

## BOOKSTORE FOR 2017 NFSPS CONVENTION

All poets registered for the 2017 convention may sell their books in our safe and secure bookstore at no cost. If you are shipping books to the hotel, the following rules must be followed:

- 1) All shipments must arrive at the hotel by June 29<sup>th</sup>; note, if boxes arrive earlier than June 29, boxes will be stored and handled for a fee of \$5.00 per box per day (hotel policy);
- 2) **Shipments must include hotel's receiving form, available from the hotel or downloaded from [nfsp.com](http://nfsp.com) convention page;**
- 3) Ship books to Hilton Fort Worth, 815 Main St., Fort Worth, TX 76102, NFSPS Convention, "Hold for (name of guest who will receive package)".

All shipments received will be placed in safe storage until the bookstore is set up. Those authors and publishers bringing their books for sale at the convention should bring them to the bookstore as their first order of business to be sure they are processed and placed on the tables, along with any promotional signs furnished by authors and publishers. If you are bringing books to sell, please e-mail the following information to our Bookstore Director, Michaud Lamrouex at [lamrouex@sbcglobal.net](mailto:lamrouex@sbcglobal.net) before Friday, June 23:

- 1) Book Title,
- 2) Author's name,
- 3) Price of book,
- 4) Number of copies you will bring.

He will enter this information in his laptop computer and create a spreadsheet tracking of all your sales. For every book placed in the bookstore, please attach a sticky tab to the inside cover of each book before you arrive. Print legibly the following information on the sticky tab:

- 1) Book title,
- 2) Author's name,
- 3) Price of the book.

This must be done for every book sold in the bookstore, and books will not be placed in the bookstore for sale until they are properly marked and identified. Checks, cash, and credit cards may be used for purchases in the bookstore. Each credit card sale will include a 2.6% surcharge that is paid by the customer for which the bookstore is charged by the credit card company. This way, it is a "break even" proposition for the bookstore.