

This document serves as a legal binding agreement between TOUCH Outreach Ministries, Inc./dba TOUCH Publications (referred to as Publisher) and the following organization, hereafter referred to as The Local Translator:

Name _____
Organization _____
Organization's Main Address _____
Organization's City, State and
Zip Code or Postal Code _____
Organization's Country _____

This agreement is valid for one year from the date of The Publisher's signature and will be automatically renewed each year for a period of one year unless one of the parties submits a letter of cancellation no less than 30 days prior to the date of The Publisher's signature date.

1. AUTHORIZED TITLES

a. This document describes authorization for the book title(s) listed below, which are copyrighted works of The Publisher and/or its respective authors:

Title	Author
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

b. This document does not include translation rights to other titles published by the authors listed or The Publisher, nor any works advertised and sold by The Publisher from outside publishing organizations or individuals.

2. AUTHORIZED LANGUAGE

a. The Publisher authorizes the Local Translator to translate the titles listed above into the

_____ language for use in the following country: _____.

3. TRANSLATION REQUIREMENTS

a. The Publisher authorizes the Local Translator to translate the titles directly into the language stated above maintaining the meaning, spirit and theological stance of the original title. Any changes made that alter the meaning, spirit or theological stance or to make the translation conform to doctrinal differences of The Local Translator must be authorized in writing by The Publisher prior to duplication or printing of the title(s) listed in this agreement. These improvements or changes must be outlined in detail, in the English language and sent to The Publisher prior to duplication and use for approval.

4. TRANSLATION AND PRINTING COSTS

- a. The Local Translator may not hold The Publisher liable for any cost incurred for the translation work to outside translators, for computer expenses, printing, storage or advertising or any other costs not mentioned in this agreement.
- b. By signing below, The Local Translator agrees to assume all financial responsibilities associated with the translations outlined in this agreement. These responsibilities will include, but are not limited to fees due to individuals or corporations subcontracted by The Local Translator to translate the above titles. The Local Translator, by signing below, releases The Publisher from all costs involved in translating or to local translators, including payments of royalties, fees, shipping costs, or any other costs not stated in this agreement.

5. TRANSLATION RIGHTS

- a. The Local Translator agrees to assign any and all rights, including all copyrights in the translation to The Publisher on the copyright page of each translated resource, retaining the wording of the copyrights as they appear in the most recent, English version released by The Publisher.
- b. The Local Translator agrees, by signing below, that The Publisher and author will retain worldwide rights to the original work and all translations of the original written work listed in this agreement.
- c. The Publisher retains the right to authorize other translations of the same title in the same language to be sold or distributed in the same country. The Local Translator, by signing below releases The Publisher from any loss incurred by the The Local Translator if The Publisher exercises this right.

6. PRINTING

- a. The Local Translator agrees to notify The Publisher of the date of first title printing, the quantity being printed, and the anticipated length of time that the title printing will take to sell or distribute.
- b. The Local Translator must send two (2) copies of finished printed books to The Publisher at no charge upon completion of printing.

7. ROYALTY PAYMENTS

- a. The Local Translator agrees to pay an 8% royalty on all titles named in this agreement. This royalty payment is based on the retail cost of each title, or the average price of a similar title (religious or secular) of similar size and length if given away free of charge or sold at cost in the country where the translated title is being used.
- b. The Local Translator agrees to make timely royalty payments at the time of printing for all copies printed, or make quarterly payments (based on sale or distribution of the translated resource listed in this agreement) to The Publisher. Both payment schemes must accompany a report containing the title, books printed or sold (depending on the payment method), retail price of the title, currency exchange rate as of the date of payment, and royalties due.
- c. All royalties will be paid in U.S. Dollars, drawn from funds in a U.S. bank. All wire transfers, foreign bank draft fees or taxes incurred by The Local Translator cannot be deducted from the royalty expense. The Translator agrees to reimburse The Publisher for any fees incurred to receive foreign bank drafts or wire transfers. Royalty payments may be made on Visa/MasterCard or Discover through The Publisher's office if desired.
- d. If The Translator uses the option of paying royalties each quarter of the calendar year based on sales or distribution, and accompanying royalty payments are not received in The Publisher's office by the 30th day after the quarter, The Publisher may exercise the right to collect royalty payments for the entire printing of the title(s) listed above.

8. TITLE SUBMISSION FEES

- a. The Local Translator agrees to pay a US\$50 fee per title requested in this agreement. This fee is non-refundable.
- b. The title fee paid by the Local Translator will be kept as a credit toward the first royalties due after printing.
- c. By signing below, The Local Translator authorizes TOUCH Outreach Ministries, dba TOUCH Publications to charge the credit card listed in this agreement for US\$50.00 per title as listed above if this agreement is approved.

9. DENIAL AND APPROVAL

a. Omissions, false information, or words, sentences or paragraphs that are stricken from this agreement by The Local Translator will yield a denial from The Publisher.

b. For this agreement to be valid, it must contain the signature and date of an authorized representative of The Publisher.

10. TERMINATION

a. In the event that The Translator does not follow the terms of this agreement, The Publisher may exercise the option of terminating this agreement. In the event of agreement termination, The Translator agrees to hold The Publisher harmless for any expenses or damage caused by the agreement termination.

Authorized Signature – Local Translator’s Agent

Date

Authorized Signature – The Publisher’s Agent

Date

Visa/Mastercard or Discover Number: _____ / _____ / _____ / _____

Expiration Date __ __ / __ __ Name as it appears on card _____

By signing below, I authorize TOUCH Outreach Ministries, dba TOUCH Publications to charge my credit card in the amount of US\$ _____ (\$50 per title on this agreement). I understand that this is a non-refundable fee and will be kept on account and used as a credit toward future royalty payments I will make to The Publisher, as outlined in this agreement.

Authorized Signature – Credit Card Holder

*Please review, sign and return this original agreement to:
Translation Approval
TOUCH Publications, Inc.
P.O. Box 7847
Houston, Texas 77270 USA*

No electronic or faxed versions of this signed agreement will be accepted.