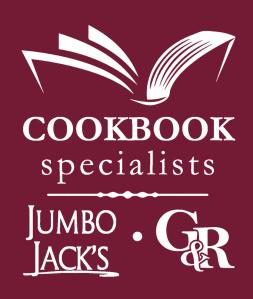
2024 Cookbook Guide



Continuing an

Amazing Tradition

Helping you create
custom cookbooks for
fundraisers, businesses
and families!



505 20th Avenue SW, Independence, IA 50644 403 Market Street, Audubon, IA 50025 800-383-1679

> book@cookbookspecialists.com www.cookbookspecialists.com









Welcome to Cookbook Specialists

Continuing the tradition of excellence creating custom cookbooks, utilizing the combined expertise of Jumbo Jack's, Brennan Printing, G&R Publishing and General Publishing and Binding.

We are dedicated to helping you create a high quality keepsake cookbook that will be treasured for generations!

Cookbooks are a great way to celebrate new traditions while preserving cherished memories and history.

Churches, schools, communities, groups and businesses create cookbooks for highly successful fundraising projects.

A variety of people from chefs, nutritionists, food bloggers and restaurant owners create cookbooks to share their experience and generate additional profits.

Our state of the art equipment and expertise also enable us to offer • Calendars • Planners • Town Celebration Books • Class Reunion Books • Large Scale Printing Projects

We offer the highest level of customer service because we truly enjoy what we do and are here to help!

Hours: 8am-4:30pm Monday-Thursday and 8am-12pm Friday (CST)

800-383-1679

or you can email us any time at book@cookbookspecialists.com

If you prefer, you can schedule a visit at one of our offices (Independence, Waverly or Audubon, Iowa).

Let this be the year your cookbook is printed!



Check out our **Cookbook Blog** for help on creating and marketing your custom cookbook at http://www.cookbookspecialists.com/blog/

There you will find a variety of topics, so you can choose the ones that apply to your project.





Starting your project - Some things to consider

- Type of Cookbook When starting your project it helps to understand what type of cookbook you would like to create. Consider what type(s) of recipes you want to include, how many of them and how many books you would like to produce.
- **Book Size** We have several book sizes to offer. Our most popular size is 5 1/2" x 8 1/2" and the one we recommend most often. Then there is the 7" x 8 1/2", which is suitable for books with more than 800 recipes. We also offer 8 1/2" x 11" which might not always be the first choice for a cookbook, but any one of these could be perfect for the novel you have been wanting to self-publish or the history book you have been researching or commemorate your community's celebration.
- **Photos** You can personalize your book even further by adding black and white photos to the personal pages in the front of the book. Or you can add photos to your cover and dividers. We can also print them in color for a nominal fee. **Please NOTE**: Send images as JPG or PDF files in at least 300 dpi. Photo quality in your book is only as good as the image you send in.
- Customization Your book is completely customizable and we will do our best to exceed your expectations. We can accept your book print ready, or we can design and create it for you from scratch. We provide flexible options to create a high quality book that will become a treasured family heirloom or a valued item for fundraising or profit.
- Time Frame Overall, most orders take 4 to 6 weeks from the time the order is submitted.

Email us today at

book@cookbookspecialists.com

Cookbook Specialists Offers Easy, Affordable Cookbook Creation

Cookbook Specialists combines top-notch employees with several years of experience in the cookbook world to provide the highest level of customer service and production for each and every customer, striving to make sure your cookbook goals and dreams are met. No matter what your budget, we work to provide money-saving options to get your cookbook printed.

We want to work with you to customize your book and encourage you to contact us with questions and ideas. For those wanting a simple, easy path to a finished cookbook, check out these options **111**

- * Pre-Designed Cover (pages 9 to 13)
- * Standard Title Page
- * Table of Contents
- * 5 Personal Pages (page 15)
- * 8 Dividers (pages 9 to 13)
- * Choice of 6 Recipe Designs & 8 Typestyles (page 14)
- * Alphabetical Index by Category
- * Optional Order Form/Sales Page in the back of the book
- Plastikoil Spiral Binding (page 15)

We do not change the contents of your recipes. If you are mailing recipes, edit them first. Our typists will standardize abbreviations as they type your recipes. If a recipe is photocopied/scanned and includes nutritional information we will leave that off to save space and allow you the most economical book possible.

*If nutritional information is required, please be sure to specify that when sending in your recipes.



Questions? Call or Email! - Reach out to us by phone or email. If we are busy helping other customers, please leave a message that includes the number to reach you. We ask that you repeat the phone number slowly so that we can get it noted and call you back right away. Our toll free number is 800-383-1679 and our office hours are Monday - Thursday 8am-4:30pm and Friday 8am-12pm CST. Email us any time at book@cookbookspecialists.com.

Copyright - According to the copyright office, a list of ingredients is not copyrightable. It's always a good idea to submit your recipes in your own words and with your variations added. That's what makes those recipes yours. We cannot use other people's copyrighted images in your cookbook unless you provide us with a copyright release form from that person.

Pricing - Our price charts are based on average-sized recipes with directions in paragraph form. If recipes are in step form (directions on individual lines) or include extra spacing, they may take more pages than average recipes. All cookbooks will be priced on final page count once the layout process has been completed. You will receive a final quote with your proof.

Tips for Fundraising Cookbooks

These tips are also useful for Professional & Family Cookbooks

Select a committee of 3 to 6 people and a chairperson. These people will be responsible for collecting materials, planning, promoting and organizing sales activity. The chairperson will be the main contact between your group and Cookbook Specialists.

If your book is a fundraiser, set a goal for the amount of money your group wishes to raise with the cookbooks. Once you know the price you want to sell your books for, you can figure how many recipes you need and how many books you will need to sell by looking at the pricing chart.

Pricing your books: Most groups sell their books for roughly twice what they pay. For example, if your book's cost is \$5 then the selling price would be between \$10 to \$15. It is best to set your book price for a little higher and then offer discounts for people who purchase multiple copies. For example, if you have your book price at \$15 each then consider selling 2 for \$25. This also allows you to offer coupons or discounts for purchasing a book during an event.

The more recipe contributors you have, the more cookbooks you will be able to sell. When looking at the number of recipes needed, give your contributors an idea of how many recipe you would like them to submit. We also recommend taking pre-orders from contributors.

If you check recipes as they are submitted to make sure directions are complete, it will save you time during the proofing process. We can work from handwritten and printed recipes, but make sure that they are easily readable and that the contributor's name is printed.

Put together a marketing plan for when the books arrive. Keep a contact list of everyone who wants a copy and start selling the day the books arrive. Plan for promoting the books throughout your community and use resources like social media and local media outlets. Check with local businesses and organizations about selling or promoting your book. Another option is to consider having an event like a potluck or bake sale to feature the books. Write down your plans and network within your community for more ideas.

Be sure to do pre-sales. This is an excellent way to earn money before your invoice arrives. It will give you a better idea how many books you will need to order.

Please mail order to: 403 Market Street, PO Box 247, Audubon, IA 50025

Recipe Submission

Easy Online Recipe Submission

If ordering 100-499 books, you will receive a \$.15 per book discount. If ordering 500 books or more, you will receive a \$.25 per book discount!



Get Started

Create a FREE, no obligation account at www.cookbookspecialists.com, where you can enjoy the freedom of typing your own recipes AND a per book discount.



Enter and Edit Recipes

Type in recipes or use our FREE Android Cookbook App to take photos of your recipes, upload and let us type them for you. Or have contributors enter their recipes by creating a contributor login within your account. Use our recipe forms to gather recipes from contributors who don't have access to a computer. *We offer a FREE Recipe Library to boost the number of recipes in your book. Access the library from your web account and add up to 500 recipes! Assign your own category and/or contributor!

3

Proofread (before submitting)

You are responsible for proofreading your recipes/book. Before submitting, make sure all recipes are in the correct category and organized in the order you would like them to appear. Next, proofread to check for grammatical, spelling and punctuation errors and that the recipes are complete and no steps are missing.

4

Design

Select your cookbook design right from our website and submit your order. *Please note that you must initial at the bottom of the "ship to" page to finish the web submit.*



Proofing Process

Once we have all the information needed for your order and a deposit (if required), we will lay out your book. We will email you a free PDF copy of proof before the book goes to press. If you prefer a hard copy proof there is a \$25 fee and the corrections must be returned prior to printing. Web submitted orders usually take 2 to 5 days to complete and go to proof.





Check out our YouTube Channel for videos on how to set up a web account, enter recipes, invite contributors and use our FREE android cookbook app.



Need help setting up your online account or have questions about recipe entry? Contact us for help at 800-383-1679.

RECIPE SUBMISSION

Recipe Submission

Mail Your Recipes to be Typed

For orders of 100 or more books, you can mail your recipes in to be typed by our talented group of typists for FREE! Under 100 books, the typing fee is \$1.00 per recipe.



Gather Recipes

Collect your recipes or distribute at least 3 recipe forms to each contributor. Set a deadline date to ensure recipes are submitted in a timely manner. Recipe forms can be requested for free, or downloaded from our website. Recipes do not have to be on recipe forms and can be typed or handwritten. We just ask that they are submitted one recipe per 8 1/2" x 11" sheet.



Organize Recipes

Choose divider/category titles. Separate recipes into the appropriate categories, then sort recipes into the desired order within each category. Number each recipe, starting with the first recipe in the first category and continuing to the last recipe in the last category. (For example: Appetizers, Beverages & Dips 1-32, then Soups & Salads 33-67, etc.) Please make copies of all recipes for your use during the proofing process, as we do not return them. If return is required, shipping will be added to your final invoice. Separate each recipe section and mark them with the divider title and the recipe numbers contained within. Envelopes or gallon storage bags work well.



Design Your Cookbook

Fill out the order form and include personal page information.



Submit Your Order

Contact us to determine the best address to mail your order.



Proofing Process

Once we have all the information needed for your order and a deposit (if required), we will lay out your book. We will email you a free PDF proof before the book goes to press. If you prefer a hard copy proof there is a \$25 fee and the corrections must be returned prior to printing. Typed orders usually take 2 to 3 weeks to complete and go to proof.



Recipe Guidelines & Punctuation

When typing your recipes, we follow these guidelines:

cup = C.

pound = lb.

pint = pt. quart = qt.

teaspoon = tsp. tablespoon = T. ounce(s) = oz.

package = pkg.

- A dash will be used between quantity and package size (ex: 1-6 oz. pkg.)
- Commas will be used to separate the ingredient and the description (ex: 1 onion, diced)
- We will use proper capitalization and spelling of brand names and standard cooking terms
- Directions will be typed in one single paragraph

Additional Options

Additional Submission Options for Commercial Books

PRINT READY We accept print/camera ready files. Contact us for a free guide with

formatting requirements and submission information. It is recommended you contact us before you start to confirm formatting. This assures

margins and layout are correct before you get too far into layout.

ELECTRONIC FILES If you have your recipes stored in an online recipe file, word document

or other electronic storage, talk to us about options.

FULL-LINE LAYOUT Our graphic design team can take your recipe box and turn it into a

custom cookbook. We can also create history books from your files. Call 800-383-1679 to discuss your options. (Layout fees and per book pricing

will apply.)

SCAN / RECREATE We can scan or recreate your previous publication. Scanning is \$.50 per

page and retyping is \$1.00 for retyping for orders under 100 books and

you must prove ownership of the book.



Our custom printing can include not only cookbooks, but history books, family books, workbooks, and novels to name a few.

Important Deadline Dates

If you want your books by Submit your completed order by

THANKSGIVING October 1 (for book to be typed)

October 15 (online submission)

CHRISTMAS November 21 (for books to be typed)

December 1 (online submission)

Rush Order Service

Need your cookbooks faster? Our rush order service will ship your books in 20 business days from the day we receive your order and all materials. Rush order service is only available in the continental U.S. Faster service may be available if your recipes are submitted via online submission. Rush order service must be reserved. Please call to check on availability. Rush orders add 10%

to your order, or \$200 minimum.

Book Size

Our standard size is 5 1/2" x 8 1/2". However, sometimes bigger is better, so if you have more recipes or prefer the large print option, you might be interested in 7" x 8 1/2" book (ideal for books with 800+ recipes). There is also the 8 1/2" x 11" option, which is perfect if you want more information on a page.

Covers & Dividers

Give your cookbook a professional appearance with our pre-designed cover and divider sets. Our covers are printed on glossy cardstock with UV coating. Full color pre-designed dividers are printed on cardstock. Mix and match cover and divider sets. All covers and dividers are available in the 5 1/2" x 8 1/2" and 7" x 8 1/2" size.

Our divider selections come in sets of 8, but there is no limit to the number of dividers you can have (*additional fee applies over 8 dividers). Custom covers and dividers can be submitted print-ready or created by our design team.

PRICING:

 \mathbf{C} 0

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Pre-designed full-color cover = FREE

Custom cover = FREE

Back cover printing = \$.10 per book for orders under 500 books.

Inside front or back cover printing = \$.05 (full color) or \$.03 (black ink) per cover per book

D Ι V

8 black ink dividers on standard bond paper = FREE

8 full-color dividers for orders over 200 books FREE / under 200 books = \$.25 per book Custom or additional black ink dividers on standard bond paper = \$.03 per divider per book Custom or additional full-color cardstock dividers = \$.05 per divider per book

I D E

R

S

SAMPLE DIVIDER TITLES - use our sample titles or create your own

- 1. Appetizers, Beverages & Dips
- 2. Soups & Salads
- 3. Breads & Rolls
- 4. Vegetables & Side Dishes

- 5. Main Dishes & Meats
- 6. Desserts
- 7. Cookies & Candies
- 8. Miscellaneous



Call us toll free 800-383-1679

COVERS & DIVIDERS

(See our Full Selection of Covers & Dividers at www.cookbookspecialists.com, on the backs of the cover & dividers in our sample book, or call for a PDF file.)



Heaven Sent



Light of the Cross



Apron



Baking with Love



Retro



Farm Kitchen



Tea Party



Pinch of This



Savor the Flavor



Bouquet Set



Wine and Barrel



Heart of Home



Whisked Away



Front Porch



American Spirit



Waves of Grain



Bird House



Deco Ribbon (Pink or Purple option)

Complete Cover & Divider Sets



Mhipped Up

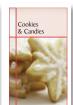
















Home Spun



















Ingredients

















8 unique dividers per set

Premium Designer Frame Covers & Dividers Using Your Custom Photos or Artwork

You can create a custom cover and custom dividers by simply providing your own photos, free of charge! Each design will allow for either horizontal or vertical photos, making these the easiest and most affordable way to get full-color personalized cover and dividers.

Remember to provide photos or artwork for each of your dividers.

Add Photos of:

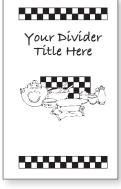
Church Family members Family home A favorite recipe School Group members Ancestors



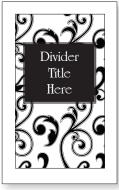
Tree of Life Designer Frames

Black Ink Covers & Dividers















Pantry Cabinet

Shabby Chic

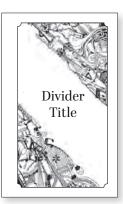
Cookstove











Utensils

Country Church

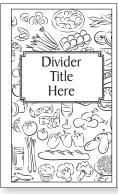
Dove Ribbon

Butterfly Ribbon

Musical Corners





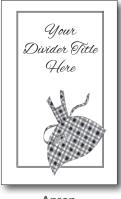




Glorious Food

Wise Owl





Patriotic

Apron



COVERS & DIVIDERS

Recipe Design Pages

Typestyles Shown in 10 point & 12 point font sizes.

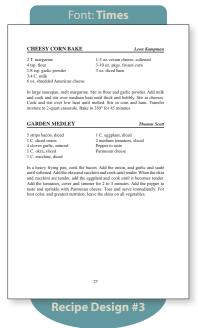
Avant Garde Helvetica Lucida Bright Bookman Old Style
Avant Garde Helvetica Lucida Bright Bookman Old Style

ChalkboardTimesBeachTahomaChalkboardTimesBeachTahoma

Font: Avant Garde ORANGE SHERET JELO 1 large pike compeled plant orange shebet 1 medium control Cool Whip 1 con mandain coranges Droin the mandain corages. Mix the compeled in the hot water until disolved. Add the shebet and att unit melact. Refigerate unit partially set Mix in the control of Cool Whip. Then add the mandain corages. Refigerate unit set. NOTE: Another variation is trapberly jello, raspberly sherbet and corposeries. PRETZEL SALD Helen Roddon! 1/2 C. butter, malted 1/2 C. sugar 1/2 C. sugar 1/2 C. sugar 1/2 C. con custed princes 1/2 C. con custed princes 1/2 C. sugar 1/



Recipe Design #2



Recipe Design #1



Runzas Julio Lestinger 1 lb. ground beef 1/4 lsp. garlic salt 1/2 C. chopped onton 1 C. cobbage, thirty shredded 1 I. Worcetershire sauce Brown ground beef and onton. Add emaining ingredients and cook, uncovered about 5 to 10 minutes. Roll out Berlingerdor Roll Dough into a 16 vapare. Cut into 16 (4's sparser. Pleace cougle tablespoons of the company of the

Recipe Design #4

Buttermilk Pie

Stary McAdams

2 cups sugar
1/4 cup flour
3/4 cup plour
1/4 cup flour
3/4 cup putermilk
3/4 cup putermilk
3/6 cup buttermilk
3/6 cup buttermilk
3/6 cup sugar
Mix all ingredients together, beating well. Pour into unbaked
shell. Bake at 325 for about 45 minutes or until set and
browned.

Caramel Chocolate Bars
Whe Moller

11/2 cups flour sugar,
flrmiv pracked
2 cups quick carmed
1/1/2 cups margarine
1/1/2 cups more sugar,
flrmiv pracked
1/1/2 cups floure but chocolate
1/1/2 cups floure but chocolate
1/1/2 cups more sugar,
flrmiv pracked
1/1/2 cups more sugar
1/2 cups flour
1/2 cups flour
1/2 cups flour
1/2 cups sugar
1/2 cups flour
1/2 cups flo

Recipe Design #5

Font: **Helvetica**

ARTICHOKE AND CHEESE PUFFS Jim Boggs		
1 tsp. butter, to grease pan 1-6 oz. jar marinated artichoke hearts 1/4 C. finely chopped onion 1 1/2 tsp. garlic salt 2 large eggs, beaten 2T. dry breadcrumbs	1/8 tsp. dried oregano 1/8 tsp. black pepper, freshly ground Dash Tabasco sauce 1/4 lb. sharp Cheddar cheese, grated 1 T. parsley, chopped	
hearts into a small skillet. Sauté 5 minutes over medium heat ur Chop artichokes. Combine all in pan. Bake at 325° for approxima to touch. Let cool for 10 to 15 or freeze. Cool completely, wra Reheat to serve by thawing and	butter. Drain marinade from artichoke conion in marinade for approximately build onlons are transparent. Set aside. gredients. Pour mixture into prepared tely 30 minutes, until center feels firm minutes before cutting. Serve warm p and freeze for up to three months. heating in foil at 325° for 10 minutes. dish or small squares for appetizers.	
ARTICHOKE BITES	Maureen Wolf	
1-6 oz. jar artichoke hearts 1 medium onion, chopped 1 clove garlic, minced 8 eggs, slightly beaten 1 C. sharp Cheddar cheese, shredded 1 C. Swiss cheese, shredded 1 C. Parmesan cheese, grated	1/4 C. parsley, snipped 1/4 tsp. pepper 1/4 tsp. tallian seasoning Few drops bottled hot pepper sauce Dash Worcestershire sauce 1/2 C. fine dry breadcrumbs or cracker crumbs	
cook onion and garlic in reserviblender container or food proceegs. Cheddar cheese, Swiss pepper, Italian seasoning, hot sauce. Cover and blend until breadcrumbs. Spoon mixture in about three-fourths full. Bake, u	gliquid (marinade). In small saucepan, ed marinade until onion is tender. In soor bowl, combine artichoke hearts, cheese, Parmesan cheese, parsley, pepper sauce, and Worcestershire smooth. Stir in onion mixture and to greased 134" muffir pans, filling noowered, in 325" oven for 12 to 15 comes out clean. Remove from pans.	

Recipe Design #6

Recipes will be printed on white bond paper in a continued recipe format (recipes may start on one page and finish on another). Non-continued recipe format (recipes are not continued) is available and will increase the page count of your book. Your book price will be adjusted accordingly with the proof.



Large print books require more pages and will be priced on final page count. Contact us for an estimate.

Front Page & Binding Options

Take advantage of 5 FREE Personal Pages of text at the front of your book to set your cookbook apart.

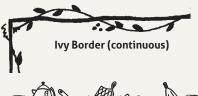
These pages can be used for anything! Here are some suggestions:

- Dedication
- Family Story
- Company History
- Contact Information
- A Thank You
- Poems

- Prayers or Scripture
- Mission Statement
- Quotes
- Family Tree
- Table Graces
- Personal Information

- Information about your group
- Information on what you are Fundraising
- Cooking Suggestions
- Committee Information

Personal Page Border Options Available



Kitchen Essentials Border (top and bottom of page only)

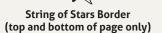




Flower Border (top and bottom of page only)



(top and bottom of page only)



Photos and Additional Pages

Turn your cookbook into a true keepsake by adding photos to your personal pages in black and white (FREE) or full-color (for a small fee of \$.05 per color page) or adding extra pages! Create your personal pages or have our design team format them for you.

Additional pages

\$.03 per page per book for black and white and \$.05 per page per book for any full-color images. Personal pages are available in sets of two pages (front and back).

Plastic Coil Colors







• Plastic coil is our standard binding. For orders of 48 or fewer books, black coil will be used.

FRONT

PAGES

BINDIN

Bonus Pages & Miscellaneous

Value-Added Sections

Add more value, pages and bulk to your book by adding an extra section filled with information or recipes. Choose from six unique 16 pages sections.

- Cooking & Nutritional Tips
- Household Hints
- Kids Kitchen Crafts

- Nutrition for the Soul Religious
- Gifts from the Kitchen
- Tips for Healthy Eating

Review these sections in the sample cookbook (starting on page 56), online or request a sample be emailed. Value added sections are \$.25/section/book.

Merchant Ad Pages

Selling ad space to local businesses is a great way to boost your profits or fund your book costs. Simply set your price per ad (most groups double or triple the price of the ad). Ads can also be sold to members of your group as dedication or memorial pages. Ad pages are located behind the index and are in black and white.

Ad Space	Price/Ad	Set your Price/Ad	Size
1/4 page	\$10*	Suggested \$20-\$40	2" x 3"
1/2 page	\$20*	Suggested \$40-\$80	4 1/2" x 3"
Full Page	\$40*	Suggested \$80-\$120	4 1/2" x 7 1/2"

Request or download a free Merchant Ad guide for more information.

Line Art Fillers

Add black and white line art to your recipe pages. (A \$3.00 placement fee for images placed in spaces non-continued recipes create.) Images placed with specific recipes will have an hourly layout fee.

Proofing after your book is put together

We will e-mail you a free PDF proof OR we can mail a hard copy proof for a \$25.00 charge (which may delay book production). Alterations can be made, mark all changes in red. We make the first 30 minutes of your alterations free, after that alterations are made based on a \$60/hourly rate.

Any errors we (Cookbook Specialists) have made will be corrected at no charge. All alterations will be checked in house prior to printing.



Cookbook Stands

Cookbook stands are a great way to display cookbooks and are a great way to add-on sales, keeping their newly purchased cookbook off the counter where it's easy to read.

Pricing: 1-99 stands - \$2.00 each / 100 – 199 stands - \$1.75 each / 200 and up \$1.50 each.

^{*}This price is for Cookbook Specialists setting up the ads. If you send print ready ads, the price is \$5.00 per ad.

TYPING IN WORL

Typing Your Files

Cookbook - Novel - History Book

or any other book

If you are creating a cookbook, before deciding to type your recipes in Word, please take a look at our Online Recipe Submission option. You can easily enter all your recipes, and other members of your group can enter their own within the same book as well, making it a very easy option for creating your cookbook. If you want to type your recipes in Word, some questions to consider:



I have each recipe in its own document. Can I submit it this way?

No, do not submit each recipe in its own document/file. You must organize the recipes into sections and put the recipes in the order you want them to appear in the book within each section. You can submit either one file containing all the sections, or you can send each section separately. Remember, the main point of computer-ready is to save your organization money, and if Cookbook Specialists has to dedicate a lot of time "fixing" your files, the hourly rate applied for that will quickly eat away at your savings and, in some cases, make it more costly than if Cookbook Specialists had typed the book to begin with.

Can I have my text in a larger font?

Yes, we can print your book in any font size you would like. Just make sure you note the specific font size in the special instructions when submitting your cookbook order form. In the case of larger font, your book will be priced according to page count.

Can I set up my own cover (and dividers)?

Yes, however, do NOT send graphics in Word files. If setting up your own graphic files, you must either send them as PDF files or you must send the images as JPG or TIF files. Word is not graphic friendly and doesn't display them the way you intend.

If my book is camera-ready, do I still need to fill out the order form/contract?

Yes. While we realize that some of the order form pertains to books typed by Cookbook Specialists, this is also where you tell us what kind of binding, cover and other information, so definitely fill out all of the order form!

I don't want my book to be the size of a cookbook. Can I have something other than 5 1/2 x 8 1/2?

Yes, you can have any size you would like, depending on the binding you choose. Just give us a call today and we can help you!

What parameters do I have to follow for typing my story book?

☑ It depends on the size of your book, but a good rule of thumb is to leave 1/2" all the way around the outside of the page. That will give us enough room to adjust for the punch/binding. If you are sending it as a Word document, that can easily be adjusted. If you are sending a PDF file, we cannot adjust it, so you will have to set it up correctly before sending it. Please email a sample of your file and we can test it to make sure it will work before you progress too far.

Because there are so many different types of books and each one is unique, the best way to ensure a perfect product is to email us a sample when you are ready to start and discuss the various options, so we can help you determine which way is best for you!

book@cookbookspecialists.com

Custom Calendars & Planners

Planners

Depending on whether you choose the Middle School or High School Planner, they come with Educational Tips, including Internet Safety Tips, Instruction on How to Create Passwords, Discussion on Cyberbullying, and How to Communicate Effectively (Face-To-Face), to name a few. After all the helpful information in the front of the planner, it transitions into the weekly calendar pages, including a place to write Goals & Notes, the current month grid at a glance and Inspirational Quotes to provoke thought and stimulate the mind. Besides all that, there are also Hall Passes at the end of the planner. The front and back covers are UV coated. The covers, of course, are completely customizable.

Also, if you choose, we can include your student handbook in the front of the planner. That can be submitted either ready to print in PDF form, or as a Word document to be formatted by Cookbook Specialists. A proof copy is sent to you of the handbook before printing when sent as a Word file.



Call today and we will send you a sample planner!

We also offer Teacher Planners and Parent Planners and we have Day Planners for fundraising or individual use.

Calendars

We can customize your calendar to your specifications! You can choose from 1 full-color picture tear-off calendar OR 12 full-color pictures flip calendar.

Create Custom Calendars for • Church • Pets • Animal Shelters • Advertisements • School Events • Red Hat Ladies • Garden Clubs • FFA • 4-H • Families • Reunions • Organizations • Town Celebrations • Cancer Fundraisers/Relay for Life. There are so many options!

Add your group's information and meeting dates, sports schedule, birthdays and anniversaries ... whatever you want! It's a great way to keep track of family birthdays, establish community connections, raise awareness for your group while raising money, advertise upcoming events, boost tourism, and the list goes on and on.

Call us today for more information and a sample planner or calendar.

We are here to discuss all your options.

800-383-1679

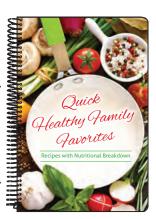
Cookbook Specialists Exclusive Publications

While we sell all of these individually, with quantities of 50 or more, you can use a full-color cover and add up to eight pages of your information FREE. These can be used as a fundraiser or a promotional giveaway and are an excellent gift for any occasion.

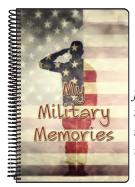




Quick Healthy Family
Favorites Cookbook is perfect
for creating meals with a
healthy slant that the family
will love. 190 Pages of
Healthy Recipes. Nutrition
Information included with
recipes. 16 pages of tips and
journal pages. Recipes were
selected to support a variety of
healthy eating plans.



You can use them to record family recipes, or as a building block for collecting recipes to put a church or organization's fundraiser together.



Veterans' groups may use the books as a starting point for collecting memories to create a book of shared memories to be printed. "My Military Memories" makes a great gift with bulk rates available for groups with a sponsor purchasing books for veterans.

EXCLUSIVE PUBLICATIONS

Sales & Terms

HELPING YOUR SALES

A Cookbook Specialists Sales Plan for Your Cookbook

Take advantage of FREE sales materials to make your cookbook a success.

Marketing Tips – Check out our marketing tips on our Cookbook Blog (www.cookbookspecialists.com/blog/).

Social Media – A post of your cookbook cover on Instagram and Facebook that you can like and share to spread the word about your cookbook. We will email you a copy of the image we use so you can create your own post as well.



TERMS & CONDITIONS

Non-Profit Groups & Organizations

Cookbook Specialists offers terms for recognized non-profits groups and organizations in the USA; recognized non-profits are defined as registered with your state and have a Form 501(c) (not to be confused with a tax exempt form). A copy of the 501(c) needs to accompany your order. If you meet these guidelines, our terms are no money down and 90 days to pay the full balance. One-third due in 30, 60 and 90 days from the invoice date. Your group or organization will be invoiced when the books are shipped.

Businesses, Individuals, Families & Groups

Payment terms for businesses, individuals, families and groups who do not meet the recognized non-profit definition described above, and all foreign accounts, are 50% down payment when order is submitted (half of your order form total). The remaining balance is due before books are shipped. The balance will also include shipping costs, as well as any overs.*

Sales Tax

Each customer must complete an lowa Sales Tax Exemption form, or submit a 501(c)(3) Certificate of Exemption. If we do not have a completed form or copy of the certificate, we must charge sales tax.

*Over/Under Run

Standard over/under run is 5%. During the printing process we may have some spoilage. It is customary for you to receive up to 5% more or less books than you ordered. The finished number of books is what you will be billed for.

Shipping

Shipping charges are added to your invoice. We ship through FedEx, UPS or freight and try to find the best pricing for you. They will only ship to a street address and will only deliver to a door. You may check with us for an estimate of shipping time. Please note that we may be able to accommodate freight shipments or expedite shipping, but you will be billed accordingly.

Payment Options

You may pay with check or money order. We also accept MasterCard, Visa, and Discover. No adjustments, credits or refunds beyond 90 days of invoice. Return check fees are \$35.00.

Total orders over \$7500 paid with a credit card will incur a 3% convenience fee.

Cancellation Fee

Cancellation fees will apply, depending on the status of your cookbook at time of cancellation.

Reorders

Reorder quotes can be requested any time after your order ships. Minimum reorder is 24 cookbooks. If there are any minor corrections that need to be made before reprinting, please submit these in writing and we will make corrections at no charge. Account must be paid in full before reorders can be started. Our payment terms remain the same for your reorder as for your initial order. Pricing on reorders is based on current book pricing and the page count of your book.





