



School Agreement – Author Visit

We're so excited to host a virtual author visit at your school! We've designed this checklist agreement to help ensure a successful event for everyone. Please initial next to each item to indicate that you've read and understood everything, and feel free to let us know if you have any questions!

I have read through the *Virtual Educator Resources* page on the Vroman's Bookstore website.

I understand that in exchange for the author's time I am agreeing to promote sales of their book to faculty, students, and parents.

I understand that my school is agreeing to order a minimum of 25 copies of the books through Vroman's Bookstore.

I understand that in order to receive proceeds from this event the school will need to order a minimum of 25 copies of the book from Vroman's Bookstore.

I understand that I am responsible for hosting this virtual event, and will provide the appropriate platform for the author visit.

I understand that virtual visits are not allowed to be recorded or distributed beyond the day of the event.

I understand that Vroman's Bookstore is the intermediary between the school and the author. (Vroman's Bookstore is your main contact. Please do not try contacting the publisher or author. This will cause confusion and may spread misinformation.)

I agree to communicate that my event is a Vroman's Bookstore event, made possible by Vroman's Bookstore, when introducing the author and promoting the event.

PLEASE SIGN YOUR NAME ABOVE

PLEASE PRINT YOUR NAME ABOVE

DATE