

Scholastic Book Fairs (SBF)

Services Agreement

Thank you for hosting a Scholastic Book Fair! We look forward to working with you. Please read the following Services Agreement and guidelines, which have recently changed. Scholastic Book Fairs is now the retailer of books sold at the Fair. State and local sales tax must be collected on all purchases at the Fair (except for purchases made by the school with school funds for school use when the school is registered with Scholastic as tax-exempt).

As always, Scholastic will provide:

- Books and educational products
- A dedicated support and service team
- Online planning resources and tools
- Quick and easy product restocks
- Setup Kit & Kick-Off Kit with promotional materials
- An Online Fair by way of The Scholastic Store
- Convenient payment system that allows you to accept digital payments and major credit cards

The school or organization listed agrees to:

- Use Scholastic Book Fairs as the exclusive provider and retailer of all books, merchandise, and promotional materials during the Book Fair event.
- Store and display all merchandise, cash, checks, credit card machines, and sale slips in a locked and secure location when not in use at the Fair.
- Make products available to all qualified event attendees at the listed price designated by Scholastic.
- Collect sales tax on behalf of Scholastic Book Fairs as required by state and local law.
 - Ensure proper tax-exempt certificate or other documentation as required by state and local law is on file with Scholastic Book Fairs prior to making any tax-exempt purchases.
- Repack all unsold products, supplies, and displays for pickup and/or return.
- Return all payment systems, unsold products, and merchandising materials/displays (unless otherwise marked) to Scholastic Book Fairs promptly at the conclusion of the Fair.
- Within one day after ending your Fair on all payment systems, your Financial Form will be available to process Fair sales and submit payment.
- Review and comply with the following Credit Card Security Procedures:
 - Do not share or distribute the payment system or information you collect (such as credit card numbers), on behalf of Scholastic Book Fairs.
 - Do not write down or copy any information from a customer's credit card (i.e. card numbers, expiration date, or security codes).
 - Payment systems are not to be used for personal use/gain; these devices are only to be used for transactions at Scholastic Book Fairs events.
 - If a credit card has been found, follow these steps:
 - Secure the credit card in a locked area and immediately go to the [Lost Credit Card form](#) for further instructions and to submit a report on the incident.
 - If the credit card owner is not located after 3 business days, go to the [Lost Credit Card form](#) for directions on destruction of the credit card.
 - The register and any credit card receipts must be locked in a secure location overnight or when not in use.
 - If the register has been left unattended, upon return, inspect the register to ensure there are no visible signs of tampering or unauthorized devices attached, such as a USB or skimmer device. Verify that the security seal on the bottom register case is not damaged or removed from the screw hole.
 - If the seal has been removed, immediately stop using the device and notify the Scholastic customer success team.
 - Do not connect the payment system to any unauthorized networks.
 - All volunteers should use good and reasonable judgment in the event of any issues. Contact the customer success team or your Book Fair consultant for guidance as needed.
 - The Book Fair Host is responsible for informing other volunteers of the credit card security instructional awareness information provided by Scholastic. Acceptance of the Services Agreement acknowledges notice of and agreement to this credit card security instructional awareness information.

Changes to this Services Agreement may be made solely at the discretion of Scholastic Book Fairs as permissible by law and/or as business conditions deem appropriate. We will notify you of any such changes by posting the revised Services Agreement in the Book Fair Host Hub. Under certain circumstances, we may also notify you of changes to this Services Agreement by additional means, including, but not limited to, posting a notice on the Scholastic Book Fairs homepage, sending you an email if we have your email address, or by contacting you through your Book Fair Consultant. At that time, you will have the opportunity to review and accept a new Services Agreement.

Profit

If your Book Fair sales are \$4,000 and above, you may opt to take profit in Scholastic Dollars, cash, or a combination of Scholastic Dollars and cash. See the chart below for all other sales levels. Online Fairs are not eligible for cash profit.

- When you elect to take a combination, Scholastic Dollars are worth double the value in cash.
- The total profit amount cannot exceed 25% of sales at cash value.
- Use the Profit Split page on the Financial Form to automatically calculate and optimize your profit elections.

Scholastic Dollars Profit

Book Fair Sales (excluding tax)	Scholastic Dollars Value		Cash Value
\$4,000 and up	50% of Sales	and/or	25% of Sales
\$1,700 - \$3,999.99	40% of Sales		\$0
\$0 - \$1,699.99	30% of Sales		\$0

*Excluding tax & shipping.

***If a school presents an official statement from another school book fair operator evidencing that they earned more money from a fair that they ran with such other operator within one (1) year prior to their Scholastic Book Fair than they earned from such Scholastic Book Fair, Scholastic will pay the school the difference in promotional Scholastic Dollars in an amount equal to one (1) Scholastic Dollar for every \$0.50 earned from the other operator. Such promotional Scholastic Dollars must be used within 6 months of receipt by the school. Guarantee applies to amounts earned from other book fairs in cash only, no other forms of payment (books or other products, services, etc.) will be considered. Offer not valid for BOGO, Tabletop, and Sponsored Fairs.*

School Information

Pennridge North Middle School
1500 N 5th St
Perkasie, PA 18944
Account #: 1019517

Fair Information

Fair Dates: 2026-11-30 to 2026-12-04
Fair ID: #6260448