



Saturday, May 19, 2018

10 a.m. - 6 p.m.

City Hall Grounds, 31 S. Summit Avenue, Gaithersburg, MD 20877 • [gaithersburgbookfestival.org](http://gaithersburgbookfestival.org)

### **Application & Notification Process**

To be considered for a featured author slot, please submit the following materials by December 1, 2017:

- Completed application
- Two galleys or finished copies of the book you wish to promote

Applicants will be emailed with a selection decision by the end of February, 2018.

### **If you are selected as a Featured Author**

- You will receive an acceptance email that will both provide and request further information.
- You will be given a presentation timeslot and space for a book signing following your presentation. The festival presentation schedule will be finalized by early April, 2018. You will be notified via email of your presentation timeslot shortly thereafter.
- You will be provided with someone to introduce you prior to your presentation.
- The ordering and sale of your books will be handled by our bookseller, Politics & Prose Bookstore. On occasion, Politics & Prose may determine that an author will need to provide and/or sell his/her own books. We will notify authors individually if that is necessary.
- The Gaithersburg Book Festival is not able to assist with travel expenses, but may be able to assist with hotel accommodations if needed.

### **If you are NOT selected as a Featured Author, and wish to exhibit**

The Exhibiting Author application can be found on the Festival website at [www.gaithersburgbookfestival.org](http://www.gaithersburgbookfestival.org). Please do not apply before you have received an answer regarding your Featured Author acceptance status.

### **Advertising and Promotion**

The City of Gaithersburg will advertise the Festival in the following ways:

On the City website ([www.gaithersburgmd.gov](http://www.gaithersburgmd.gov)), the Gaithersburg Book Festival website ([www.gaithersburgbookfestival.org](http://www.gaithersburgbookfestival.org)), both the City and Book Festival Facebook and Twitter accounts, the City of Gaithersburg Cable TV station (Comcast & RCN Channel 13, and Verizon FiOS channel 25 within the City limits), in multiple print ads, press releases to local and regional media outlets, 100,000 postcards & bookmarks distributed to schools, libraries, City facilities, retail stores, shopping malls, and events.

SPECIAL NOTES: Please be aware that your presentation may be photographed and/or filmed by the City of Gaithersburg, C-SPAN, Comcast, or other media. Featured Authors may not make any other promotional appearances during the week leading up to the Gaithersburg Book Festival in the cities of Gaithersburg, Rockville, or Germantown, Maryland, unless approved by GBF organizers.

## Application to Participate as a GBF Featured Author

**Application Deadline: December 1, 2017**

For more information, please contact: Breanna at 301-258-6350; [Breanna.Oland@gaitHERSBURGMD.GOV](mailto:Breanna.Oland@gaitHERSBURGMD.GOV)

### BOOK INFORMATION

Author: \_\_\_\_\_

Submitted Book Title\*: \_\_\_\_\_

Publication Date: \_\_\_\_\_ ISBN-13 \_\_\_\_\_

\* Books must be available for sale by May 19, 2018 to be considered. Preference is given to books released (in either hardcover or paperback) since May, 2017.

### WHICH GENRE/SUB-GENRE BEST REPRESENTS YOUR BOOK? (circle one):

**Adult:** Fiction- General    Fiction - Mystery/Thriller    Non-Fiction    Poetry    Other \_\_\_\_\_

**Children:** Picture Book    Middle Grade Fiction    Middle Grade Non-Fiction    Middle Grade Graphic Novel

**Young Adult:** Fiction    Non-Fiction    Graphic Novel

### BRIEF SYNOPSIS OF BOOK (please attach press release separately, if available):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### PUBLISHER INFORMATION

Publishing Company: \_\_\_\_\_ Publisher Contact: \_\_\_\_\_

Publisher Contact Phone #: \_\_\_\_\_ Publisher Contact Email: \_\_\_\_\_

### YOUR CONTACT INFORMATION

Name: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Email (required): \_\_\_\_\_

Preferred Phone #: \_\_\_\_\_

Website Address: \_\_\_\_\_

### MAIL COMPLETED APPLICATION AND ALL REQUIRED MATERIALS TO:

Gaithersburg Book Festival Presenter ~ 506 S. Frederick Avenue, Gaithersburg, MD 20877

For Office Use Only: Date Received: \_\_\_\_\_ Acceptance:  Yes  No Date Notified: \_\_\_\_\_