

# The Used Book Agency Contract

Please write down your **eight-digit code**: \_\_\_\_\_ (first digit = F for fall, S for spring; second and third = 20??; fourth = first letter of first name; last four = first four letters of last name; put X for remaining blanks if your last name is shorter than 4 letters)

**Name:** \_\_\_\_\_ **College:** \_\_\_\_\_ **Year of Graduation:** \_\_\_\_\_ **Yale Station #:** \_\_\_\_\_

**Home address:** \_\_\_\_\_

**Email address:** \_\_\_\_\_ **Social Security Number:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

1. Choose a price for each book. We recommend 60-75% of the book's original cover-price. You will receive 75% of that price when your book sells. Generally, TUBA prices should be lower than the Coop's and the Bookstore's since there is no mark-up with TUBA.
2. In the numbered spaces below, make a list of each book's title (shortened versions might be necessary to fit in the space), author's last name, Yale course for which the book was used, and price. Please continue on the back of this sheet with #11 if you have more than fifteen books.
3. Print **4** things on the inside cover of each book you are consigning:
  - a) the line number of each book as it is written on the list below
  - b) your 8-digit code (at the top of this contract)
  - c) the Yale course in which the book was used
  - d) and your chosen price for each of the books

**EXAMPLE:**

a) #5
b) S99JDOEX
c) Math 115
d) \$40.00

4. Please read the entire contract and make sure you fully understand its provisions before signing. This is our only permanent record of which books belong to you.

PLEASE NOTE: About 4 to 6 weeks after your books have sold, we will send you a check for 75% of the total sales amount. We will also email you a notice shortly before the checks will be sent out. **You must return to Hendrie Hall within one year from the time you filled out your contract either to renew your contract or to reclaim your unsold books.** If you decide to renew your contract, please remember to do so each year as well as to update your address. Books which are not reclaimed or whose contracts are not renewed will be forfeited to TUBA.

I have read and fully understand the above contract. I also understand that TUBA cannot be held responsible for my misunderstanding the terms of this contract. Please sign and date the space below:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

	Title (may be shortened to fit in space)	Author's Last Name	Yale Course	Price
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

TUBA cannot be held responsible for loss of or damage to books caused by theft, vandalism, flooding, or any occurrences not due to gross negligence

TUBA is the Used Book Agency, a member of the Association of Student Agencies (ASA)