



Savings + Fixed Monthly Rate = LMA

LOWER PAYMENTS, SAVINGS, SIMPLIFIED BUDGETING

Entering a Library Management Arrangement (LMA) unifies all of your print subscriptions into a single contract that will cost you less in dollars and administrative time over the next three years. You will receive **just one monthly bill** that allows you to predict your total subscription cost accurately for the term of your contract.

YOUR LMA WILL:

- Cost less over a three-year time period
- Require less administrative time
- Provide informed budgeting

Lock in prices today and hold future price increases to a minimum

Your pricing is fixed, so your library is unaffected by subscription price increases for the life of the contract. In addition, you freeze any discounts currently in place – all without reducing the quantity or quality of your print collection.

Streamline your administrative processes

Think about how much time you devote to monitoring numerous individual print subscriptions, reviewing bills, and authorizing payments. Your LMA:

- Frees you from time-consuming accounting responsibilities

- Eliminates hours of bookkeeping
- Provides a fixed monthly rate

Instead, you can spend your time assisting patrons and/or clients, evaluating materials, and handling other professional responsibilities.

Base your budgets on set prices

Budgets are more accurate and cost-effective when based on multiyear planning. With your LMA, your print bill stays the same from month to month within the year – a marked contrast to the peaks and valleys that can occur with individual subscriptions. You **know precisely what you will pay** several years in advance. This simplifies year-to-year cost comparisons and allows you to construct accurate budgets further into the future.

What is the next step?

Simply tell your local representative that you are interested in an LMA. Your representative will compile a detailed comparison of print and Thomson Reuters ProView® eBook subscriptions under your current plan and under an LMA, **including an estimate of your projected savings** over the next three years. We promise to answer all of your questions so you can make a well-informed decision.

This Library Management Arrangement is not available to all organizations. This brochure does not constitute an offer to enter into any agreement. Please contact your representative for further details.

FREQUENTLY ASKED QUESTIONS:

Q: What if I want to add a print title after the Library Management Arrangement is in effect?

A: You may purchase new print titles at any time. Additionally, you can roll them into the LMA at your predetermined swapping period, locking in future upkeep costs.

Q: What if I want to remove a title that's included in my LMA?

A: You may remove titles or replace titles you no longer need with new titles during your swapping period.

Q: What if Thomson Reuters stops publishing one of the titles in my LMA?

A: You may replace the title with a comparably priced title.

Q: What if new volumes are added to a title in my LMA?

A: Your arrangement covers new volumes for a title included in your LMA; there is no additional charge. Pocket parts, pamphlets, replacement or ancillary volumes, looseleaf pages, related supplemental materials, and updates are included in the arrangement.

For more information, contact your Thomson Reuters representative, call **1-800-344-5009** or visit legalsolutions.com/lma.



the answer company™
THOMSON REUTERS®

LMA invoice review is more efficient.

1) BILLING PERIOD

Invoice covers any subscription item shipped to or billed to your account between the dates shown.

1a) All LMAs are billed on the first of the month for the full monthly price (October 1 in this example). Because October 1 falls within the billing period of this invoice, the LMA charges for the month of October are included in this invoice.

2) TOTAL INVOICE AMOUNT

Package and other charges to remit by payment due date.

3) LIBRARY PLAN CHARGES

Charges for the LMA and any other Thomson Reuters print packages.

4) TOTAL (FOR LIBRARY PLAN CHARGES)

Includes all the preceding package subscriptions.

5) SUBSCRIPTION PRODUCT CHARGES

Charges for all other Thomson Reuters print materials, excluding online and new sale items that are not part of the LMA or another package subscription. These are billed at their regular subscription rates.

6) SUBSCRIPTION PRODUCT CHARGES TOTAL

Includes all the preceding non-package subscriptions.

BILLING ACCOUNT #:		INVOICE NO:	INVOICE DATE:	BILLING PERIOD:	PAYMENT DUE:	TOTAL INVOICE AMOUNT IN USD:
0000000000		000000000	10/04/2017	SEP 05, 2017 - OCT 04, 2017	11/03/2017	19,839.75
DESCRIPTION		PRICE IN USD	TAX IN USD	TOTAL IN USD		
LIBRARY PLAN CHARGES		18,313.00	1,327.80	19,640.80 S		
SUBSCRIPTION PRODUCT CHARGES		185.50	13.45	198.95 S		
TOTAL INVOICE AMOUNT				19,839.75 T		

SHIP/POST DATE POSTING NUMBER FOR PAYMENT REFERENCE	DELIVERY NUMBER	DESCRIPTION	QTY	UNIT PRICE IN USD	TAX IN USD	TOTAL IN USD
1a 10/01 6082178584	3	LIBRARY PLAN CHARGES Oct 01, 2017 - Oct 31, 2017 LIBRARY MAINTENANCE AGREEMENT SUB BOOKS & BOUND VOLUMES		16,892.83	1,224.82	18,117.65
		NEWSLETTERS		625.80	45.38	671.18
		PERIODICALS		224.89	16.31	241.20
		OTHER ITEMS		569.48	41.29	610.77
		Subtotal		18,313.00	1,327.80	19,640.80 S
		TOTAL				19,640.80 T
09/25 6081924194	405392716	5 SUBSCRIPTION PRODUCT CHARGES WHITE AND SUMMERS UNIFORM COMMERCIAL CODE 6TH V1, PRACTITIONERS TREATISE SERIES	1	146.50	10.62	157.12 S
10/03 6082265415	405445704	GLICKSMAN PUBLIC LAND LAW IN A NUTSHELL 4D	1	39.00	2.83	41.83 S
		SUBSCRIPTION PRODUCT CHARGES TOTAL				198.95 T

Billing Option Flexibility

LMA customers can choose one of the three billing options below. Regardless of the billing option you choose, **the total LMA monthly price** does not change during the subscription period.

	Billing Option A SINGLE INVOICE	Billing Option B LOCATION-LEVEL INVOICING	Billing Option C FIXED VALUE BY LOCATION
Best suited for organizations that:	DO NOT require location-level budgeting.	DO require location-level budgeting.	1) have locations whose library collections do not change and 2) for which billing options A and B will not work.
Where is the invoice sent?	To one location designated by your organization.	To all locations participating in the LMA.	Either to all locations participating in the LMA or to one location.
Can any location view, download, and print the invoice and shipment detail on My Account?	Yes.	Yes.	Yes.
In addition to the LMA monthly price, does the invoice include line-item pricing by location for any titles not included in the LMA?	Yes.	Yes.	Yes.
Does the total LMA monthly price change from one month to the next during the subscription period?	No.	No.	No.
May the location-specific allocation percentage of the total LMA price change from one month to the next?	Yes. See Billing Options A & B Example.	Yes. See Billing Options A & B Example.	No. See Billing Option C Example.

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Billing Options A and B Example



How location-specific allocations of the total monthly LMA price are determined

Invoices under Billing Options A and B show the portion of the LMA's total monthly price allocated to each location. **Under Option A, one invoice is sent to a designated location; under B, each location receives an invoice for their portion.**



These allocations equate to the proportional value of the annual total *at time of order divided by 12*. For ease of budgeting, the monthly portions are independent of monthly publishing and shipping activity. When the underlying retail value of the contents of the LMA changes in one or more locations, the percentage of the monthly price allocated to each location changes proportionally. The total LMA monthly price remains unchanged during the subscription period.

EXAMPLE:

Assume the total monthly price for ABC Organization's LMA is \$10,000. In January, ABC Organization Location 1 houses 60% of the retail value of the print subscriptions within the LMA. ABC Organization Location 2 houses 40% of the retail value of the print subscriptions within the LMA. The percentage of the LMA monthly price allocated to each location would be as follows:

	 ABC Organization: LOCATION 1	 ABC Organization: LOCATION 2	TOTAL
January			
% of actual retail value of subscriptions allocated to location	60%	40%	100%
Amount of LMA bill allocated to location	\$6,000	\$4,000	\$10,000

Now, assume that a title in Location 1 is transferred to Location 2 in February, causing the actual retail value of the print subscriptions under the LMA in Location 1 to drop and Location 2 to increase, thus proportionally impacting the percentage of the monthly price allocated to each location.

	 ABC Organization: LOCATION 1	 ABC Organization: LOCATION 2	TOTAL
February			
% of actual retail value of subscriptions allocated to location	55%	45%	100%
Amount of LMA bill allocated to location	\$5,500	\$4,500	\$10,000

The above is just one example of how we may calculate each location's portion of the invoice and why it may vary from one month to the next. The most common events that may cause fluctuations in your location's portion include changes in tax rates, title terminations, and swaps. Again, regardless of any changes in a *location's* portion, *the total monthly price* does not change during the subscription period.



Billing Option C Example



How location-specific allocations of the total monthly LMA price are determined

In this option, customers have fixed monthly allocations by location. These allocations equate to the proportional value of the annual total at that location *at time of order* divided by 12. For ease of budgeting, the monthly portions remain frozen and are independent of monthly publishing and shipping activity. (As with every billing option, the total LMA monthly price remains unchanged during the subscription period.)

EXAMPLE:

Assume the total monthly price for ABC Organization's LMA is \$10,000 with two locations, each having a fixed allocation percentage. If a title in Location 1 is transferred to Location 2 in February, the **allocation per location will not change** – since the rate is frozen based on the value allocated to each location at time of order.

	 ABC Organization: LOCATION 1	 ABC Organization: LOCATION 2	TOTAL
January			
% of actual retail value of subscriptions allocated to location at time of order.	60%	40%	100%
Amount of LMA bill allocated to location	\$6,000	\$4,000	\$10,000

	 ABC Organization: LOCATION 1	 ABC Organization: LOCATION 2	TOTAL
February			
% of actual retail value of subscriptions allocated to location at time of order.	60%	40%	100%
Amount of LMA bill allocated to location	\$6,000	\$4,000	\$10,000

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About Thomson Reuters Print Publications

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CRAFTSMANLIKE BOOKS

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One of the many advantages of an LMA is the ability for you to add a Thomson Reuters ProView eBook eLibrary.



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