

HOW TO SELL BOOKS FOR UBI PUBLISHING

1. Know the books you are selling. What are they about? How can they help people? Be enthusiastic about the books.
2. Think of good places to sell the books: after services or home groups, at camps and conferences, at market days or pension payout points.
3. Decide which books you want to order.
4. Calculate the discounted price of the books based on the form "Statement of Books Taken". (NB: Different books have different discounts.)
5. Add the postage to the book price if your order is going to be posted to you. (See postage costs in the "Book Catalogue.")
6. SMS, FAX or email your order to UBI Publishing. (See details below.)
7. Deposit the money into the UBI Literature account and fax or email proof of purchase to UBI. Be sure to put your name on the FAX. (See details below.)
8. If you are unsure of how much you owe, send your order to UBI Publishing and we will calculate it for you.
9. Sell the books at the full price, that is the price that is in the catalogue or on the forms. Be sure to add the postage to the selling price of the book if you paid postage for the books.
10. You will make 15-25% profit on each book, depending on the discounted price you paid.

Union Bible Institute – Literature Account

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