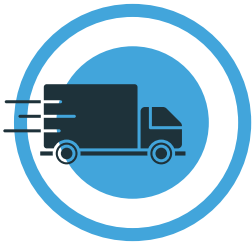


Fulfilment Information



How it Works – Overview

So you're interested in our fulfilment service, that's great news!

This service is perfect if you are short on space or time. We hold your books in stock at Book Printing HQ (for free) and ship directly to your customers.



Excellent postage rates
(updated annually)



Tracking for UK orders in your
BPUK online account



Robust, tried and tested
book packaging



Monthly stock updates



Orders ship daily (make sure to
upload your orders before 11am)



First class couriers, Amazon,
Royal Mail, DPD and Parcel Force



Returns management – we will
let you know about any orders
that have been returned to us

How It Works – In Depth

We use our expertise to **package and post directly to your clients** – packaging your books safely in a book wraps, and using our array of couriers Amazon, Royal Mail, Parcel Force and DPD – which courier we use depends on how much your book weights and if we are posting to the UK or internationally for you.

Our fulfilment service is **perfect for sending out single copies of your book**, we can help with multiple copies and bundles (more than 1 title) however this works slightly differently, chat to your Account Manager on how we process orders for more than 1 copy.

So how do you pay? This is the easy part, for all the orders we process for you we will send you an invoice each month on 30-day payment terms, simple!

For us to do this there will be a **little work on your end**. We need to know who we are sending to and what they have ordered.

What We Will Need From You

The correct BPUK Code – this is very important, so we know which book to pick and pack for you.

For you to complete CSV files with the information on your orders, and set out in the correct format – each postal carrier requires information in a different way our CSV template ensures we have everything we need to cover them all.

Separate CSV for global territories (UK, EUR, ROW & USA) – this can be a bit of a pain but is necessary for our system.

CSV files manually uploaded to your BPUK online account before 11am (for same day despatch).