

How to track your ROYALTIES

An Author's Guide For Following The Money From The Shopping Cart To The Bottom Line.



It pays to self-publish with Vervante. Our range of services include production, customer service and drop shipping your orders.

RETAIL SALES - GETTING STARTED

Vervante offers retail distribution of your product or book on Amazon Marketplace or in our Vervante Bookstore.

To add your product to Amazon Marketplace or our Bookstore, log into your Vervante Author account and scroll to the Retail Distribution section from your dashboard. Click on the link, List Physical Product for Retail Distribution. The resulting pages include:

- **Detailed information about all of your retail sales options**
- **An online form for listing your product or book for sale**
- **Options for purchasing an ISBN**
- **Easy to use calculator to estimate your profit**

Once your product is live online, we take care of the rest. When you receive an order from Amazon or the Vervante Bookstore, we will process and ship the order to the buyer. You can keep track of all of your order activity by clicking on View Orders from your dashboard.

Reports for sales from Amazon or Vervante Bookstore are available in the Reports section on your dashboard.

For more guidance on supporting book sales, check out this article: **"17 Strategies for Boosting Book Sales"*

Vervante Bookstore

Orders placed in the Bookstore can be viewed from your Author Dashboard > View Orders Originating from the Vervante Bookstore.

🛒 **Orders**

- Place an Order
- View Orders and Status
- Other ways to place and send us orders
- View Orders Originating From Vervante Bookstore

Amazon Marketplace

Orders received from Amazon Marketplace are processed daily. When you receive orders from Marketplace you will notice a 17-digit referring order ID in the Referring Order ID column on the View Orders link. This line item represents your cost to print and ship the product.

We have a retail calculator on our site to determine your profit (or loss) for each retail option. You can enter your specific data in the white boxes to determine the correct retail price.

Description	amazon.com marketplace	VERVANTÉ BOOKSTORE
Retail Price Set by Author	Enter Your Retail Price	Enter Your Retail Price
Commission % (-)	15	10
Per Transaction Fee (-)	1.80	0.00
Reimbursement for Postage (+)	3.99	0.00
Shipping Commission % (-)	15	0
Total Transaction	--	--
Cost to Print Book	0.00	0.00
Order Fee	1.50	1.50
Pick Fee	0.00	0.00
Postage (default Media Mail)	0.00	NA - Buyer Pays Shipping
Total Cost to Print & Ship	--	--
Total Profit	--	--

*Estimates only

Amazon Kindle

You determine the list price for eBooks on Amazon. Kindle royalties are paid based on the list price and the size of the file. The list price can range from \$.99 to \$200. You will be paid a royalty off the List Price according to the following terms:

Amazon Kindle	Min. List Price	Max. List Price	Royalties
Less than or equal to 3MB	\$0.99	\$200.00	35%
Greater than 3MB and Less than 10 MB	\$1.99	\$200.00	35%
10 MB or greater	\$2.99	\$200.00	35%
Less than 50MB	\$2.99	\$9.99	70%

GETTING PAID

Payments for royalties due are paid the first week of each month via PayPal. Please make sure you have included your PayPal account in your Vervante profile. You can request payment by clicking on the button Request Payment. You can choose to bank the credits and use these to pay for future printing orders and invoices.

Account Summary

Previous Balance	\$-258.42
Payments	-\$0.00
Other Credits	-\$0.00
Transactions	\$26.62
New Balance	\$-231.80

Request payment for \$231.80



On the 1st and 15th of each month we will post credits for these sales on your Statements page. You can download all of the customer information from these orders by clicking on the View Monthly Activity in the Reports section on your dashboard.

Reports & Statements

- My Vervante Part Numbers
- View Inventory Report
- View Monthly Activity
- Statements
- Tracking Numbers for Shipped Orders

READY, SET, SELL!

Are you ready to sell your products on Amazon or in our Vervante Bookstore? Please let us know how we can help and if you have any questions. Please email us at customerservice@vervante.com