# ARTBOX.PUBLISH

# How does the publication of your catalog work?

- 1. Your catalog will receive an official ISBN number.
- 2. A copy of your catalog will be sent to the Swiss National Library for registration.
- 3. Your catalog will be published in the ARTBOX.PUBLISH Shop

## So your catalog

- 1. Can be ordered by any bookstore worldwide
- 2. Is orderable for everyone via the ARTBOX.PUBLISH Shop

## How exactly does it work when someone orders a catalog?

- 1. The order is received by ARTBOX.PUBLISH, no matter which platform is used
- 2. ARTBOX.PUBLISH prints the catalog
- 3. ARTBOX.PUBLISH sends the catalog to the orderer
- 4. All work steps and quality control is done by ARTBOX.PUBLISH

#### What share do you receive when you sell a catalog?

- 1. You will receive a 10% share of the gross sales price per catalog sold, taxes and shipping costs do not count towards the sales price. The fees of credit card companies or PayPal will be paid by ARTBOX.PUBLISH and will not be deducted from the gross sales price.
- 2. You have the possibility to set the selling price of your catalog higher than the given minimum selling price. If you set the price higher, you will receive, in addition to your share of 10% of the minimum sales price, the difference from your set final sales price. For example: the minimum sale price is Euro 18.90, but you want to sell the catalog for Euro 25. So you would get 10% of 18.90, that is Euro 1.89 plus the difference to the final selling price Euro 6.10, in total your share per sold catalog would be Euro 7.99.
- 3. As soon as your shares have reached an amount of at least Euro 50, we will contact you and transfer your shares to a bank account of your choice. The billing will be done automatically when your share account has reached Euro 100 again.

# Can I cancel the publication of the catalog?

- 1. You can cancel the publication of your catalog at any time by sending us an email to: <u>office@artboxpublish.com</u> in which you must officially notify us of the cancellation of the publication.
- 2. We will then cancel the publication and remove your catalog from the available books. The catalog will then also no longer be available in the ARTBOX.PUBLISH store.
- 3. Your credit on your share account will be paid out immediately and the account will be closed.
- 4. If you want to have your catalog republished by another publisher, you have to redesign it. It is not allowed to use our design.
- 5. The ISBN number of your catalog will be deleted and your catalog will no longer be available through bookstores. This does not apply to catalogs that have already been delivered to bookstores.

# How does it work with the different copyrights?

- 1. You have the copyright on your artwork and the photos which are published of your artwork in the catalog.
- 2. You have the copyright on your art statement.
- 3. ARTBOX.PUBLISH has the copyright on the design of the catalog

# Can I reproduce and sell the catalog myself?

- 1. You are not allowed to copy the catalog yourself. You always have the possibility to order catalogs for your further needs at a reduced price directly from us.
- 2. We cannot give you any discount on orders that you do not place directly with us via email to <u>office@artboxpublish.com</u>, e.g. via a bookstore or the ARTBOX.PUBLISH store!
- 3. You may resell the copies you ordered yourself.

## Can I still change the price of my catalog after publication?

1. It is possible to change the price of your catalog after publication. To do so, please send us an email to <u>office@artboxpublish.com</u>. The price must not be lower than the minimum price (which we set when you first order your catalog).

Zug/ Switzerland, September 17, 2021