

Riverview Press
8830 W. Terrapin Hills Rd.
Columbia, MO 65203



Riverview Press

STATEMENT of SERVICES

This Statement of Services (SOS) is a contract entered into as of _____ (date)
between Riverview Press (Service Provider) and _____ (client).
The term 'Work' shall mean the book titled _____
created by the client.

Description of work to be done by Service Provider:

FICTION AND NON-FICTION

1. One-on-one author support to include but not limited to:
Content feedback, editing/proofreading suggestions, pricing and other
items deemed necessary by the client
2. Cover design
3. Interior layout including one round of editing
4. 10 images insertions (provided by author)
5. ISBN assignment with books in print
6. US Copyright registration
7. Availability in e-book format
8. Availability in paperback format
9. Availability in hardcover (additional charge)
10. Worldwide online book distribution
11. 3 paperback Author's complimentary copies
12. Book preview in Amazon, Barnes & Noble, and Google Books
13. 100% royalty (paid quarterly)
14. Book returnability
15. Book availability in Writers' Branding online bookstore
16. Writers' Branding social media exposure
17. Exposure on Riverview Press website
18. Riverview Press Facebook exposure

CHILDREN'S BOOKS:

1. One-on-one author support to include but not limited to:
Content feedback, editing/proofreading suggestions, pricing and other items deemed necessary by the client
2. Cover illustration
3. Interior illustrations (15)
4. Interior layout
5. ISBN assignment with Books in Print
6. Worldwide online book distribution
7. Book availability in ebook format
8. Book availability in paperback format
9. Book availability in hardcover (additional charge)
10. 3 paperback author's complimentary copies
11. Book preview in Amazon, Barnes and Noble, and Google Books
12. 100% royalty (paid quarterly)
13. Booksellers Insurance (returnability)
14. Exposure on Riverview Press website
15. Riverview Press Facebook exposure

At all times during the publishing process, Client will remain in control and ownership of Work. Client will make all decisions regarding publication of the Work and will make final approval before any step of publication is considered complete.

Galley Sheet:

Client will determine cover prices of the Work, upon consideration of suggestions given by Service Provider. Once prices and royalties have been finalized, Client will be given a Galley Sheet showing approximate royalties available from both online distribution and from Writers' Branding bookstore or online website.

Royalties:

Royalties will be paid to Client on all NET sales of the Work except with respect to: (a) sales of used copies of the Work, (b) sales of the Work to the client, and (c) copies of the Work given to any person or entity free of charge.

Total sales of the Work and royalties are calculated on a calendar quarter basis. Royalties due will be paid within ninety (90) days after the end of each calendar quarter. Service Provider may accrue and withhold payment until the total amount of royalties earned equals or exceeds fifty-five dollars (\$55.00). All held royalties will be paid in full within ninety (90) days after the end of each calendar year.

For avoidance of doubt, Service Provider is not entitled to any fees or royalties earned by Client.

Purchasing:

Client may purchase copies of the Work directly from the Service Provider. Cost of such purchase will be the total of cost to print, taxes, shipping and handling fees.

Payment will be made directly to the Service Provider at the time the order is placed.

Costs:

FICTION AND NON-FICTION:

Costs for publishing services with Riverview Press are based on the number of words in the Work. The pricing schedule is:

Less than 40,000 words - - - \$1,200.00

40,000 – 60,000 words - - - \$1,400.00

60,000 – 75,000 words - - - \$1,500.00

75,000 – 100,000 words - - - \$1,900.00

100,000 – 125,000 words - - \$2,200.00

CHILDREN’S BOOKS

Introductory Price for Children’s Books is \$1,000.00.

The price will increase to \$1,250.00 on Jan. 1, 2024.

Payment can be made with cash or certified check.

If requested, the payment can be made in two installments.

Payment in full is required before the publishing process begins.

Once work has started, the fee is non-refundable.

Fees:

Client agrees to pay Service Provider \$_____ for the publication of Work titled _____.

Additional fees may be incurred (ex. Hardcover availability, additional images, client-driven revisions to cover or layout after the initial approval has been made, other changes required by the client after approval has been given). Client will be advised as to the cost and Client agrees to pay these additional fees before the changes are made.

Signatures:

_____ Client _____ Date

_____ Service Provider _____ Date