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## SALES REPRESENTATIVES

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**RIGHTS MANAGER  
Maral Maclagan** 416-915-3524  
mmaclagan@scholastic.ca

## HOW TO REACH US

**CUSTOMER SERVICE, NEW ACCOUNT  
INFORMATION, DISCOUNTS  
Donna Aloise** 905-887-7323 Ext. 4393  
daloise@scholastic.ca

**ACCOUNTS RECEIVABLE**  
175 Hillmount Road  
Markham, ON L6C 1Z7  
**Joanne Hume** 905-887-7323 Ext. 4295  
jhume@scholastic.ca

## SLIDING DISCOUNT SALE

1 - 24 assorted books.....20%  
25 - 149 assorted books.....40%  
150 - 299 assorted books.....42%  
300 - 499 assorted books.....43%  
500+ assorted books.....45%

• **NON-RETURNABLE DISCOUNT.....50%**  
• All non-returnable business with Scholastic will be considered fully non-returnable on an ongoing basis. Non-returnable accounts may not revert back to sliding scale.


## Initial Order:

Order requirements to open an account:  
1. \$200.00 retail value minimum.  
2. Completed credit application.  
3. 50% payment of order's net value must accompany order — balance is Net 30 days.  
4. F.O.B. Canada.

## Subsequent Orders:

Minimum order requirement for 40% discount:  
1. 25 assorted books (paperback or hardcover) or \$150.00 retail value.  
2. F.O.B. Canada.  
3. Orders which fall under this minimum will receive a 20% discount.  
4. Terms are Net 30 days.

## TRADE RETURN POLICY

- All books must be resaleable condition.
  - no stickers or books with covers damaged by stickers.
  - no stamps.
  - no torn dust jackets or damaged covers.
  - no 'out of print' titles unless the invoice date is less than 12 (twelve) months past.
- Only full book returns EXCEPT where indicated by an  on the back cover. Documentation must accompany returns. Please indicate the ISBN.
- All returns will be credited at a flat 46% unless invoice numbers accompany the return in which case the return will be credited at the original purchased discount.
- Returns must be shipped prepaid. Collect shipments will not be accepted. Returns' and claim number must be clearly marked on all cartons.
- Any discrepancy found in return shipments will be credited on the basis of Scholastic's count.
- Returns are sent at customer's risk. Credit will not be issued on return shipments lost in transit.
- Returns may only be made between 3 (three) and 12 (twelve) months from the date of invoice.

## 8. Address returns:

**RETURNS DEPARTMENT**  
Scholastic Canada Ltd.  
1220 Nicholson Road  
Newmarket, ON L3Y 9C4

## CO-OP POLICY

### TERMS:

- ALL CO-OP MUST BE PRE-APPROVED BY SCHOLASTIC'S HEAD OFFICE. Contact your sales representative or Denise Anderson at danderson@scholastic.ca.
- Scholastic's co-op program is based on 2% of an accounts previous year's net sales (as per Scholastic's year end, May 31). Co-op may be used for up to 50% of the cost of promotion or advertising.
- The account will be issued a credit for the agreed co-op amount when an invoice and a copy of the ad or proof of promotion are received by Scholastic's trade department. Invoices must be sent within 90 days to Denise Anderson, 604 King Street West Toronto, Ontario M5V 1E1.

