



NEW COMICS SERVICE (NCS)

11 August 2018

Version 5.0

Table of Contents

1. Overview	2
2. How to Get Started	3
3. Payment	6
4. Shipping of Order	7
5. Terms and Conditions	7
6. Further Assistance	8

1. Overview

The New Comics Service (NCS) is Comics Explorer's new issue comics subscription service providing the latest published comics, magazines and trade items to you on a monthly basis. Benefits of the service are as follows:

- Never miss an issue of your favourite title.
- Detailed electronic order form of items solicited by publishers for release in the near future.
- All major publishers listed in separate tabs for easy review;
- Automated calculators showing number of copies, subscriptions ordered, discounts applicable, postage and handling costs applicable. Perfect for your monthly budget planning.
- Tab showing all First Issues / New Series for the release month – perfect for the collector that collects first issues and can get copies when they are published.
- Get discounts of up to 40% off your monthly call order (based on a graduating scale).
- Convenient payment options - credit card (MasterCard, Visa), EFT, cash deposit, cheque.
- Make once-off purchases.
- Add titles to Subscriptions. No need to keep re-ordering the same title every month. We will order these for you as part of your subscriptions.
- Free copy of Diamond Previews (applicable to subscribers with 10 or more titles on their subscription list).
- All comics shipped in a comic bag and board.
- Clear copies of invoices for purchases and automatic subscription management.
- Cancel a subscription at any time.
- Customers with more than 5 titles on a subscription list qualify for 30% off back issues at any time from Comics Explorer's back issue, trade paperback and magazine online catalogue.

2. How to Get Started

2.1 Review [the latest order form at the NCS section](#) of the webstore. Each tab represents a major comics publisher as well as a tab summarising all the First Issues or New Series scheduled for publication in the release month.

2.2 In each tab, if you see a comic you are interested in simply note down the quantity of the comic you want in the Quantity column of the row featuring the comic of interest.

JAN140290	BATMAN #29 (ZERO YEAR)	R 100.00	1	R 0.00	-----Please select if interested in subscription ▾
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2.3 if you want to add a specific comic title to an **ongoing subscription**, simply note down the quantity of the comic you want to order on a monthly basis in the Quantity column of the comic of interest and, on the same row, select YES from the drop-down list at the end.

JAN140290	BATMAN #29 (ZERO YEAR)	R 100.00	1	R 100.00	YES ▾
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2.4 All the items have Product Codes that you can click to access a description of the product on the internet.

JAN140290	BATMAN #29 (ZERO YEAR)	R 100.00	1	R 100.00	YES ▾
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http://www.previewsworld.com/Home/1/1/71/915?stockitemID=JAN140290

DC COMICS

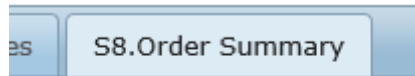
BATMAN #29 (ZERO YEAR)

Publisher: DC COMICS
(W) Scott Snyder (A) Greg Capullo, Danny Miki (CA) Greg Capullo

The "DARK CITY" chapter of "ZERO YEAR" reaches its conclusion in this amazing, extra-sized issue! Now, the next chapter of Zero Year is almost upon us, and we've saved the best for last! What corners of Batman's past will be revealed? And how will they impact his very near future? Find out here!

Item Code: JAN140290 **In Shops:** 3/12/2014 **SRP:** \$4.99

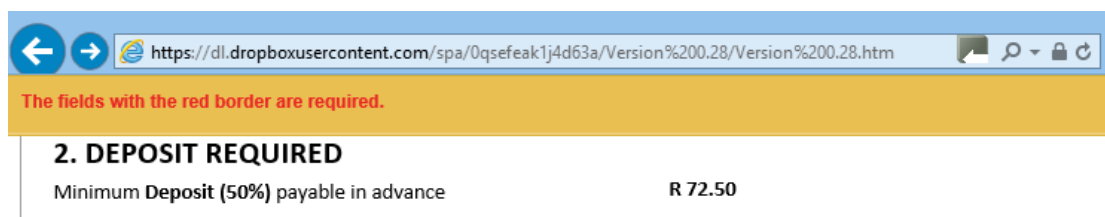
- 2.5 1. Review your order in the Order Summary tab. If you want to make any changes, all you need to do is change the quantities in the specific tabs.



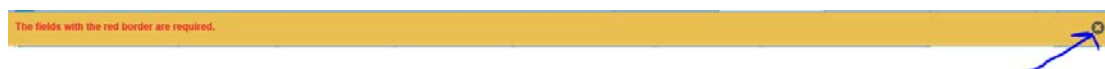
2. In the Order Summary tab, insert the amount you want to pay as a deposit in section 4.

3. If you are satisfied with your order, click on **Submit**.

2.6 The order form will run a diagnostic check to ensure that all **mandatory fields** have been completed. If not, it will inform you that there are fields in some of the tabs that need to be completed and these will be highlighted in red.



- 2.7 Close the message bar as indicated:



Go back through all the tabs and ensure that where there are cells highlighted with red borders, there is information indicated therein.

2.8 Once all the mandatory fields have been completed, click on Submit. The form will run another diagnostic check. If all is well, you will be taken to page indicating a successful NCS subscription submission.

SUCCESSFUL SUBSCRIPTION ORDER

Thank you. Your subscription order was successfully transmitted.

The next step is Comics Explorer staff will review your NCS order and, based on your method of payment following will happen:

1. Cash Deposit or Cheque

We will send you instructions with your invoice as to how payment of the deposit, as calculated in Section 4 of the Order Summary section of your NCS order, can be made.

2. Instant EFT or Credit Card

We will send you an invoice and our electronic payment processing company Payfast will send you a request for the deposit required in Section 4 of the Order Summary section of your NCS order submission.

3. Once payment has been received we will send you a copy of your invoice along with a statement of payment made.

Then, once your ordered items arrive in two months time we will perform a reconciliation against what

3. Payment

3.1 Once you have submitted your order, we will review it and send you a payment request for the deposit required. A deposit is required for the following reasons:

1. All items shown in the order form are what has been solicited by the publishers for release in 2 month's time. Note that some items might get released or some might not due to cancellations by the publishers, postponement of certain projects or non-delivery of goods due to the distributor.

2. For this reason, you need only pay a minimum of 50% in advance. The balance of your order is billed to you once your order arrives and is based on items actually received from our distributor.

3.2 Once you have made the required payment, a copy of your invoice and payment confirmation is e-mailed to you for your records.

4. Shipping of Order

4.1 Once your order arrives from our distributor, we perform a reconciliation of what was ordered vs. what was received and send you an invoice for outstanding amount, if any, due.

4.2 Once the outstanding amount is paid, your order is packaged and shipped to you.

5. Terms and Conditions

5.1 All NCS order forms list what has been solicited by the major comics publishers for release in 2 months' time. Please note that the publishers can cancel a solicited item at any given time.

Therefore, Comics Explorer is not responsible for the addition or cancellation of any products listed in the NCS order forms nor is it responsible for any re-allocation of products by the publishers to our distributors.

5.2 If you have indicated a subscription to a title, you may cancel that subscription at any time via written notice to Comics Explorer. Your subscription will end with the next solicited issue after receipt of your notice. Issues ordered on your behalf before receipt of your cancellation notice are still due to you and payable by you.

5.3 All orders are confirmed after payment of the minimum 50% deposit.

5.4 The NCS is the new comics subscription department of Comics Explorer. It solicits products that are solicited in advance by publishers. Therefore, it can only ship orders once the products have been released by the publishers in 2 months' time.

6. Further Assistance

If there are any questions regarding the above please feel free to contact Comics Explorer at info@comicsxp.net. We want to make your new comics purchasing as easy and convenient and designed the NCS with these two requirements in mind. If there are any suggestions you may have, please feel free to write to us.