



AUTHOR EVENT & ORDERING INSTRUCTIONS

ORDERING COPIES OF YOUR BOOK — US & CANADA

Congratulations! You've published your book and now want to share it with the world! Authors may order copies of their book via the [University of California Press \(UCP\) website](#) in order to receive a 40% author discount.

To place an order, visit your book page on our website. Under "Buy" select UC Press. Enter promo code **AUTHOR40** in the "Discount code" box at check-out to apply your 40% author discount.

Recommendations:

- We strongly encourage you to select a UPS, trackable insured shipment method. Please avoid the free "economy mail" option. While economical, this option via USPS is not trackable.
- Order your books at least 2 weeks prior to any deadline (e.g., events)

Please Note:

- Our current website cannot provide tax-exempt sales. If you or an event partner need a tax-exempt sale you will need to set up an account to order via our partner [Ingram Publisher Services](#).
- Orders placed on our website prior to publication date will start shipping approximately one month prior to publication date.

For Orders Outside the US & Canada

- Authors based outside the US & Canada should order their book directly from the appropriate distributor. Please identify yourself as the author and request your 40% discount. Contact information for our International Distributors is available on our [customer service page](#) or you may email sales@ucpress.edu to be connected.

Questions? Please email sales@ucpress.edu.

SCHEDULING EVENTS

Events are a fantastic way for authors to engage their communities and promote their books.

Recommendations:

- Please let your publicist know about any upcoming events.
- Place event orders as early as possible and no later than 2 weeks prior to the event.

Please Note:

- Events should not be scheduled any earlier than the on-sale date (aka, "pub date") of the book. This ensures that book copies will be available for the event. **UCP cannot guarantee book delivery prior to that timeframe.**
- We are unable to arrange for books to ship directly from a printing facility to an event location.

**More Details on Bookstore Events:**

- UCP has direct relationships with most bookstores. The store can easily order through their UCP sales rep, Ingram Publisher Services or Ingram Wholesale. The store may also contact sales@ucpress.edu for support.

More Details on Academic and Partner Organization Events:

- Organizations may place orders for events via the [UCP website](#) or directly from [Ingram Publisher Services](#). If ordering directly via the UCP website they will be eligible for an event order discount. Please note we are not able to offer tax-exempt sales on our website. To access the event order discount, please have the organization contact sales@ucpress.edu.
- Many organizations are not set up to order and carry books for events. If ordering books is not an option, the organization is welcome to provide links to any of the retailers carrying our books so attendees can order online. [Amazon.com](#) and [Bookshop.org](#) consistently stock all of our titles in addition to the [UCP website](#).

International Events:

- Please confirm the publication date for your book in the territory of the event with your publicist. Many territories match the US publication date but some have publication dates of up to 6 weeks later.