

BROUDE BROTHERS LIMITED

BROUDE INTERNATIONAL EDITIONS, INC.

THE BROUDE TRUST

for the Publication of Musicological Editions

PERFORMERS' EDITIONS

RONGWEN MUSIC

TRADE SALES POLICIES

2011

141 White Oaks Road
P.O. Box 547
Williamstown, MA 01267-0547, USA

Telephone: (413) 458-8131 • Fax: (413) 458-5242
E-mail: broudebros@verizon.net

BROUDE BROTHERS LIMITED

TRADE SALES POLICIES

(INCLUDING TRADE DISCOUNT SCHEDULES)

Effective January 1, 2011

CATALOGUES REPRESENTED

Broude Brothers' Wholesale Department serves as exclusive distributor to the trade for the publications of:

Broude Brothers Limited
Broude International Editions, Inc.
The Broude Trust for the Publication of Musicological Editions
Performers' Editions
Rongwen Music

ORDERING PROCEDURES

Orders originating in territories other than continental Europe and Ireland should be placed with:

Wholesale Department
Broude Brothers Limited
141 White Oaks Road
P.O. Box 547
Williamstown, MA 01267-0547, USA

Telephone orders may be placed between 9:30 AM and 4:30 PM Eastern Time,
Monday through Friday, by calling (413) 458-8131.

Orders may be faxed to (413) 458-5242 or sent by e-mail to broudebrothers@verizon.net.

Orders originating in continental Europe and Ireland should be placed with:

Broude Europa
Rosmarinstrasse 15
D-55232 Alzey
Germany

Orders may be placed with Broude Europa by telephone at +49 6731 10906,
by fax at +49 6731 549 834, or by e-mail at broude@net-art.de.

PRICES & DISCOUNTS

Performing Materials, including "The Art of the Keyboard," "Blue and Gold Scores," choral octavos, "Contemporary Composers Study Scores," "Critical Facsimiles®," instrumental music for soloists and for small ensembles, miniature and study scores, orchestra scores and parts, "Performers' Facsimiles," and music for solo voice: **40%**

Scholarly Publications, including musicological editions, "Monuments of Music and Music Literature in Facsimile," "Documents of Art and Architectural History," monographs, periodicals, reference works, reprints, and textbooks: **20%**

All dealers receive the same discounts, regardless of the volume of the previous year's sales.

Prices given in our catalogue **Titles in Print 2011** are valid as of January 1, 2011, and supersede prices in all other Broude catalogues and checklists. Prices are valid for orders originating in territories other than continental Europe and Ireland. Although every effort will be made to maintain prices at their current levels, *all prices are subject to change without notice*. Should such changes occur, items affected will be invoiced at the prices in effect when orders for them are received.

CARRIAGE

Prices do not include carriage. Carriage, including shipping and insurance, appears on each invoice as a separate item. In the absence of instructions to the contrary, merchandise is sent via UPS ground service to addresses within the United States, and by Priority Mail International, insured, to destinations outside the United States.

CURRENCY AND PAYMENT

Orders are invoiced and payable in US Dollars, with the following exception: Orders originating in the United Kingdom are invoiced in US Dollars but payable by Sterling check, at the exchange rate in effect as of the invoice date plus 3%. Orders originating in continental Europe or Ireland and invoiced by Broude Europa are invoiced and payable in Euros. *All payments must be received free of any bank charges to the payee.*

Invoices for orders sent to addresses in the United States and Canada are payable within 30 days of the invoice date. Invoices for orders sent to addresses outside the United States and Canada are payable within 45 days of the invoice date.

“DROP SHIPMENTS”

A service charge of \$3.50 will be assessed for each “drop shipment”—i.e., for each shipment made directly to a dealer’s customer rather than to the dealer placing the order.

MINIMUM ORDERS

In order to reduce bookkeeping and handling costs, dealers are requested to place orders totaling at least \$15.00 *after discount and exclusive of carriage and “drop-shipment” charges*; orders totaling less than \$15.00 net will be assessed a service charge of \$3.50.

STOCK ORDERS

Stock orders representing a selection of titles normally sold by the dealer placing the order may be made no more than twice per calendar year. Stock orders must have a *net* value of at least \$500.00 (after discount and exclusive of carriage); they are eligible for an additional 10% discount (yielding an effective discount of 46%), and they receive 90-day billing. Stock orders are intended to assist dealers in maintaining in inventory a representative selection of Broude titles; stock orders are not intended to allow an extra discount for orders for large quantities of a single title or for a few titles only. Special stock order discounts do not apply to musicological publications, nor do they apply to orders that are not representative of the range of material that the dealer normally orders from Broude Brothers. Special stock order arrangements incorporating these principles may be made for specialist dealers (e.g., dealers concentrating in “early music” or music for a particular instrument).

RETURNS

All merchandise is shipped on definite order only. With the exception of merchandise that is found to be defective or that Broude Brothers has shipped in error, no returns will be accepted. Permission to return such defective or mis-shipped items must be requested *within 30 days* of the invoice date (45 days for orders shipped to destinations outside North America). Merchandise may be returned only with written permission; merchandise returned without such authorization will not be accepted, nor will credit be issued.

OPEN ACCOUNTS

Open accounts are maintained for dealers who maintain a steady volume of orders. Because of the cost of maintaining open accounts, such accounts cannot be kept for dealers who place occasional orders only. Open accounts that remain dormant for extended periods will be transferred to *pro forma* status. It is expected that open accounts will be settled promptly in accordance with the applicable terms of payment; open accounts that are not so settled will be transferred to *pro forma* status.

NEW ACCOUNTS

Accounts may be opened for dealers placing orders with Broude Brothers for the first time. For dealers wishing to open accounts, initial orders, which may be paid by credit card or invoiced on a *pro forma* basis, should be sent on order forms or official letterheads and should be accompanied by credit references—ideally, two publishers and a bank. Within six months of their first order, such dealers must place at least two additional orders, which may also be paid by credit card or invoiced on a *pro forma* basis. Thereafter, open accounts will be maintained in accordance with the conditions outlined above. Dealers who expect to place only occasional orders with Broude Brothers may prefer not to establish an open account but rather to pay by credit card or to deal on a *pro forma* basis.

N.B.: *Policies described in this statement are subject to change without prior notice.*

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