



Thank you for your interest in opening an account with Penguin Random House.

Whether you're an independent bookstore, online retailer, or distributor outside of the U.S., we're proud to be your source for the best manga and graphics novels, children's and young adult books, fiction, nonfiction, and more! Penguin Random House is home to more than 275 adult and children's publishing imprints and distributes more than fifty [independent publishers](#).

To open an account, please complete the enclosed New Account Application form and email it to our international sales team at internationalsales@penguinrandomhouse.com or to your appointed Sales Representative. **We offer prompt delivery of electronic invoices and statements via email; make sure to opt for this service when filling out your application.**

To help create your initial order, check out our dedicated International Sales USA website:

Penguin Random House International Sales USA

Our website for independent bookstores, online retailers, and distributors outside of the U.S.

 *Online ordering available*

prhinternationalsales.com

After completing registration, you will be asked to sign up for a Penguin Random House Self-Service account. The Self-Service portal offers 24/7 access to order books, track shipments, review invoices, and place claims. Learn more at selfservice.penguinrandomhouse.biz.

If you have any questions, please contact us at our toll-free number 1-866-761-6685 or via email at newaccount@penguinrandomhouse.com

We are looking forward to working with you!

Best regards,
Penguin Random House LLC

PENGUIN RANDOM HOUSE LLC INTERNATIONAL	
BILL TO (Company)	SHIP TO (Freight Forwarder)
NAME:	NAME:
ADDRESS:	ADDRESS:
COUNTRY:	COUNTRY:
CONTACT:	CONTACT:
PHONE:	PHONE:
FAX:	FAX:
EMAIL:	EMAIL:

NEW ACCOUNT PROFILE
GOVT. ISSUED ID NUMBER: _____
NATURE OF BUSINESS: RETAIL <input type="checkbox"/> WHOLESALE <input type="checkbox"/> COMIC <input type="checkbox"/>
HOW MANY YEARS IN BUSINESS? _____
ACCOUNTS PAYABLE CONTACT NAME: _____
EMAIL ADDRESS: _____
FAX NUMBER: _____
DO YOU WISH TO RECEIVE ELECTRONIC STATEMENTS? <input type="checkbox"/>

BANK REFERENCE	
NAME OF BANK	
ADDRESS	
COUNTRY	
ACCT NUMBER	
TELEPHONE	
FAX	

BUSINESS REFERENCES (PREFERABLY U.S.)	
NAME	
ADDRESS	
COUNTRY	
ACCT NUMBER	
TELEPHONE	
EMAIL	
FAX	

NAME	
ADDRESS	
COUNTRY	
ACCT NUMBER	
TELEPHONE	
EMAIL	
FAX	

NAME	
ADDRESS	
COUNTRY	
ACCT NUMBER	
TELEPHONE	
EMAIL	
FAX	

DO YOU WISH TO COMBINE ORDERS? ☐

DO YOU WISH TO HAVE BACKORDERS RECORDED? ☐

DO YOU WISH TO BACKORDER NOT YET PUBLISHED TITLES? ☐

DO YOU WISH TO RECEIVE ELECTRONIC INVOICES? ☐

IF YES, PLEASE ENTER AN EMAIL ADDRESS: _____

DO YOU WISH TO RECEIVE ELECTRONIC CATALOGS AND EMAILS RELATED TO TITLE
AND MARKETING INFORMATION? ☐

IF YES, PLEASE ENTER AN EMAIL ADDRESS: _____

DO YOU HAVE A SAN NUMBER? IF SO PLEASE ENTER HERE: _____

- Invoices must be paid in accordance with the terms of sale offered in order to avoid a suspension of shipments and/or the account being placed for collection. **If payment is being made by credit card, the request must be made within 60 days of invoice date.**
- Should it become necessary to place the account with a collection agency or attorney, the Applicant agrees to pay all the collection costs and attorney fees in addition to all other sums due.
- Applicant authorizes Random House, Inc. to obtain credit and financial information concerning the Applicant from the bank and trade references.
- The above information is furnished by the Applicant for the purpose of obtaining credit and is warranted to be true and correct.
- Please type or sign your first and last name to verify that the information you have provided is accurate and that you consent to the terms outlined in this application. Note that typing your name is considered the equivalent of a signature.

Name of Applicant

Signed _____ Date _____

Title _____

Return Application to:

Penguin Random House LLC International Sales & Marketing
1745 Broadway, New York, New York 10019
Internationalsales@penguinrandomhouse.com



November 2021

Dear Valued Customer

As our communications have evolved to be more digital in nature, we are asking all customers to be particularly mindful when a change is communicated to you from Penguin Random House.

Going forward, it is important to note that we will never communicate banking or wire information in an email. If you receive an email asking you to wire us money to an address you are not familiar with, or to make a change to an address you have been actively using, please contact your Credit Representative by telephone right away. PRH does not change their banking information under normal circumstances and any change would be communicated to you well in advance of the actual change taking place. PRH is taking a proactive approach to alleviate any fraudulent activity with this policy to safeguard both of our businesses.

Please note that customers are responsible for ensuring the security of their own computer systems. If you have any questions, please contact your Credit Representative at **1-800-726-0600**.

Sincerely,

A handwritten signature in black ink, reading "William C. Sinnott".

William C. Sinnott
SVP, Payroll, Credit & Disbursements