[Date]

To: Deanna Dannels, Dean

From: [Author]

Re: Acceptance of the College’s terms for subvention payments.

I am the author of [book] to be published by [Press] on [date]. The College has agreed to pay a subvention of $\_\_\_\_\_\_\_ to the publisher. In requesting that the College pay this subvention, I will assign any royalties realized from the sale of this work, and any related revenues, such as reprint rights, to the College of Humanities and Social Sciences. I understand that all such royalties, whether or not they exceed the subvention, will be assigned to the College. I agree that this will apply to any subsequent editions of the work, and cover royalties and other revenues realized through sales in any part of the world and in any medium.

I also certify that I have confirmed with the Publisher that they can and will send all royalties made payable to NC State University to CHASS Research Office, NC State University, Campus Box 8115, Raleigh, NC 27695-8115.

Agreed:

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Author Date

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Dean Date