



Dickinson Press

Order Fulfillment Questionnaire

Confidential Business Information

Date: _____

Warehousing/Fulfillment Questionnaire

The following information is requested so that Dickinson Press is able to provide its customers a detailed and accurate proposal for distribution services.

Company Name: _____

Address: _____

Contact Numbers: _____

E-mail: _____

Main Contacts: _____

Company information

Parent company: _____

Please list and other imprints or subsidiaries: _____

Which Dickinson services are you interested in:

Warehousing and order fulfillment

Book Printing (Offset and digital short run)

E-book conversion, sales and distribution

Storage and order fulfillment

Do you have a current storage contract? Yes No

Who with? _____

If so, when does it end or what notice period? _____

What areas do you require?

North America Only

North America and Europe

North America and Latin America

North America, Europe and Latin America



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Sales Information

What were your U.S. Gross Sales the last three years in U.S. dollars?

\$	Gross Sales	Returns	Net Sales
Year 1:			
Year 2:			
Year 3:			

What are your forecasted U.S. gross sales for the coming year? _____

Any other necessary sales information? _____

Product Information

How many new titles will you publish this year? _____

How many back-list titles do you currently have? _____

Marketing

What is your current website: _____

Do you have your own shopping cart? _____

Do you require accounts receivable/payable services? _____

Inventory Information

How much inventory do you typically have on hand in the U.S.?

Total titles: _____

Total units: _____

Total pallets: _____

Total expected inventory upon initial transfers? (if applicable): _____

Total number of pallets: _____

Warehousing/Fulfillment Information

Number of active individual SKUs? _____

Number of SKUs for combined kits of individual SKUs? _____

How many orders do you currently ship per day/week/month? _____

What would be the total number of cartons/books per orders? _____

Any other relevant information? _____