



Author Event Proposal

Contact Information and Availability									
Author Name (as it appears on book)									
Preferred name (How you would like us to address you, if different from name on book)									
Email									
Phone Number									
Today's Date									
Book Title									
ISBN									
Retail Price									
Publication Date									
Do you have any other events scheduled or pending in our area? When and where? PLEASE NOTE POINT 7 ON AUTHOR EVENT AGREEMENT.									
Is your book self-published? If not, who is your publisher?									
Is this a print on demand (POD) title? Yes or no.									
How can we order your book? Check where applicable on chart.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%; padding: 2px;">Ingram</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Other? (Midpoint, Arcadia, etc.)</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Publisher</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Through author</td> <td style="padding: 2px;"></td> </tr> </table>	Ingram		Other? (Midpoint, Arcadia, etc.)		Publisher		Through author	
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Publisher									
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Is your book available at 40% (or greater) discount and fully returnable to publisher or wholesaler? Yes or no.									

Book & Event Description:	
Is there a local/regional connection in the book? In what way?	
Who is the target audience for your book? (i.e. history buffs, gardeners, children, retirees, etc.) and why do you think it will interest them?	
What needs/expectations/ or requests would you have for your event?	
Preferred Event Date Range	
Unavailable Dates	
Promotion:	
Please list the URLs of any personal blogs, author websites, or similar that would be used in promoting your event. (Do not list employer websites unless appropriate for promoting event).	
Do you live locally? What town?	
How many of your friends, family, colleagues, or fans would you expect to attend your event?	
What social media platforms would you be using to promote your events? Please list handles where applicable for Facebook, Instagram and Twitter.	

Please include any additional information that may be pertinent to your book or event promotion.	
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Please include the following with your event application:

- High resolution author photo
 - .jpg format
 - If your images are low quality, overly stylized or otherwise considered unusable for our promotions we will ask you to submit another photo.
- High resolution jacket cover image
 - Cover image should be just the front cover (does not include spine or back cover), as it appears on the finished book, and is not a scan.
- A brief description of your book
- A brief author bio

Please sign and date to agree you have read and understand our Author Event Agreement.

Please scan and email to our events coordinator at events@mcleanandeakin.com.

Name Print

Signature

Date