



**B. Upgraded Cover: Complete this section**

**Outside Front Cover**

- Our artwork is press-ready - or -  Cookbook Publishers' art department please design from our mock-up.
- Cover Wording Typestyle (p. 42): \_\_\_\_\_
- Black ink (FREE) - or -
- House ink (p. 40, Color: \_\_\_\_\_),  PMS ink (Specify: \_\_\_\_\_) or  Multi-Color .....\$20/book

Note: Black ink plus any color is multi-color

**Other Covers (Soft Cover Style):**

- Textured Printing (only available on select covers (see web site)), soft cover only .....\$30/book
- Inside Front Cover \_\_\_\_\_  Inside Back Cover \_\_\_\_\_  Outside Back Cover \_\_\_\_\_
- Our artwork is press-ready - or -  Cookbook Publishers' art department please design from our mock-up.
- Wording Typestyle (p. 42): \_\_\_\_\_
- Print our design and/or wording in black ink .....\$10/book
- Print our design and/or wording in house ink (p. 40, Color: \_\_\_\_\_) .....\$20/book

Note: Black ink plus any color is multi-color

**Printed Liners for Hardback Cover and Padded 3-Ring Binder Style**

**Design: Choose one**

- Table Settings/Napkin Folding  Equivalent/Measurements  Frame  Corners  Our artwork

**Ink Color: Choose one**

- Black ink .....\$20/book
- House ink (p. 40, Color: \_\_\_\_\_),  PMS ink (Specify: \_\_\_\_\_) or  Multi-Color .....\$40/book
- Specific cover instructions are enclosed

**BINDER (Cookbook Creations Guide, p. 41)**

- Plastic Comb Binder (Soft Cover or Hardback Cover) ..... FREE  
First Color Choice: \_\_\_\_\_ Second Color Choice: \_\_\_\_\_
- Imprinted Plastic Comb Binder: 100-299 books @ \$.60/book / 300-499 books @ \$.45/book / 500+ books @ \$.30/book  
Ink Color for imprint (p. 40): \_\_\_\_\_  
Wording: \_\_\_\_\_
- Plastic Coil Binder (Soft Cover only, maximum 500 recipes) ..... FREE  
First Color Choice: \_\_\_\_\_ Second Color Choice: \_\_\_\_\_

**DIVIDERS (Cookbook Creations Guide, p. 30-38)**

**A. Standard Dividers (7 per set). Complete this section.**

- Standard Divider Design. Design name (p. 31-33): \_\_\_\_\_ .... FREE
- Black & White Divider Design. Design name (p. 37-38): \_\_\_\_\_ Subtract \$.10/book  
Photos (if using Cook's Book Divider Set):  Use our photos  Use Cookbook Publishers' photos
- Standard Divider Design, TABBED. Design name: \_\_\_\_\_ .....\$40/book

Note: If you are using a Standard Divider Design with your own Category titles, see Section C below. If you select a customizable divider set from p. 34-36, and use our 7 standard Category titles, images, and inks, the divider set is FREE.

**Upgraded Dividers. Complete this section (continues on page 3).**

**B. Divider Stock: Choose one and name the color (p. 40).**

- Paper (Color): \_\_\_\_\_ # div \_\_\_\_ x \$.03/div (per book)
- Card Stock (Color): \_\_\_\_\_ # div \_\_\_\_ x \$.05/div (per book)
- Card Stock TABBED (Color): \_\_\_\_\_ # div \_\_\_\_ x \$.10/div (per book)

**C. Divider Design and Ink**

- Customizable Divider Design. Design name (p. 34-36): \_\_\_\_\_ # div \_\_\_\_ x \$.15/div (per book)  
Photos:  Use ours - or -  Use Cookbook Publishers' photos  
Categories:  Use Cookbook Publishers' standard - or -  
 Use ours (enclosed) ..... # div \_\_\_\_ x \$.15/div (per book)  
Typestyle:  Cookbook Publishers, please choose appropriate typestyle.  Choose typestyle (p. 42): \_\_\_\_\_
- DIY Custom Dividers
- Our artwork is press-ready - or -  Cookbook Publishers' art department please design from our mock-up.  
Ink:  Black ink (FREE) - or -
- House ink (p. 40, Color: \_\_\_\_\_), PMS ink (Specify: \_\_\_\_\_) or Multi-Color ..... # div \_\_\_\_ x \$.15/div (per book)
- Use our photos/artwork on single-color custom dividers .....# images \_\_\_\_ x \$.03/image (per book)

**D. Backs of DIY Custom Dividers:**

- Leave back of custom dividers blank ..... **FREE**
- Print Cookbook Publishers' information in Black ink on the back of our custom divider(s)..... **FREE**
- Print custom divider backs in black ink ..... # div \_\_\_\_ x \$.04/div (per book)
- House ink (p. 40, Color: \_\_\_\_\_),  PMS ink (Specify: \_\_\_\_\_), or  Multi-Color ..... # div \_\_\_\_ x \$.15/div (per book)
- Specific divider instructions are enclosed.

**RECIPE PAGES** (*Cookbook Creations Guide, p. 52-60*)

Choose one format: (Standard, Upgraded, or CentSaver™)

- Standard Recipe Format with Recipes Continued.**
- Traditional  Classic  Welcome Home  E-Z Read.....**FREE**
- Please use *Recipes Not Continued* layout with the format above..... \$.20/book
- Upgrade** Recipe Format (only in *Recipes Not Continued*)..... \$.20/book
- Black Tie  Casual  Fanciful  Premiere
- CentSaver™** Recipe Format (*Recipes Not Continued* and fillers not available)..... **Subtract \$.10/book**
- Paper Stock – **Choose one:**  White 60# paper stock (**FREE**)  Crème paper stock ..... \$.20/book
- Include Sub-Categories ..... \$.05/book
- Include Recipe Notes\*  NO, Omit all Recipe Notes. (p. 51)..... \$.25/book
- \*Note: We will automatically add \$.25 per book if Recipe Notes are included in recipes that we typeset and neither box is checked above, or if Recipe Notes are included in your U-Type-It™ recipes.*
- Include Contributor Index (Recipe Index is automatically included).....**FREE**

**TEXT & ART FILLERS** (*available with Recipes Not Continued only*):

- Use our art or text fillers (enclosed) ..... \$.15/book
- Please use Cookbook Publishers' art or text fillers. Filler set name (p. 62): \_\_\_\_\_ \$.15/book
- Include Recipe Icons (*See cookbookpublishers.com*) ..... \$.05/book
- Specific Recipe Page Instructions are enclosed.

**PERSONAL PAGES** (*Cookbook Creations Guide, p. 45*)

- We want the following **FREE Personal Pages** (up to 4) in the front of our cookbook in the following order:
- \_\_\_\_\_ Title Page or substitute with \_\_\_\_\_
- \_\_\_\_\_ Expression of Appreciation or substitute with \_\_\_\_\_
- \_\_\_\_\_ Photo or Sketch Page or substitute with \_\_\_\_\_
- \_\_\_\_\_ Officers/Committee Page or substitute with \_\_\_\_\_
- Include additional personal pages in black ink. ....#pages \_\_\_\_ x \$.04/page (per book)
- Include additional photographs or artwork. ....#images \_\_\_\_ x \$.03/image (per book)
- Print personal pages in  House ink (p. 40, Color: \_\_\_\_\_),  PMS ink (Specify: \_\_\_\_\_) or
- Multi-Color .....#pages \_\_\_\_ x \$.15/page (per book)
- Include 12 pages of nutritional information in the back of our cookbook..... **FREE**
- Specific Special Page Instructions are enclosed.

**Total all per-book prices for your COST PER BOOK** ..... **TOTAL****ADDITIONAL OPTIONS**

- We want to proof all components of our cookbook copy  e-proof  mailed ..... \$35.00 (per order)
- E-proof of components other than recipes (specify under special instructions) ..... \$25.00 (per order)
- We have submitted inside advertising pages..... #pages \_\_\_\_ x \$40.00/page (per order)
- We have submitted cover ads (Ink charges apply. See p. 2)..... #pages \_\_\_\_ x \$40.00/page (per order)
- Return our artwork/photos ..... \$5.00 shipping and handling
- Return our recipes ..... \$10.00 shipping and handling  
(recipes will be returned 3 months after your cookbooks are shipped)
- We have included \_\_\_\_\_ charts in our cookbook. (*Cookbook Publishers will provide cost estimate*)

# SPECIAL INSTRUCTIONS

Name to be printed on the order form in the 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: \_\_\_\_\_

## CONTRACT

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

**Signers of contract are financially responsible for payment of cookbooks.**

**TERMS & CONDITIONS:** Cookbook Publishers, 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. 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.

**PRODUCTION:** The Company assumes responsibility for scheduling and production of the cookbooks. The normal production time is 30 to 40 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. For orders requiring USPS delivery, freight will be paid before books ship. 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. Defective books not attributable to shipping damage must be reported to the Company within 60 days after shipment of books. The Company reserves the right to credit, replace, or repair defective books.

**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 30 days after shipment, and the remaining balance due 60 days after shipment. Accounts may be paid in full at any time before invoice due dates. **Businesses, 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.

**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. One signer must be authorized to make financial decisions. **BUSINESSES, INDIVIDUALS, AND FAMILIES:** One adult signer and 1/2 payment is required before the order can be processed.

All fields are required.

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

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

**SIGNATURE REQUIRED**

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

Address \_\_\_\_\_

City \_\_\_\_\_

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

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

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

E-Mail \_\_\_\_\_

EIN # (Organizations and Businesses Only): \_\_\_\_\_

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

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

**SIGNATURE REQUIRED**

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City \_\_\_\_\_

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

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

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

E-Mail \_\_\_\_\_

EIN # (Organizations and Businesses Only): \_\_\_\_\_