



Date: December 20, 2025

To: Gryphon House Publishing Customers

From: Rebecca Berlin, President, Gryphon House Publishing

Subject: Gryphon House Inventory and Billing Updates

As we approach the close of 2025, I find myself reflecting on the incredible journey this year has taken us on and the many ways our community has come together for the benefit of children, families, and one another. Through our books, webinars, podcasts, blog posts, and discussions, one truth has become abundantly clear: educators are the heart of early childhood.

As we enter 2026, Gryphon House continues to grow the number of publications released each season, with 13 new releases scheduled for the year. We are expanding our reach into the early elementary market, while also growing our audience to serve superintendents, mental health therapists, speech/occupational/physical therapists, social workers, and psychologists. We have expanded our marketing and editorial staff to enhance our brand presence in the field.

On the operational side, we have a few updates to share. For the past 20 years, Gryphon House (GH) operated as an independent company solely owned by Kaplan Early Learning Company (KELC). While the two companies and their staff were co-located, GH held its own inventory and Tax ID Number. Beginning on January 1, 2026, Gryphon House will become a Kaplan Company doing business as Gryphon House. This change will enable us to consolidate our back-office systems, thereby gaining efficiencies. As a result, you will notice the following changes.

- GH consolidated its inventory with KELC (this change occurred on December 15)
 - All GH books will have KELC item numbers; previously, books purchased directly from GH had GH item numbers (see the Consolidated Item Numbers attachment).
 - All GH books will ship in KELC boxes; previously, books were shipped in boxes without a logo.
 - All invoices and packing slips will display both the KELC and GH logos; previously, invoices only featured the GH logo.
 - Invoices will use KELC item numbers; previously, invoices included GH item numbers.



- GH will use KELC's Tax ID and W-9.
 - All trade customers will need to sign a new W-9 in 2026.
 - The new Tax ID is 56-0935286.
 - The new W-9 can be found in the bottom navigation of the GH website.
 - All Invoices will note that payment is to be made to KELC.
 - Credit card transactions will display "Kaplan" instead of "Gryphon House".
 - Our address is now the KELC address: 1310 Lewisville Clemmons Road, Lewisville, North Carolina 27023.
 - We will no longer accept fax orders.
- Payments to GH authors, vendors, and contractors will now come from KELC
 - GH author royalties will now be processed and paid by KELC.
 - Vendors and contractors will need to complete a KELC W-9, which is found on the bottom of the GH website.

The following things will not change.

- GH will maintain its own website www.gryphonhouse.com. Item numbers on the GH website will be KELC item numbers. Books can also be purchased through the KELC website.
- The GH catalog is here to stay. Products are listed with KELC item numbers. The 2026 catalog will be sent in early January!
- The GH [Early Childhood Chapters podcast](#), [Early Learning Book Chat Webinar series](#), [blog](#), and social media will continue to grow our thought leadership in the education space.
- GH will increase the number of high-quality books we publish each year.
- Trade customers and authors will continue to order through our Business Manager, Teneshia Miller—1-800-638-0298, teneshia@ghbooks.com— and will receive your current discount.

Please reach out to Rebecca Berlin, President, Gryphon House Publishing, with any questions that you have regarding this update—rberlin@kaplanco.com.