**2020 GLIBA HOLIDAY CATALOG REBATE FORM**

Complete and Return no later than January 31, 2021. Make a copy for your records. If you use multiple distribution channels, use a separate claim form for each one.

Store Name ____________________________________________
Contact ____________________________________________ Signature ____________________
Billing Address __________________________________________
City/State/Zip __________________________________________
Phone ____________________________________________ Email __________________________

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**CATALOG REBATE WORKSHEET**

<table>
<thead>
<tr>
<th>QTY Distributed</th>
<th>Newspaper / Post Office or Saturation</th>
<th>Rate Per Piece</th>
<th>Total Bill</th>
</tr>
</thead>
</table>

Divide your rate per piece by 2. That is your rebate rate. 
If it is greater than $.04, use $.04. 
Rate Per Piece / 2 = Rebate Rate ($.04 max)

Multiply your rebate rate by the quantity you distributed to get your rebate amount. If your rebate amount is greater than $400, use $400.
Rebate Rate x QTY Distributed

REBATE AMOUNT = ($400 max)

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**ATTACH SUPPORT OF YOUR CLAIM (REQUIRED)**

NO CLAIMS WILL BE PROCESSED WITHOUT ALL THREE ITEMS

- [ ] Copy of the paid invoice from the newspaper, saturation mail, direct mail, or post office receipt.
- [ ] A sales report for catalog titles covering the period from September 1 - December 31, 2020.
  Either a printout in alphabetical order by title from your POS system, or a handwritten tally on a stock checklist

It is also very useful to have photos of your catalog displays. Send us photos and we will post on Facebook, Instagram and the GLIBA website. If you have comments about the catalog- its value to you, customer responses, etc - please let us know. If you used the new Saturation or Direct mail options this year please share the results. We love to share these with publishers!

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**PLEASE SEND ALL OF THE ABOVE BY JANUARY 31, 2021 TO**

You can email your documentation to ____________________________ Or mail your documentation to ____________________________
larry@gliba.org Great Lakes Independent Booksellers Association
C/O Holiday Catalog Rebate
250 Woodstock Ave, Clarendon Hills, IL 60514

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**OFFICE USE ONLY**

Date Received ____________________________ Audited ____________________________ Check # ____________________________ Check Sent ____________________________