

INGRAM LIBRARY SERVICES LLC
Discounts for the
STATE OF TEXAS - 715-M2 (Statewide Procurement Commission)

The following terms and discounts are offered to the Public Library Members.

Contract Period: November 1, 2024 through April 30, 2025

Book Discounts Per Binding	Discount %
Hardcover Trade (Adult & Juvenile)	47.0%
Quality & Mass Market Paperbacks (Adult & Juvenile)	41.0%
Prebound Books – Perfection Learning & San Val Turtlebacks	30.0%
Library Binding Editions (Adult & Juvenile)	15.0%
Short Discounted / Non-Trade Titles	10.0%
University Press Titles	10.0%
Legal, Technical, Reference and Scientific Titles	10.0%
Continuations - Trade Hardcover	47.0%
Continuations - Paperbacks	41.0%
Continuations - Short Discounted / Non-Trade Titles	10.0%
Net Titles at zero discount with no service charge	00.0%
Audiovisual Discounts Per Format	Discount %
Spoken Word Audio CDs – Trade	46.0%
Spoken Word Audio CDs – Non-Trade	10.0%
DVDs	31.0%
Music CDs	10.0%
Net Titles at zero discount with no service charge	00.0%

Special Notice:

It is the responsibility of each Library Member to inform your Account Services Representative that you wish to set up a new account or maintenance an existing account under the terms of this contract. Ingram cannot issue credits for accounts failing to follow the proper notification and account set up procedures. If a separate account is required for Continuations titles, a twice-a-month shipment schedule will apply.

Any item ordered prior to the contract start date will not receive the discounts offered herein. This includes both standing orders and previous backorders. Should the library receive a previously ordered item after the contract is in effect, previous discounts will apply.

Shipping Charges:

Orders will ship with Ingram-paid freight from your primary and secondary distribution centers on shipments of 15 units or more. Orders will be held until a minimum quantity of 15 units is met. The qualifying unit quantity is subject to change with notice. Items picked, packed, and shipped together count as an individual shipment. Distribution center designation is subject to change by Ingram to provide the best service for your Library. Items receiving custom cataloging or digital processing services, or opening day collection orders may ship from a single distribution center exclusively.

Orders will ship FOB Destination. Ingram defines FOB Destination as Ingram being responsible for the products until they are delivered to the library. Once the items have been delivered, liability lies with the receiving agency.

Ingram normally ships items via UPS ground transportation. Shipping will be via best method as determined by Ingram, which may include order or account consolidation, shipping schedules or other account setting adjustments to maintain freight costs below 2% of invoice.

Each account will be assigned an individual account number. Items will be packaged for shipping according to account number and packages may contain multiple purchase orders for that account. Items ordered on one account will not combine for shipping with orders placed on another distinct account. Invoices are generated as items are shipped and may contain multiple Delivery Orders on a single invoice, but invoices and statements reflect only a single account.

Payment Terms:

Payment terms under this contract shall be Net 30 EOM. Payment is required for invoices within these terms even when a purchase order has not been completed. Ingram does not invoice for items until they have been shipped. While other vendors demand payment from invoice date, Ingram's terms are calculated on statement date at the end of each month. With payment due 30 days from statement date, the customer's payment is due an average of 45 days from invoice (30-59 days.)

For opening day collections, Ingram can store product and ship to you at an agreed upon date under the following terms: Items will be invoiced when they are moved to storage in an Ingram facility after receiving processing and cataloging services and are payable within 30 days EOM. Ownership and title of said product passes to the Library upon invoice.

Ingram Contact List:

The K-12 and Specialty Library Members has toll-free telephone access to Ingram Customer Care at (800) 937-8200, or you may reach your Senior Sales Representative directly at:

- Karen Peck, Senior Sales Representative.....(214) 232-7898
Email: Karen.peck@ingramcontent.com
- Suzanne Arrieta, Inside Sales Representative.....Ext. 615-213-3152
Email: suzanne.arrieta@ingramcontent.com

Customer Care 800-937-8200
Ingram Library Services..... 615-793-5000
Credit Department..... (800) 937-8100

Email: ILSCustomer.service@ingramcontent.com
To Discuss Concerns or Issues Regarding Your Account

Email: requirements@ingramcontent.com
To Set Up / Update an Account

Remittance address:

Ingram Library Services LLC, P.O. Box 502779, St. Louis, MO 63150-2779
Email: cashapp@ingramcontent.com