

**Audio Publishers Association AudioBox – June 2009**

**General Submission Information**

**Deadlines**

**Wednesday, June 17** – Deadline for publisher submission request (*Please note:* As there is limited space in each box, this program will operate on a first-submission basis.) As soon as the APA receives the maximum number of submissions (approximately 20) the program will be closed until the next shipment.

**No later than Friday, June 19** – APA will send approval of submissions to publishers. Once approved, publishers must arrange for delivery of **220 units per title** to APA’s fulfillment house.

**Friday, June 26** – Deadline for product to arrive at the fulfillment house to be included in the final shipment to retailers. (*Please note:* Late arrivals will be included in the next scheduled mailing or returned to the publisher, at the publisher’s expense.)

**Shipping Information** (once you receive your approval)  
Ship 220 units per title to:  
Audio Editions  
John Vaughan for APA  
131 East Placer Street  
Auburn, CA 95603  
Phone: 530.888.7803 x402

**Audio Submission Information**

**Submission Requirements:**

- 1) Entry form filled out and returned to APA Headquarters
- 2) 220 units per title shipped to fulfillment
- 3) Total submission fees

**Submission Fees:**

\$350 per title (maximum three (3) titles per publisher, per quarter)

**Product Measurements:**

A single product should not exceed

Weight: 2 pounds

Height: 8 inches

Depth: 3 inches

If your title(s) exceed the measurements above there may be an additional charge for shipping your product. APA Headquarters will contact you to discuss the adjusted price.

**Shipping Information:**

Do not mix titles if you are shipping more than one submission.

The fulfillment house requests full cases only.

The fulfillment house will remove shrink wrap or protective covering from the unit and affix a “staff listening sample” sticker to each unit, thus ensuring that product is not resold at the store.

**AudioBox Submission Form**

Date of Submission: \_\_\_\_\_

**Submission #1**

Product Title:	
Author:	
Publisher:	

- Abridged                                       Unabridged  
 Check here if your title(s) exceed the measurement outlined on page 1.

**Submission #2**

Product Title:	
Author:	
Publisher:	

- Abridged                                       Unabridged  
 Check here if your title(s) exceed the measurement outlined on page 1.

**Submission #3**

Product Title:	
Author:	
Publisher:	

- Abridged                                       Unabridged  
 Check here if your title(s) exceed the measurement outlined on page 1.

**Publisher Information**

Name				
Company				
Address				
City	State		Zip	
Phone	Fax			
Email				

**Payment Information**

Please place a check next to your payment option: <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> Check (US Dollars only)			
Credit Card Number			
Exp. Date		Total:	
Name of Cardholder			Signature of Cardholder
If paying by check, please provide check number		Please make checks payable to: APA, and mail to APA c/o AudioBox, 191 Clarksville Road, Princeton Junction, NJ 08550	

Payment must be received prior to shipment, immediately upon submission approval from APA. Please note: If payment and product is not received by APA prior to final ship date, the submission will be held until the following quarter or returned to the publisher (at publisher's expense). Questions? Please contact Diane Galante at APA – 609.799.6327, or email [info@audiopub.org](mailto:info@audiopub.org). Please do not contact the fulfillment house at Audio Editions directly. Thank you.