



## **Royalty FAQ**

### **Q: When will Authors receive their royalty checks and/or statements?**

A: Both Royalty checks and statements will be sent based upon the specified date in the author's contracts. There are multiple Royalty cycles, and Accounting is working off these contract due dates.

### **Q: How can I obtain an explanation of the terms that appear on royalty statements?**

A: Definition of Terms

### **Q: Where can authors contact ABC-CLIO regarding their royalty statements?**

A: By email: [Royalties@abc-clio.com](mailto:Royalties@abc-clio.com) or by phone: (800) 368-6868 ext 112.

### **Q: Will authors receive a statement regardless if they are due monies at this point?**

A: Yes, when there is sales activity within the last royalty period/cycle you will receive a statement.

### **Q: Where is my check or why does my statement indicate that I am due money but no check is included?**

A: There are a couple of reasons this may occur:

- 1) Per our contracts, payments will not be made for balances under \$100. The balance owed will be rolled into your next royalty cycle and will be added to any additional royalties earned.
- 2) We may not have a current W9. In this case you should have received a letter requesting you complete the W9 and return it to us.

### **Q: How can authors update their addresses and submit W9/W8 forms?**

A: Authors should update their addresses and submit W9/W8 forms by using the Author Center.

### **Q: Why are the Indexing charges deducted from my royalties?**

A: Unless negotiated otherwise, the Author is responsible for the Indexing. If the Index was not completed by the author, then the expenses incurred by ABC-CLIO will be deducted from the Royalties.

### **Q: I received a 1099 but never received a check for that amount, why?**

A: You will receive a 1099 for all payments made within the preceding calendar year. If you think you have not received what is shown on the 1099, please contact us.

### **Q: Can I have my royalty amount direct deposited?**

A: Unfortunately, we cannot offer direct deposit or wire payment as that would add to our processing time and delay your receipt of payment.