



Local Author Fair

October 14, 2023 / 1:00 – 2:45 p.m.

Guidelines for authors

Submit application to participate

Day of event:

Arrival time—Check in and set-up begins at 12 p.m. (noon)

Event start—Authors ready to meet the public at 1:00 p.m.

Event end—Closes at 2:45 p.m. Authors must vacate by 3:00 p.m. (library closing time)

While the library will accommodate as many authors as possible, space is limited. Priority will be given to authors from Delta and neighboring counties. For publicity purposes, all Author Fair participants agree to permission to use photos of the event for library website and social media purposes.

Authors may donate new copies of their books for the library's local author collection. The Escanaba Public Library cannot guarantee donated works from any of the authors at the Author Fair will be added to the local author collection of the Escanaba Public Library circulating collection.

Authors will need to provide:

- Books to sell
- Cash box and change. The library does not have the capability to accommodate credit card transactions, but authors are welcome to use credit card options they provide.
- Personally printed pamphlets, bookmarks or other contact information
- Display materials for tables. Should fit in the confines of the table space. The library cannot accommodate banners, posters, floor displays or wall hangings.
- Authors are responsible for all personal belongings and materials and for transporting all materials to and from the library. The library is not responsible for the loss or theft of personal property.

Library will provide:

- Table space with 2 chairs in the library. The library reserves the right to assign tables that best serve the needs of the library and to best showcase the participant.
- Library will promote the event as a library sponsored program, but does not endorse, promote or spotlight any one author to the exclusion of the others.
- Refreshments for participants and audience.
- Name tags for participants

Library contact: Monique Ciofu / 906-789-7333 or mciofu@escanabalibrary.org



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Author Application

Authors must register by September 30 to be considered for participation in the Escanaba Author Fair. Participants will receive table space to meet the public and promote books. Registration does not guarantee participation.

Author Information (all fields are required)

Name _____

Mailing Address _____

Phone _____

Email (required) _____

Website (optional) _____

Author's Biography (tell us in 2-3 sentences)

Featured book title _____

Year published _____

Please provide a .jpeg image of your book cover. Email to: mciofu@escanabalibrary.org

Genre (Circle one) fiction nonfiction children's

Will this book be available for sale? (Circle one) yes no

Note: Authors may bring as many titles as their table space allows, but only one will be featured in the publicity.

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