



ABA Gift Card Program

American Booksellers Association • 200 White Plains Road • Tarrytown, New York 10591

*** PLEASE READ CAREFULLY ***

Review, complete, and sign the ABA Gift Card ACH Agreement (page 2) and fax it with this Participation Agreement (page 1) and the Gift Card Program initial Order Form (pages 3, 4, and 5) to ABA at (914) 373-6685. All forms will be reviewed and Givex customer service will contact the designated person on the order form to confirm technology requirements, card designs, and other details. Please help us to serve you by writing legibly. Prices and fees are subject to change.

If you are ordering a card with a logo, the electronic art file must be submitted in the correct file format. Please refer to the art specs in the ABA Gift Card section at <http://www.bookweb.org> for exact submission instructions.

Note about processing transactions: This program includes access to WebPOS.givex.com (secure transaction processing via the Internet), portal.givex.com (the administrative site), and IVR (an automated telephone backup system). Booksellers are encouraged to inquire about terminals provided by Givex and integrated POS solutions. Be advised that additional fees or costs may apply.

ABA GIFT CARD PROGRAM PARTICIPATION AGREEMENT

By signing this agreement, the bookseller agrees to promote, sell, and redeem ABA and the former Book Sense Gift Cards in accordance with procedures set forth by ABA and Givex. Only current ABA regular members can sell and redeem ABA and the former Book Sense Gift Cards.

Bookstores that leave the program for any reason (lapse in ABA dues payment, store sold, store closing, or any other reason) are responsible for all unredeemed gift card balances. In order to protect the redeeming bookstores, all consumers, and to comply with existing laws, all stores must agree to one of the following options upon leaving this program for any reason:

- (a) Provide a check for the outstanding gift card liability to ABA to establish a reserve account or allow Givex to ACH the outstanding amount to ABA. Refer to BookWeb.org for liability policy.
- (b) Agree to leave ACH open or complete a new ACH authorization form for another account that will remain active after you leave the program until the outstanding liability has been satisfied.

ABA reserves the right to work with the departing bookstore to select an appropriate payment option. In order to protect all stores, ABA reserves the right to suspend gift card services to any store without notice. If you, as a participant in the gift card program, notice, or are made aware of, any unusual circumstance or conduct on the part of another participating store, or a consumer, then email aba@givex.com immediately or call 1-800-637-0037, ext. 6642 or 6644.

If a store chooses to rejoin the ABA Gift Card program, after leaving the Gift Card program where outstanding liabilities that have been paid via the bad debt fund, ABA must be reimbursed before authorization will be granted.

rev. 5/30/08

Authorized Signature:

Store Name:

Date:

Print Name and Title:



GIFT CARD ACH AGREEMENT



Pursuant to the Agreement between American Booksellers Association (ABA) and Givex Corporation and its affiliates, it will be necessary for each ABA member to provide Givex with their banking information to facilitate the electronic funds transfer from one location to another as part of the sales and redemption process. It is each location's obligation to inform Givex of any changes to their banking details and accounts. Givex will not be liable for any funds incorrectly transferred as a result of a change in banking information or errors that directly resulted from information provided by each location. Each ABA member must activate and/or redeem the gift cards as specified by Givex in order for controlled, accurate tracking of the gift cards as outlined in Givex Documentation. All pricing is exclusive of all applicable sales, use, or equivalent taxes imposed by any governmental authority having jurisdiction. Amounts calculated for shipping and any applicable State taxes may vary and will be applied on final invoicing. rev. 5/30/08

Company Details

Bookstore Name:

Street Address:

City:

State:

Zip Code:

Person to receive invoices and compensation reports by email:

Phone for person listed above:

Email for person listed above:

Store Fax:

ABA Member No:

PRE-AUTHORIZED DEBITS AND CREDITS

Authorization is hereby provided to pay or debit from the account of the ABA member(s) all payments on Givex's or another ABA member(s) behalf and to deposit or credit to the account of the ABA member(s) all receipts drawn on the ABA member(s) behalf as it relates to the ABA Gift Card Program. You agree that the bank will not be liable for any loss or damage incurred as a result of anything done or not done pursuant to this authorization. If the account is transferred to another branch or the account is closed and an account is opened at another bank this authorization shall have the same force and effect as if it originally was directed to that branch or bank as the case may be.

Bank Name:

Branch:

City:

State:

Bank Routing Number*:

Account Number:

The bottom of your check looks like the picture below. In this example the "00000" is the check number, the "147000711" is the routing number and is ALWAYS 9 digits, and the 8470002 is the account number.

⑈00000⑈ ⑆147000711⑆ 8470002⑈

By signing this agreement you are authorizing the following:

Withdrawals on the Third Friday of Each Month for Previous Month's activities:

- 1) ABA Gift Card Program Fee of \$20 a month - after the first month, no invoice will be issued for this fee.
- 2) Costs and Fees associated with card production, program service fees, shipping, and any other costs or fees (see schedule of fees) as outlined in the Gift Card section at www.BookWeb.org. An invoice will be issued for these costs or fees as incurred.

Withdrawals or Deposits on the Third Friday of Each Month for previous month's activities:

- 1) ABA Gift Card Net Redemptions. Compensation reports will be sent to all locations regardless of bookstore-to-bookstore activity. Net amounts will be either debited or credit based on the monthly Compensation report.

Every quarter: Q1 invoiced in May, Q2 invoiced in Aug., Q3 invoiced in Nov., and Q4 invoiced in Feb.

- 1) Fees for incrementing a gift card, as outlined at www.BookWeb.org. An invoice will be issued for these fees at that time.

Authorized Signature:

Bookstore Name:

Date:

Print Name and Title:



GIFT CARD PROGRAM ORDER FORM

**Company Details (please complete one form per bookstore location)**

Bookstore Name:

Street Address:

City:	State:	Zip Code:
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Program Contact:	Store Phone:	Contact's Email:
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Point of Sale (POS) System

Do you plan to process your gift cards via Anthology, BookLog, Computac/Square One, IBID, or WordStock? If yes, please specify your vendor below and note in order to process via an integrated solution -- a specific ID/Password will be supplied by ABA. Additional fees and paperwork may be required by the POS vendor.

Program Services	Fee	Quantity	Total Cost
Givex Training fee (by telephone) - One time session. Multiple persons may be conferenced in.	\$ 50.00		
Monthly Program Service Fee (\$20 per bookstore location) billed monthly	\$ 20.00	1	\$20 a month
Program Enrollment and Set-up Fee (one time fee per bookstore location - please complete separate forms for each location)			\$ 25.00

Gift Cards (to view images visit www.bookweb.org) * has Book Sense logo

Gift Cards	Fee	Quantity	Amount
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CARDS WITHOUT A LOGO/TEXT (Minimum 100 cards per design, additional quantities in multiples of 50 cards per design.)

Bookworm Card (BSGC1)	\$ 0.22		
Tome Lite Card (BSGC4)	\$ 0.22		
Happy Birthday Card (BSGC8) *	\$ 0.22		
Congratulations! Card (BSGC9) *	\$ 0.22		
Happy Holidays Card (BSGC10) *	\$ 0.22		
Cat in the Hat Card (BSGC18) *	\$ 0.22		
pat the bunny Card (BSGC20) *	\$ 0.22		
Mary Engelbreit "A Book is A Present" Card (BSGC23)	\$ 0.22		
Oh, the places you'll Go! Card (BSGC25)	\$ 0.22		
Flying Book Card (BSGC28)	\$ 0.22		
Have a Happy! Card (BSGC29)	\$ 0.22		
Pile of Books Card (BSGC30)	\$ 0.22		

CARDS WITH A LOGO/TEXT (Minimum 250 cards per design, additional quantities in multiples of 50 cards per design.)

Bookworm Card (BSGC1)	\$ 0.31		
Tome Lite Card (BSGC4)	\$ 0.31		
Happy Birthday Card (BSGC8) *	\$ 0.31		
Congratulations! Card (BSGC9) *	\$ 0.31		
Happy Holidays Card (BSGC10) *	\$ 0.31		
Cat in the Hat Card (BSGC18) *	\$ 0.31		
pat the bunny Card (BSGC20) *	\$ 0.31		
Mary Engelbreit "A Book is A Present" Card (BSGC23)	\$ 0.31		
Oh, the places you'll Go! Card (BSGC25)	\$ 0.31		
Flying Book Card (BSGC28)	\$ 0.31		
Have a Happy! Card (BSGC29)	\$ 0.31		
Pile of Books Card (BSGC30)	\$ 0.31		

Add Logo or Text for Cards Email your logo or text to lindaf@bookweb.org as soon as possible.

Logo/Text Set-up Fee, per card design per order	\$ 25.00		
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GIFT CARD PROGRAM ORDER FORM



Coordinating Holders for Gift Cards * has Book Sense logo	Fee	Quantity	Amount
HOLDERS (Minimum 100 per design, additional quantities in multiples of 50 holders per design.)			
Bookworm Coordinating Holder	\$ 0.12		
Tome Dark Coordinating Holder	\$ 0.12		
Tome Lite Coordinating Holder	\$ 0.12		
El Libro Coordinating Holder *	\$ 0.12		
Happy Birthday Coordinating Holder *	\$ 0.12		
Congratulations! Coordinating Holder *	\$ 0.12		
Happy Holidays Coordinating Holder *	\$ 0.12		
Cat in the Hat Coordinating Holder *	\$ 0.12		
pat the bunny Coordinating Holder *	\$ 0.12		
Mary Engelbreit "A Book is A Present" Coordinating Holder	\$ 0.12		
Oh the Places You'll go Coordinating Holder	\$ 0.12		
Have a Happy! Coordinating Holder	\$ 0.12		
Snack Nap Read Holder	\$ 0.12		
Eat Sleep Read Holder	\$ 0.12		
For the Love of Books Holder	\$ 0.12		
A Gift for You Holder	\$ 0.12		

Transaction Fees	Fee	Quantity	Amount
Transaction Fee per Card - Flat fee. Paid upfront. includes initial activation, unlimited balance checks, and redemptions for life of card. (Does Not Include \$0.25 Fee for Incrementing (reloading) an already Active Card.) Increments are billed quarterly.	\$ 0.50		

Optional Equipment for Transaction Processing	Fee	Quantity	Amount
Ingenico 5100 Terminal – Givex Stand Alone Terminal (dual communication for dial up to ISP or direct connect to high speed ISP.) Purchased terminals include a 30-day warranty. Upon expiration of warranty, a swap fee of \$275 per terminal may apply for terminals requiring repair. Signed agreement required for rentals and purchases.	see below for fees		
Purchase of Ingenico 5100 Terminal ; ships from Toronto, Canada, includes shipping.	\$ 400.00		
Terminal Maintenance Program; \$75 per terminal per year on purchased terminals only	\$ 75.00		
Rental of Ingenico 5100 Terminal ; plus one-time \$45 deployment fee; ships from Toronto, Canada. Maintenance agreement included. Includes shipping. Monthly fee.	\$ 30.00		
Magtek Magstripe Mini Wedge Swipe Reader USB Port for use with WebPOS (ships from ABA and includes shipping cost)	\$ 70.00		
Magtek Magstripe Mini Wedge Swipe Reader Serial Port for use with WebPOS (ships from ABA and includes shipping cost)	\$ 70.00		

Additional fees: Each card order will be subject to a \$6 order fee plus a half cent per piece handling fee. The fee is paid to the fulfillment house and will be invoiced by Givex.

Amounts calculated for State, Local Sales and Use taxes may vary and shipping will be adjusted on final invoicing. A final invoice will be sent to you via email prior to ACH. Shipping will be invoiced separately.

TERMS: All costs and fees associated with card production, program services, shipping, equipment will be initiated through ACH Transfer as per the Authorization Agreement. No refunds or returns. Prices and card designs are subject to change.

Please fax completed agreement and order form to ABA at (914) 373-6685. Questions regarding this order form or agreement should be directed to Linda Ford 1-800-637-0037, ext. 6644, or Jill Perlstein at ext. 6642.

For the most current pricing and policies visit the ABA Gift Card program section at www.BookWeb.org

