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Step 1: Sign In to the DTP

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digital text platform



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Step 2: Add Seller Information

When you log onto the DTP system, you'll immediately be presented with a screen that says "Your account information is incomplete."

That's because you currently have an account for buying books on Amazon but not for selling books on Amazon.

Click the "Update Now" button to give Amazon the necessary information to have an account that can submit books to the Kindle.

Step 3: Fill Out Your Account Information

Your Account

To make your book available for sale (and so you can get paid for sales) on Amazon.com, please fill in the fields below. Once your account is complete, you can start publishing!

Company/Publisher Information

Full Name/Company Name: [\(What's this?\)](#)

Address:

Provide your mailing address

[Add or edit address](#)

Tax Information

Enter your US taxpayer information to receive payments for content sold on Amazon.com.

Business Type:

Pick a business type

SSN, TIN or EIN: [\(What's this?\)](#)

Payment Information

Select the method of payment for receiving your royalties.

Amazon.com

Electronic funds transfer in USD(\$) to your US Bank account

Bank Account:

Provide your US bank account information

[Add or edit account](#)

Checks in USD(\$)

Amazon.co.uk

Electronic funds transfer in USD(\$) to your US Bank account

Checks in GBP(£)

Note: Changes made to the payment method will take effect immediately. For royalties earned in the same month that the payment method is changed, publishers will receive two partial-month payments, one by check and one by EFT.

FAQs

Will I be charged fees for this account?

You can sign up for an account and publish titles to the Kindle Store at no cost. If you reside in the United States and choose to be paid by check, a fee of \$8 will be incurred for each royalty check issued.

Can I publish a book without providing my payment information?

We require a name, address, and payment information to be entered before submitting your content for publishing.

How long does it take to get paid royalties for sales?

If you have chosen to sell your title(s) on Amazon.co.uk, your royalties will accrue separately from Amazon.com sales. The balance of each account will be paid sixty days after the end of a month in which the balance accrued at least \$10 for Electronic funds transfer or U.S. check payments, or \$100 for payments by check.

Your Publisher Code:

A1SEWFU0EUIPLA

[Save entries](#)

You'll be presented with an account information page that should be mostly self-explanatory. Fill out your name, tax ID / SSN number and how you'd like to receive your payments.

Step 4: Add Your First eBook

Once you save your changes, you'll be returned to the main screen. Click "Add a new title" to add your first eBook.



Step 5: Fill Out the Book Details

When you click the add button, you'll be presented with a long page of options for your book. Here's what each section means.

1. Your Book
Not Started...

2. Rights & Pricing
Not Started ...

Book Basics

Title:
New Title 2

This book is part of a series [\(What's this?\)](#)

Series title: Volume:

Edition number (optional): [\(What's this?\)](#)

Description: [\(What's this?\)](#)

4000 characters left

Book contributors: [\(What's this?\)](#)

Publishing Details

Language: [\(What's this?\)](#) Publication date (optional):

<Select language>

Publisher (optional): [\(What's this?\)](#) ISBN (optional): [\(What's this?\)](#)

FAQs

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Selecting browse categories will allow you to place a title among books of a similar genre. Providing search keywords will expand the set of terms that your title is searchable by in the Kindle Store. You can enter up to 5 browse categories and search keywords.

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Digital Rights Management (DRM) is intended to inhibit unauthorized access to or copying of the

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Publishing rights status: [\(What's this?\)](#)

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Browse and Search



Categories:

[Add categories](#)

Search keywords (optional): [\(What's this?\)](#)

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Book Content

Select a digital rights management (DRM) option: [\(What's this?\)](#)

- Enable digital rights management
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Book content file:

[Browse for book...](#)

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4) Upload your book. Amazon prefers HTML format, though they can accept PDF format as well.

Click Continue when you've completed everything on the first page.

Step 6: Set Your Rights and Pricing

When you hit continue, you'll be taken to the rights & pricing page:

An amazing title

1. Your Book Complete → 2. Rights & Pricing Not Started ...

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Select: All | None

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35% Royalty

70% Royalty

	List Price	Royalty Rate*	Delivery Fee	Estimated Royalty
Amazon.com	\$ <input type="text"/> USD			
Amazon.co.uk	<input checked="" type="checkbox"/> Automatically based on US price £ <input type="text"/> GBP			Automatically based on US price

FAQs

How do I know which territories I should rights for?
You should select those territories in which you hold the necessary rights to publish your book. The period of copyright protection varies between countries, so if you are publishing a public domain title, ensure you set your territory rights accurately.

How are royalties calculated?
If you select the 35 percent royalty option, royalties will be equal to 35 percent of your List Price. If you select the 70 percent royalty option, royalties will be equal to 70 percent of your List Price, less Delivery Costs. But if you set the book at a price that is below the List Price (after deducting 15% (the statutory Luxembourg VAT rate) for sales to UK customers) to match the price at which a third party sells any digital or physical edition of the book or our price for a physical edition of the book, you will receive 70 percent of our sale price for each eligible book sold to US and UK customers, less Delivery Costs, and less 15% (the statutory Luxembourg VAT rate) for sales to UK customers. Royalties for sales to non-US and -UK customers are calculated based on the 35 percent royalty option. For full

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