of the estimated cost of the order at the time the order is placed, with the balance plus shipping due before the cookbooks are shipped. Delinquent accounts (those over 90 days) will be subject to 1½% per month interest charges (18% per annum). If collection agency and/or attorney fees are required to collect overdue accounts, the Customer is liable for all collection charges. All orders must be paid in U.S. currency, or by Visa, MasterCard, or Discover credit cards.

**CONDITIONS:** Upon receipt of this Cookbook Order Form and receipt of recipes, this contract is in effect and binding. If Customer cancels, they will be responsible for any costs incurred by the Company for production time and/or materials invested in the order.

**COPYRIGHTS & TRADEMARKS:** The Customer warrants that releases have been obtained to reproduce any and all copyrighted materials submitted for reproduction.

**INDEMNIFICATION:** The Customer shall indemnify and hold harmless the Company, and its authorized representatives, from any and all loss, cost, expense, and damages on account of any and all claims, demands, actions, and proceedings that may be instituted against the Company on grounds alleging that the said manufacture, use, marketing, or sale of the cookbook violates any copyright, trademark or proprietary right of any person or business. The Customer agrees to, at Customer's own expense, promptly defend and continue the defense of any such claim, demand, action or proceeding that may be brought against the Company.

## PLEASE SIGN HERE

We (I) have read the above and we (I) hereby authorize the Company to compile and print a cookbook in the quantity and specifications as stated on this Cookbook Order Form. We (I) understand fully the terms and conditions, and by signing this contract we (I) agree to be responsible for prompt payment within the specified time.

**ORGANIZATIONS: TWO** unrelated adult signatures are required before the order can be processed.

**BUSINESSES:** Please call our Customer Service Department for information.

**INDIVIDUALS AND FAMILIES:** One adult signer is required before the order can be processed.

Name (Please Print) \_\_\_\_\_ Date \_\_\_\_\_

Name (Please Print) \_\_\_\_\_ Date \_\_\_\_\_

Signed X \_\_\_\_\_

Signed X \_\_\_\_\_

**SIGNATURE REQUIRED**

**SIGNATURE REQUIRED**

Title \_\_\_\_\_ Term Expires \_\_\_\_\_

Title \_\_\_\_\_ Term Expires \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Home Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Business Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Business Phone ( \_\_\_\_\_ ) \_\_\_\_\_