



WHOLESALE DEALER TERMS & POLICIES

Effective January 1, 2016

Subject to change without notice

Thank you for partnering with David C Cook (DCC) to provide churches with the highest quality Christian resources.

To receive a credit application, call 800-323-7543. In order to receive a wholesale discount, a current credit application form must be signed, approved, and on file with DCC.

ORDER FORMS

To receive current quarter curriculum order forms or to enroll in the Automatic Order program, call 800-323-7543

or download order forms at: bookstore.davidccook.com

SHIPPING

Orders are sent the most efficient way from Elgin, IL. Orders over 600 lbs. are usually shipped by truck. Orders weighing less than 600 lbs. are shipped FedEx Ground unless otherwise specified. Please allow 2-3 weeks for delivery. When a special shipping method is requested, the shipping charges are billed to the dealer.

DROP SHIP

Orders shipped to destinations other than stores and their branches receive half of their regular discount on all products and are not eligible for Free Freight.

BILLING

Invoices are dated from the day the order is shipped. The due date of the invoice is computed to be either 30 days from the invoice date or the next to last day of the 1st month of the quarter the material is for, whichever date is later. If payment is not received promptly, a 1.5% finance charge will be issued on past due accounts.

QUARTERLY CURRICULUM FREE FREIGHT GUIDELINES

If you qualify for our free freight shipments, our curriculum brands (Bible-in-Life, Echoes, Wesley, Scripture Press, Accent, Reformation Press, and Gospel Light) will be shipped without freight charges within the 48 contiguous United States, subject to the following conditions:

Orders must be \$500 or more, ordered through our retail site (bookstore.davidccook.com), and placed by the following dates:

| | |
|--------------------|-----------|
| Fall (Sept Qtr) | July 20th |
| Winter (Dec Qtr) | Oct 20th |
| Spring (March Qtr) | Jan 20th |
| Summer (June Qtr) | Apr 20th |

Stores must not be inside a residential setting, garage, or rented storage facility. Stores that are in a church must be open to the public and operate on standard retail hours.

Account must be in good credit standing.

CURRICULUM RETURNS

(Bible-in-Life, Echoes, Wesley, Scripture Press, Accent, and Reformation Press) In order to receive credit, a Curriculum Credit Request form (CCR) must be postmarked by the following dates:

| | |
|--------------------|---------|
| Fall (Sept Qtr) | Nov 1st |
| Winter (Dec Qtr) | Feb 1st |
| Spring (March Qtr) | May 1st |
| Summer (June Qtr) | Aug 1st |

Credit for scope and sequenced dated curriculum of up to 10% of your largest curriculum stock order will be applied to the dealer's account after the Curriculum Credit Request forms have been received and processed by DCC. Return forms to the address shown on the forms or fax to: 800-430-0726.

Scope and sequenced non-dated curriculum (Gospel Light) must physically be returned to David C Cook by the above date schedule to receive credit.

In the event the dealer does have additional curriculum at the end of the quarter (for which allowances have already been requested), we grant permission and encourage you

to use this product as samples for churches not currently using DCC curriculum. There is no need to return unsold dated curriculum. (Gospel Light excluded; Gospel Light Curriculum must be returned.)

Dealers may submit one credit request per brand per quarter for the current quarter's curriculum, excluding Gospel Light curriculum. Overstock will not be accepted before the start of the quarter.

RETURNS

David C Cook Product

IMPORTANT: Freight costs for returns not related to service issues are the responsibility of each bookstore. Call Tags will not be issued.

Books, Church Resource, and Toy and Game Products: may be returned as long as they are in re-saleable condition and not out of print.

Please check our list of products that will be going out of print before you prepare your return. Get it at bookstore.davidccook.com

If you would like to defer your return shipping cost, we would like to offer you a non-returnable markdown of 75% upon approval.

David C Cook NIV & KJV Lesson Commentaries:

The deadline for full credit is June 30th of the year shown on the product. No credit will be given after June 30th.