



...a celebration of books,
authors, and literary excellence!

Saturday, May 17, 2014, 10 a.m. - 6 p.m.

City Hall Grounds, 31 S. Summit Avenue, Gaithersburg, MD 20877 ■ gaithersburgbookfestival.org

Application to Participate as a Featured Author

Event Description

The Gaithersburg Book Festival (GBF) is an exciting large-scale annual celebration of the written word, and one of the region's top literary events. This outdoor event features presentations and signings by authors of both national and local acclaim, as well as writing workshops, literary exhibitors, book sales, children's entertainment and activities, and food vendors.

Last year's GBF featured over 100 presenters, including several award winners, and dozens of national best-sellers.

Selected authors will be given the opportunity to promote their book to an audience, followed by a signing.

If you would like to apply to be a GBF Featured Author, you will need to submit the following application. Please read the instructions below before filling out your application, as only fully completed applications will be considered.

Application & Notification Process

A complete application is **due by January 15, 2014**. Decisions will be made by March 1, 2014, and you will be notified of your acceptance status by e-mail shortly thereafter.

Along with the completed application form, the following items are also required:

- A copy of your book
- Your resume or a description of your speaking and/or presentation experience

If you are selected as a Featured Author

- You will receive a confirmation e-mail that will provide and request further information.
- The ordering and sale of your books will be handled by our bookseller, Politics & Prose Bookstore. Please note: Many of the smaller presses/publishing companies do not meet the ordering requirements of our bookseller. In this case, you may be required to bring and sell your own books. Our bookseller is unable to purchase books directly from, or sell books on the behalf of, any author.
- You will be given a time slot and space for book signing following your presentation.
- You will be provided with someone to introduce you prior to your presentation.
- You will have access to the VIP room for as long as you wish to remain at the Festival.
- 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

We would still love to have you at the Festival! We encourage you to apply for an exhibitor's booth space, which is available for a nominal fee. The Exhibitor's Application can be found on the Festival website at www.gaithersburgbookfestival.org. Please do not apply until after 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), the Gaithersburg Book Festival website (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), on the radio, in multiple print ads in newspapers and magazines, press releases to local and regional media outlets, 50,000 postcards & bookmarks distributed to schools, libraries, City facilities, retail stores, shopping malls, and events.

SPECIAL NOTE: Please be aware that your presentation may be photographed, taped, and/or filmed by the City of Gaithersburg, C-SPAN, Comcast, or other media.

For more information, please contact:

Ilana Guttin at 301-258-6350; iguttin@gaithersburgmd.gov



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Application Deadline: January 15, 2014

BOOK INFORMATION

Author: _____ Book Title: _____

GENRE (please circle one): Fiction Non-Fiction Young Adult Children's Poetry

ISBN # _____

Publishing Company: _____

Publisher Contact/Name: _____

Phone #: _____ Email: _____

CONTACT INFORMATION

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail (required): _____

Preferred Phone #: _____

Website Address: _____

**MAIL COMPLETED APPLICATION AND ALL REQUIRED MATERIALS,
INCLUDING COPY OF BOOK AND RESUME TO:**

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

For Office Use Only:

Date Received: _____ Acceptance: ☐ Yes ☐ No Date Notified: _____