

We suggest that the following procedure be used to establish a contract between the Author and Pearl River Publishing.

1. Print a copy of the Contract from the web site:
<http://www.pearlriverpublishing.net/pdfs/policies.pdf>
2. The easiest way is to go to our uploads page at
<http://www.pearlriverpublishing.net/zoho/uploadframe.html> and fill out the form and upload your manuscript.
3. If you're unable to upload your manuscript, print out the contract, make your selections and then contact Pearl River Publishing by email or telephone. Experience has shown us that email is better and will eliminate mistakes.
4. Pearl River Publishing will send you by email a final PDF copy of the Contract.
5. Print the Contract and sign it if you agree with everything. If not, contact Pearl River Publishing again and we will continue to negotiate to make sure that we both agree with all the terms in the contract.
6. Send it back to Pearl River Publishing using US Mail or fax it to : (240) 631-2578.
7. Send an email to Pearl River Publishing telling us that the Contract is in the mail.
8. We will sign the Contract and then send you a executed copy for your records.