

Kingdom Publishing Group, Inc.



KPG Book Publishing

A division of Kingdom Publishing Group, Inc.

BOOK PUBLISHING AGREEMENT

GUIDELINES

All work performed by KPG Book Publishing (KPG) must be Christian in nature and sound in doctrine. We believe in Jesus Christ and that He is the resurrected Savior of humankind. We strive to follow God's principles as outlined in the Holy Bible. Thus, we will only publish work that serves to bring spiritual life, healing, deliverance, and salvation to its readers, in the name of Jesus. Our expectation is that all authors have sought the Lord through prayer and meditation, and that in knowing God's purpose, they will strive to fulfill their God-inspired vision in reverence and obedience to the Lord. It is through fulfilling the great commission that the readers will be edified, exalted, admonished and/or comforted to the glory of God the Father.

CONSULTATIONS

Authors are required to have an initial consultation with the publisher or publisher's representative. This no-obligation meeting provides an opportunity for the author to communicate their God-inspired vision and for the publisher to determine if your vision is in line with what God has purposed for KPG Book Publishing to fulfill. Equally, the consultation offers the opportunity for the author to decide if KPG Book Publishing is a good fit for their work. If KPG Book Publishing accepts your manuscript, we will respect the vision that God has given to you. We are not in the business of telling our customers what God is saying to them. However, we will assist you in conveying your message in a manner that is scripturally accurate, and allows for ease of understanding for the reader. Our policy is that all work must line up with the word of God. We expect that our authors will respect our guidance and counsel.

SUBMISSION OF WORK

We **do not** accept handwritten work. We prefer that all work be typed and submitted on a floppy disk, compact disc, flash or jump drive, or by electronic file (e-mail). We accept files in Corel, Microsoft, or Adobe formats. Your complete manuscript must be submitted prior to starting all work. There is a \$2.00 per page charge for any work that needs to be scanned.

DRAFTS

We offer three electronic (PDF) drafts of your book layout for your review: an initial draft, a second draft with editor's suggestions, and a final draft. The initial draft of all work will be completed by KPG Book Publishing within 20 business days from the date we receive your manuscript along with your initial payment (1/3 of publishing fee). A second installment, equal to 1/3 payment of the total publishing fee, is due at the time you receive your first draft (before your book goes to editing) and the remaining balance is due at the time you receive your third draft. Authors will have the liberty to make any changes they desire to the initial and second drafts. However, the third draft review allows the author to proof and make any minor changes to their work. Minor changes include spelling and grammar corrections ONLY. Any major changes to third drafts (which are not our errors), will be assessed an additional editing fee based on work required. Upon receipt of your changes to the third draft, KPG will make all corrections and prepare your cover and book for print.

_____ I understand the draft process and agree to adhere to the guidelines as stated.

EDITING AND PROOFING

In the self-publishing process, it is expected that the author will play an active role in editing and proofing their manuscript. While your agreement does offer professional editing services, we believe that only the author truly knows what God is telling them. Therefore, your input is necessary. KPG Book Publishing reserves the right to refuse to publish any work that does not line up with the word of God and/or that which requires scriptural editorial changes of which the author does not agree to make.

EXTENSIVE EDITING SERVICES

For manuscripts that have excessive spelling, grammar and content issues, KPG Book Publishing may require that your project be extensively edited prior to being published. Our freelance editors can extensively edit your manuscript. The fees for extensive editing services are in addition to the publishing fee, and are assessed based on the work provided. Authors have the option of using our editors or they may choose their own professional editor. However, KPG Book Publishing reserves the right to refuse any manuscript that does not meet our standards of excellence as it relates to editing.

_____ I understand the editing and proofing process and agree to adhere to the guidelines as stated.

COVER DESIGNS

KPG Book Publishing can accept your cover design on at no additional charge. We also have graphic and sketch artists on staff who can assist you in designing your cover if needed. **Cover design fees are \$375.00. However, this fee does not apply if you have chosen one of our publishing packages.** Cover design payments are made in two installments: 50% at the start of the job, and the balance upon receipt of final cover. ALL book covers, including those in our publishing packages, are allowed 2 revisions. Additional changes will be assessed \$35.00 per change.

REGISTRATIONS

Your agreement includes KPG Book Publishing handling completion and submission of registrations: ISBN number, Barcode, Copyrights, and Books in Print. Please note that copyright registrations can take up to 22 months before you receive your cataloging documents and books in print registration usually completes within 30 days after your books are printed. ISBN numbers and Barcodes are assigned using the registered numbers assigned to Kingdom Publishing Group, Inc. by the United States ISBN Agency, R.R. Bowker (www.isbn.org). A book registered under our assigned numbers is listed as a book published by Kingdom Publishing Group, Incorporated.

PRINTING YOUR WORK

The cost for printing additional books (that are not included in our publishing packages) is separate and in addition to the publishing fee. Printing costs are based on the number of books you order, type of binding, size of book, and the color and amount of total pages. KPG Book Publishing has partnered with economical printing companies, in the U.S. and China, who will print your work at the highest level of quality, and meet industry standards. To ensure overall quality of our products, all books published by Kingdom Publishing Group, Inc. must be printed by our approved printing company.

Printing payment terms: total payment of printing costs is due at the time your book goes to print and prior to delivery of your books. All publishing fees and printing costs must be paid in full before the release of your disk, and before the rights to your work are transferred to you.

_____ I understand the printing process and agree to adhere to the guidelines as stated.

MARKETING AND PROMOTIONS

It is expected that our authors play an active role in marketing and promoting their work. Therefore, we request that you meet with our marketing professionals to customize a marketing plan. As an added benefit to you, our book publishing division will list your Christian title on-line in our KPG Library at www.kingdompublishing.org. A picture of your book cover and a link to direct your customers with ordering will also be made available.

**PLEASE NOTE: Unless you have selected our distribution service,
KPG Book Publishing does not oversee author's book sales.**

All book sales and order fulfillments are the responsibility of the author. If you are interested in our worldwide distribution service, a representative from KPG Marketing and Promotions will be happy to discuss this option with you. Please note that many bookstores charge a percentage of your book cost (up to 55%) to place your title on their shelves and handle your order fulfillments. The exposure that you receive through their services may prove to be worth their required fees.

Once you receive your printed books, you should schedule your consultation with our Marketing Division. Kingdom Publishing Group's Marketing Division works closely with its authors to develop individualized marketing plans as well as world wide distribution services. Our packages are customized to meet the needs of each author. You can choose from a host of marketing packages or secure one-on-one representation. Prices are based on services and/or packages selected.

TIMELINE

The process from start of job to delivery of books can take approximately 16-36 weeks (4-9 months).

YOUR RIGHTS TO YOUR PUBLISHED WORK

You obtain all rights to your book. Since your God-inspired work belongs to you...and God, KPG Book Publishing does not require any percentage of your sales. KPG Book Publishing does not charge any additional fees for any books that the author sells. Once all fees for preparation of the manuscript and printing services are paid in full, all rights, proceeds, and book sales that the author earns belong to them 100%. After your printed books are delivered, we will provide you with your manuscript layout, book cover, barcode, and ISBN number on compact disc for your records.

Kingdom Publishing Group, Inc. does request that all authors submit two copies of their finished work for our Literary Library and for promotional purposes. The Literary Library serves as a valuable promotional tool to enhance your book sales and allow KPG Book Publishing to display all the work of which they have been blessed to be a part.

_____ I understand my rights to my published work and agree to adhere to the guidelines as stated.

RIGHT TO DISCONTINUE

Both the publisher and author have the right to discontinue services at any time during the publishing process. The author has three (3) business days from the official signing of this agreement to terminate publishing services. A \$250.00 termination fee will apply after three (3) business days of the signing of this agreement. This termination fee is in addition to any charges for services rendered. Please note that all payments for services rendered are non-refundable.

_____ I understand the right to discontinue and agree to adhere to the guidelines as stated.

**KPG BOOK PUBLISHERS ARE HERE TO ASSIST YOU
IN GETTING YOUR GOD-INSPIRED WORK OUT TO THE WORLD.
REMEMBER TO PRAY ABOUT EVERYTHING, AND BE OBEDIENT TO GOD'S LEADING.**

BOOK PUBLISHING FINANCIAL AGREEMENT

PAYMENTS and FEES

This agreement is between KPG Book Publishing (KPG), and the author _____. KPG Book Publishing will provide the following services: _____, for the total cost of _____. This fee is based on your manuscript being no more than _____ pages. Additional pages are assessed at \$5.00 per page. All work will begin upon receipt of an initial payment from the author for _____, which is one third (1/3) of the total publishing cost. One third (1/3) of the total publishing fee, _____ is due upon your receipt of your first draft of your work, and the remaining balance of _____ is due upon receipt of your third draft. There is a return check fee of \$50.00.

CERTIFICATION OF AGREEMENT

I certify that I have read, understand, and agree to all information outlined above.

Author

Date

Publisher

Date

RECEIPT FOR PAYMENT:

Received \$_____ from _____ (author) for work to be performed on _____ (title of book). This is the () full payment () installment payment

Publisher's Signature

Date