

LOGINS

What

Here are the usernames and passwords for the retailer accounts.

Why

You will need to access my accounts in order to notify the retailers of my death.

How

Banking information for each account is identical, and includes the bank routing number, account number, and the corporation's EIN.

iBooks access through iTunes Connect is for management only; original book upload must be on a Mac using iTunes Producer software, or through a paid upload service such as MacinCloud.

Amazon: kdp.amazon.com

Username: _____

PW: _____

Author Central authorcentral.amazon.com

(US, DE, FR)

Username: _____

PW: _____

Amazon Affiliates <https://affiliate-program.amazon.com>

Username: _____

PW: _____

Barnes & Noble: www.nookpress.com

Username: _____

PW: _____

iBooks: itunesconnect.apple.com

Username: _____

PW: _____

Kobo: www.kobo.com/writinglife

Username: _____

PW: _____

CreateSpace: www.createspace.com

Username: _____

PW: _____

Draft2Digital: www.draft2digital.com
(aggregator; populates the European retailers)

Username: _____

PW: _____

SmashWords www.smashwords.com
(aggregator; populates small retailers)

Username: _____

PW: _____

Upon the Death of an Account Holder

Policies differ among the various retailers upon the death of a publishing-account holder. As of August 2016, these were the procedures required by the retailers:

Amazon

“In the event of a KDP publisher passing, we'll help their estate or heir take over the publisher's KDP account after receiving certain documents, namely the death certificate and a copy of the will. They'll be able to continue publishing the existing titles without losing any sales rank or reviews.”

iBooks

“If a provider who signed up for iBooks passes away, the legal executor or personal representative of that provider's estate will need to contact us and provide a valid death certificate as well as a court document that verifies that he/she is authorized to distribute the provider's estate or that directs Apple to distribute the provider's property to the executor. Books can continue selling on iBooks but through a new account as the previous account will be closed. Ratings and reviews will not be transferred as books must be re-delivered through the new account.

“In the case of a corporation, if others have legal proof that they are affiliated with the company, we can add them to the account so they can continue managing the account and books that were delivered into that account. A legal proof can be providing the company's IRS letter. Preferably, they should already be added to the account via Users and Roles on iTunes Connect. The current Admin user can assign the Admin and Legal roles to different users on the account in Users and Roles.” —Sandra, iBooks Publisher Support

Nook Press

“If the Tax ID associated with the NOOK Press account is the social security number of the deceased person, then the account must be closed because the Tax ID will have become invalid. The Tax ID field cannot be changed in an active NOOK Press vendor account. To sell eBooks under a different Tax ID, you would need to create a new NOOK Press vendor account. Unfortunately, we cannot transfer titles from one account to another, so you will need take the eBooks off sale on the old account and re-submit them on the new account. We're sorry, but customer reviews, sales rankings, and sales ratings cannot be transferred from a previous edition of an eBook.

“If the Tax ID associated with the NOOK Press account is a corporate EIN, then the NOOK Press account may be allowed to remain active if someone else takes over ownership of the company associated with that same EIN.” —The NOOK Press Business Team, 08/05/2016 12:46 PM

Kobo

“More than likely the KWL account would be closed and another would need to be set up as the books would need to be removed if they're owned by a new person. We can't grant access to someone else's account. A new account would have to be created. In the case of an author's corporation, it depends on whoever owns the rights to the work after an author's death. We would close the account and remove the titles at the heir's request and then the books can be republished by the copyright owner. Any royalties will be issued to the payment information listed and that would in turn need to be sorted out between the heir and the bank.” —Tara Cremin, Kobo Writing Life

Draft2Digital

“I would need to see the death certificate and the will designating someone as the executor on the account. Once I have that, I will work with the executor of the will and follow their wishes in regards for what they wish to do with the books, be it continue to list, or remove them from publishing.

“Even in a situation where the account is set up to use an EIN, the heirs/director would notify us of the death, provide the death certificate and the evidence required that they are indeed the heirs on the account, and we would work with them to get the account information transferred into an email/password they could access. If they didn't know your current email/password, so long as I had the evidence necessary to prove your death and that they are the executor of your will, I could move the email log-in into their email log-in, and help them to set-up a temporary password until such time that they can log in themselves and set a more memorable and secure password. It works the same basically for individuals as it does for a corporation. If the personal now controlling the account needs to get the payment set to pay differently (into their bank versus the bank you were using) I would assist them with those changes. For heirs who wish to continue to maintain the account, I will typically walk them through the basics on the account (modifying a price, for example). In nearly all instances I've encountered, heirs have no desire to continue to publish the listings, and will just ask that we delist rather than require them to mess with the "self-publishing process" or they will leave the listings as is, with no change or updates, I guess forever.

“I am the customer service manager here at Draft2Digital and the person your heir or director would need to speak to to get the account moved over into the new name. I can be reached at 866-336-5099 EXT 102. —Tara”

Once you have transferred the account over, you can begin managing the books.