



MEMORANDUM OF AGREEMENT FOR EDITORS OF PROCEEDINGS

made this **19th Febraury 2024**

between

Dr Dinesh Goyal
Director and Principal
Poornima Institute of Engineering and Technology
dinesh.goyal@poornima.org

(hereinafter called 'the Editor' and if more than one editor then 'the Editor' shall be read as 'the Editors') of the one part

and

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whereby it is mutually agreed as follows concerning a Work (consisting of a number of contributions) to be edited by the Editor and provisionally entitled

Recent Advances in Science, Engineering, Information Technology & Management
Proceedings of the 6th International Conference "Convergence2024" Recent Advances
in Sciences, Engineering, Information Technology & Management, April 19-20, 2024,
Jaipur, India (the 'Work')

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- (d) By complete and original camera-ready manuscript is understood: Table of Contents except for the page numbers, Preface, (possible) Introduction, (possible) Acknowledgements, (possible) Committees and other materials for the preliminary pages; all accepted and submitted papers; the name(s) and affiliation(s) of editor(s), the title and subtitle of the book, choice of cover designs (STEM MONO 01 – STEM MONO 46) chosen from: [Cover Templates \(routledge.com\)](https://www.routledge.com/Cover-Templates) and a blurb text.
- (e) The material must be delivered in electronic form (a separate file of **each paper in WORD-**) **via email or online file-sharing: crcpress.wetransfer.com**.
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- (g) After the delivery of the manuscript the Editor will have one week time to inform the Publishers of any changes in the sequence of papers.
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- (i) From the delivery date of the final and complete manuscript until the start of the conference the Editor will be available (or will arrange for a replacement) for proof reading or any other issues the Publishers might want to raise concerning the production of the book.
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- (ii) that the Editor shall refund any part of the advance already paid by the Publishers within 30 (thirty) days of a request in writing from the Publishers to do so.

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- (a) Acceptance of the manuscript is subject to review and approval by the Publishers.
- (b) The Editor/Institute shall pay a fee as per the selected slab as mentioned in 4(f) to one of the authorised distributor of the publisher as publication fee for the Work.
- (c) Payment to be made to the authorised distributor by the Editor/Institute, in the format described by the Publisher. The Editor/Institute is requested to make **30%** of the total project cost as **advance** to the authorised distributor of the publisher. Followed by 20% payment of the total project cost at the time of submission of manuscript, 25% payment of the total project cost at the time of receiving 2nd proof readings, 25% payment of the total project cost at the time of submitting print copies of the proceeding. **In case the complete manuscript goes beyond 700 pages, the institute has to pay INR 1,00,000 at the time of submission of the manuscript.**
- (d) The Publisher will send **50 paperback** printed copies to the Editor after the Work is published.
- (e) The books will be available through our authorised distributor who will be responsible for delivery as mentioned under 4(d).
- (f) Any amendment of the fee will be agreed between the parties in writing where the number of pages are more or less than 300, as required by clause 3(b) of this Agreement.

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- (g) No VAT will be added in case a GST number is available. If no GST number is available, the fee quoted are exclusive of possible fee charged by local customs office; these charges, if applicable, will be paid by the Editor/All prices quoted are VAT-free.
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- (b) The Publisher shall take responsibility and shall have the sole control for the warehousing and the distribution of the Work and shall promote and advertise and sell the Work in accordance with his normal sales arrangements.
- (c) The Publisher shall be entitled at his own discretion to present free of charge copies of the Work to periodicals, teachers and other persons through whom, in the opinion of the Publisher, publicity will be gained.

6. Royalties

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AS WITNESS THE HANDS OF THE PARTIES

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Signed for and on behalf of Poornima Institute
of Engineering & Technology

Signed for and on behalf of
The Publishers

Dr Dinesh Goyal

Dr Dinesh Goyal
Editor

Gopinath Madampath

Gopinath Madampath
Sales Director

Date: 05-Mar-24

Date: 11-Mar-24

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