

## **Author Report Policy**

An author report is a statement of book sales, the format of the book, and royalties to be paid. This report consists of cumulative sales between the 21<sup>st</sup> of the month to the 20<sup>th</sup> of the following month.

Upon contractual agreement, Rejoice Essential Publishing is required to send all authors author reports.

Volume: [1]

Chapter : [1]

Responsible Executive: Kimberly Moses

Responsible Office: Publishing Representative

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Date Last Revised: None

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<b>Policy Clarification</b>		
Title/Office	Telephone	Email/Webpage
Kimberly Moses/ Pub. Rep.	719-425-9764	www.republishing.org

### **STATEMENT OF POLICY**

Rejoice Essential Publishing will only send author reports if there are any sales to report during the cumulative period. An author will receive a report the week of the 21<sup>st</sup> each month.

### **REASON FOR THIS POLICY**

Rejoice Essential Publishing believes in efficiency as the Lord allows growth. Some authors have requested only to be contacted if they sold any books. We try to honor and accommodate our authors' needs.

## **INDIVIDUALS AND ENTITIES AFFECTED BY THIS POLICY**

Authors represented by Rejoice Essential Publishing.

## **EXCLUSIONS**

“None.”

## **RESPONSIBILITIES**

Monthly statements will still be issued if there are any sales to report.

## **DEFINITIONS**

Author royalties are what a publisher pays you as an author for the rights to sell your book.

## **RELATED DOCUMENTS, FORMS AND TOOLS**

“None.”

## **WEBSITE ADDRESS FOR THIS POLICY**

[www.republishing.org](http://www.republishing.org)

## **HISTORY AND UPDATES**

None

## **APPENDIX**

“There are no appendices to this policy”