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*The Book refers to either a printed book or an eBook, for the purposes of this contract.

The Publisher will provide such other publishing services as may be required by the Author at a mutually agreed price and agrees to perform the following tasks:

1. To arrange and provide an International Standard Book Number (ISBN) for the Author's Book.
2. To typeset sample pages of the text and send them electronically to the Author to approve or request amendments to the layout and/or fonts.
3. To produce an electronic full proof for the Author's approval within 30 days of approving the sample pages (see point 2 above). To produce a digital interior file suitable for prompt retrieval for digital on-demand or lithographic printing and archive the approved digital print file for the duration of this Agreement.
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5. Manufacture books on-demand as retail and/or wholesale orders are received with median times of 5 working days for paperbacks or 7 working days for hardbacks plus shipping time.
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8. To provide the Author with five (5) printed and bound copies of their Book free of charge and delivered within the UK at the Publisher's cost. To supply copies of the Book to the six national libraries of the UK: The British Library, Bodleian Libraries of the University of Oxford, Cambridge University Library, The National Library of Scotland, The Library of Trinity College, Dublin and The National Library of Wales.

9. To ensure that all Author details remain private and confidential subject to the Data Protection Act 2018.

The Author agrees to perform the following:

1. To provide the Publisher with an electronic file in Microsoft Word of the Book text plus digitally scanned photographs and/or artwork in image format that may be included in the Book as 'final copy'.
2. To provide the Publisher with clear formatting or layout instructions (guidance will be provided) or to allow the Publisher's typesetters to use their best judgement.
3. To provide the Publisher with scan-ready original artwork or a royalty free image for the Author's book cover.
4. To either send approval of the proofs or request amendments. If the Author wishes to change or alter any of the text or photographs that have previously been submitted as "final copy" to the Publisher the Author agrees to pay the Publisher to execute those changes at a rate of £35.00 per hour with a minimum charge of £35.00.
5. To determine a retail price for the Author's Book allowing for print costs and a 40% discount for wholesalers/retailers in readiness for publication.

Example showing breakdown for a 250-page b&w paperback:

RRP: £12.99

Minus print cost: £5.21 (£2.01 per cover plus 0.0128p per page*)

Minus wholesaler/retailer 40% discount: £5.20

Royalty: £2.58

* prices correct at 1st April 2025

6. To provide the Publisher with a blurb that can be used on the back cover of the Book at the same time as providing the Publisher with the text of the Book and any dedications etc. that the Author wishes to be included within the Book.

The Author also agrees:

1. To allow the Publisher to distribute sample copies of the Book free of charge and free of royalties as the Publisher deems necessary, providing this is at no cost to the Author.
2. To assume any and all liability for the complete content of the Book and to hold the Publisher harmless from any liability arising from the content provided by the Author.
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1. This agreement is non-exclusive and either party may terminate the agreement at any time on delivering immediate written notice without any necessary cause provided only that all outstanding compensation becomes the respective party's debt and pre-existing payment obligations remain on both parties.
2. The laws of England and Wales shall apply and the parties agree to use binding arbitration in England to resolve any irreconcilable dispute between the parties.
3. The Publisher does not warrant that their website will be constantly uninterrupted or error free. The Publisher agrees however to use due diligence and reasonable care in maintaining its website www.grosvenorhousepublishing.co.uk.
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Important Notes

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3. The Publisher will require approval from the Author for the interior text proof before the book cover is designed and typeset.
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7. After the first full proof is received, the Author can submit amendments but there will be an extra charge of £35 per hour (minimum charge of £35), which will be applied once the amendments are complete. If required, an estimated quote can be given to the Author before the Publisher proceeds.
8. Please address all emails with your name and book title in the subject line when corresponding with the publishing team.
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Please note: copyediting includes proofreading

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3. Books with a colour interior are inkjet-printed on white 104gsm matte paper.
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