

**California Psychological Association  
2018 Convention Bookstore**

**Are you a published author? Do you sell other media you created?**

**Be Part of the Convention Bookstore**

**All presenters and attending CPA members welcome!**

**All convention speakers as well as CPA members attending the 2018 Convention** are invited to sell their books, CDs, DVDs, etc. during the convention. In addition, we are offering you the opportunity to do author signings if you sell items through the CPA Bookstore. We hope you will participate!

Reserve by **February 16, 2018 to have your signing listed in the program.**

**AUTHOR RESPONSIBILITIES**

Authors are responsible for delivering their items to bookstore at the convention. You may deliver them when you arrive at the convention or ship your items to the hotel by April 25, 2018. All items for sale must be designated in advance on the enclosed RSVP form. No substitution of items can be made onsite.

Any materials not sold at the convention are the responsibility of the speaker and must be picked up at registration on Sunday, April 29, 2018 between 9:00 am to 12:00 pm. Unsold materials not picked up WILL NOT be returned by mail and become the property of CPA or will be disposed.

**TERMS OF AGREEMENT**

1. **CPA will accept items to sell ONLY if CPA receives the enclosed sales reservation form by February 16, 2018.**
2. CPA will schedule author signings by March 16, 2018.
3. **Do not send the items to the CPA Office.**
4. **Items for the bookstore MUST shipped directly to the hotel or delivered in person at the convention. Items may not be sent to the hotel before April 23, 2018.**
5. Ship item to the hotel by addressing as follows:  
Cindy Miglino, Convention Manager  
Attn: Mary Rich, Event Planning Manager  
California Psychological Assn. 2018 Convention – April 26-29, 2018  
Hyatt Regency La Jolla at Aventine  
3777 La Jolla Village Dr.  
San Diego, CA, 92122
6. CPA will retain a 20% commission on the sticker price of all items sold. The author will receive 80%. CPA will collect, do the reporting, and pay sales tax to the State of California on all items sold.
7. Any unsold materials must be picked up from CPA Staff at the registration desk on Sunday, April 29, 2018 between 9:00 am and Noon. (if not picked up materials will become the property of CPA and they cannot be returned).
8. Checks for the proceeds of all sales will be mailed to speakers by May 30, 2018.

Questions? Contact the Cindy Miglino at 916 286-7979 x123 or send an e-mail to [cmiglino@cpapsych.org](mailto:cmiglino@cpapsych.org).

**California Psychological Association**  
**2018 Convention Bookstore Sales Reservation Form**

YES, I agree to the terms outlined by the CPA central office for selling items in the 2018 Convention Bookstore. We suggest you send 10-30 copies of each item to sell. You may also bring copies of your order form that we can give to attendees if your item sells out.

**Speaker or member name who is selling items (please print clearly):**

Name \_\_\_\_\_ Day phone \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Email address \_\_\_\_\_

**YES, I would like to participate in an author signing!**

Please choose three times from the list below and rank them with "1" being your first choice and "3" being your third choice.

\_\_\_ Friday, break, 10:30 am – 11:00 am

\_\_\_ Saturday, break 10:00 am – 10:30 am

\_\_\_ Friday, break, 3:30 pm – 4:00 pm

\_\_\_ Saturday, break 3:30 pm – 4:00 pm

**I would like to sell the following item(s):**

**#1** –Item Title or Name (to be used on receipt form) \_\_\_\_\_

Author(s) name \_\_\_\_\_

Quantity Bringing to Sell \_\_\_\_\_ Selling Price EACH (do NOT include sales tax) \_\_\_\_\_

Description (ie: book, CD, DVD, etc.) \_\_\_\_\_

**#2** – Item Title or Name (to be used on receipt form) \_\_\_\_\_

Author(s) name \_\_\_\_\_

Quantity Bringing to Sell \_\_\_\_\_ Selling Price EACH (do NOT include sales tax) \$ \_\_\_\_\_

Description (ie: book, CD, DVD, etc.) \_\_\_\_\_

**Copy this page if you have more than two items to sell**

**I AGREE TO THE FOLLOWING TERMS:**

1. CPA will accept items to sell and author signings will be scheduled ONLY if CPA receives this sales reservation form by \_\_\_\_\_.
2. CPA will retain a 20% commission on the sticker price of all items sold. In addition, CPA will collect, do the reporting, and pay sales tax to the State of California on all items sold.
3. Any unsold materials must be picked up from CPA Staff at the registration desk on Sunday, April 29, 2018 between 9:00 am and 12:00 pm. (If not picked up, materials will become the property of CPA and they cannot be returned).
4. Checks for the proceeds of all sales will be mailed to speakers by \_\_\_\_\_.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Mail, email or Fax this form By \_\_\_\_\_ to Cindy Miglino, Convention Manager, California Psychological Assn.**  
CPA Bookstore, 1231 I Street, Suite 204, Sacramento, CA 95814 Fax 916 286-7971 cmiglino@cpapsych.org