

Vendor Application & Details

1/14/2021

Welcome! I am excited that you're interested in Lutheran homeschooling and sharing your projects!

Disclaimer

The premise of this site is religious. It exists to promote materials consistent with the faith and worldview of the Book of Concord. As *Lutheran* is no longer the defining term it once was, for the purpose of clarity and governance of this site, Lutheranism includes belief in the entire Bible as the Word of God, Jesus as both God and Man, the Incarnation, the Virgin Birth, the bodily resurrection, the means of grace, Christ's bodily presence in the Lord's Supper, etc. Furthermore, this site does not endorse the ordination of women in any way, including in picture form or ascribing women the title. It also affirms marriage only between a man and a woman, male and female, and other traditional beliefs.

For those familiar with the terms, this site seeks to practice a *quia* rather than *quantenus* subscription to the Book of Concord. (The Evangelical Lutheran Church of America (ELCA) does not hold to a *quia* subscription, although LCMS, ELS, WELS, and others do.)

Only downloadable material is sold through this site. Vendors are responsible for holding copyright of material their postings, including images. Likewise, vendors are responsible for paying any taxes due according to their state guidelines.

To Apply as a Vendor

To apply as a vendor, email LutheranHomeschoolMarketplace@gmail.com the following:

- Your name
- A name for your store
- Your congregation's name, city, and state
- The denomination that holds your official membership

When I have received a qualifying email, I will enter the information into the website. You will get an email with a link to a "Quick Setup Wizard." Follow the steps as directed and include a store logo & banner if you'd like. Note that items with an asterisk denotes necessary information and a shop description can be helpful.

LutheranHomeschool.com uses Stripe as the Preferred Payment Method (Stripe handles financial transfers, a lot like Paypal.). Select Stripe and click the blue button. That blue button should take you to set up your Stripe account (It will want a cell number for verification purposes and your banking information.), so that your profits can be automatically direct deposited.

The way payment works: A customer's full payment goes to Stripe. Then Stripe splits the payment, 10% to LutheranHomeschool.com as a commission and 2.9%+30¢ to Stripe as a fee. The first payment takes 7-14 days for funds to reach your account, but subsequent payments are processed on a schedule of your choosing. In practical terms, if you sell something for \$10, you would receive \$8.41 if no tax is involved. If you sell something for \$2, you would received \$1.44.

If you prefer to share rather than sell, you can either set up a free shop or just email us your information and project.

Products

Only downloadable material is sold through this site, although you can link to other places for additional sales.

Products can be sold, linked, or given. This free guideline may help you determine whether something should be sold or given as a freebie: <https://www.teacherspayteachers.com/Product/Freebie-Guidelines-for-SLP-Sellers-on-TpT1642786>.

To Upload Products

1. To upload a product, hover over “Products” and select “Add New.”
2. Give it a title and check to see whether you like the permalink.
3. In the main portion, add a long description.
 1. Include information like intended age or level, supplies needed, length of program, etc.
 2. To add a picture, click the Add Media button. (Optional)
 3. To imbed a picture or video, select the text tab, insert code, and go back to visual. Right click the image to change its spacial relationship to the text. (Optional)
4. On the right, you can select categories. Select as many as you’d like. You can also add “Product Tags” to make your product more findable through the search feature.
5. Also on the right, you can add a cover picture. Pictures are very helpful. Feel free to try to convert a cover to an image, for instance, but if you use an image you do not own, be exceedingly careful lest you are breaking copyright infringement. Vendors are responsible for the images they use.
6. “Yoast SEO” has to deal with Google searches. In briefest terms, you can add a focus keyword or phrase to summarize your page, but you don’t have to. Generally a well-written post of about 300 words, under your long description, makes you more likely to pop up on google searches. You can also add a meta description, which would show up in internet searches to describe your product page. (You can also select the Readability tab for suggestions.)
7. Further down, select “**Simple product**” and check mark the two boxes to indicate Virtual and Downloadable. **(Both virtual and downloadable boxes must be checked as you enter your product information!)**
8. **A price must be set, even if it is zero.** To help set a price, there is a free, very helpful guide over at teacherspayteachers.com: <https://www.teacherspayteachers.com/Product/FREE-TpT-Pricing-Charts-for-Sellers-141010>.
9. Add your file, preferably in PDF or another widely available format. You may also add multiple files.
10. Under the “Store” button on the left, select yourself as the vendor if it didn’t pop up automatically.
11. When you scroll down, you should see additional buttons for Inventory, Shipping, etc. Since everything is digital, you do not need to do anything for Inventory or Shipping. Taxes are currently turned off since we don’t do enough business to qualify for Nexus status.
12. At the bottom of the page, add a summary or perhaps the first paragraph of your long description. If you need help filling in either your brief or full product description, I’m happy to help.

13. Note: If you wish to take more time with images or descriptions, you can save the draft or set it to publish at a later date. You can preview changes or you can simply publish.
14. I am happy to blog new products, but I will not always know when a new product goes “live.” Let me know and I’ll try to help spread the word about it.

Site Policies

Site management reserves the right to flesh out descriptions, categories, etc.

Site management reserves the right to take down any material deemed inappropriate for any reason.

Digital downloads are not typically refundable. With the possible exception of unintentional double downloads (downloads by two parents through two accounts, for example) or other errors, refunds are at the discretion of the vendor. (The most common form of refund is the refund of shipping when a box for virtual or downloadable has been left unchecked.)

In Conclusion

To help cover the cost of creating and maintaining the website, I use Amazon Affiliate links, CPH Affiliate links, and have set 10% for the site’s commission. (The other 2.9%+30¢ commission is taken directly through Stripe for Stripe fees.)

Please be aware that I am happy to look over anything you’d like to put up. Feedback can be surprisingly hard to get, yet I’m happy to give.

I welcome input of any kinds, including suggested resources, reviews, & links to update the resource pages. The goal of this site is to be equal parts community service and an opportunity to recognize the professional quality we truly can bring to Lutheran homeschooling, in our homes and out. The more Lutheran community involvement the better!

Questions, concerns, or advice? Let me have ‘em! Thank you, sincerely, for considering this endeavor.

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