

Author's form

The Guidance Notes are for you to use in conjunction with this form and intended to help you. Please try to complete every question, even if it is to say you don't know or you don't mind! If you find any of the boxes too small, please continue on a separate sheet, marking it clearly with the question number.

Name

Address

Postcode
Telephone No
Fax No (if you have one) email:

1) Describe how you will supply your text (tick box):

- Typescript from a typewriter? (i.e. not available on disk)
- Disks from a computer?
- My book is already edited Yes No

2) If you are supplying disks, please tell us what software you are using.

3) What is the working title of your book?

4) Are you happy with the title or do you want some suggestions to ponder on? (Tick box)

- Yes, I like the title I've suggested
- I would be interested in some suggestions

5) Are you going to publish under your own name or will you use a pseudonym? (Tick box)

- I shall publish under my own name
- I want to use a pseudonym

6) Please describe what your book is about in not more than about 50 words (Please do not refer me to synopsis or introduction et al! Your efforts here will help you later on!):

7) What kind of book have you written? (please tick)

- Novel
- Collection of Poetry
- Cookery book
- Biography
- Autobiography
- Children's book
- Non-fiction not listed above

8) How many words are in your book?

9) Are you including line drawings in your book? (Tick box)

- Yes
- I want to put in approximately _____ line drawings, approximately _____ family trees, approximately _____ graphs, approximately _____ tables.
- No
- Don't know / don't mind

10) Do you want to include photographs in your book? (Tick boxes)

- Yes Full colour? How many?
- Black & white? How many?
- No
- Don't know / don't mind

11) Do you want to include any full colour drawings or paintings? (Tick boxes)

- Yes How many?
- No
- Don't know / don't mind

12) Do you require any illustrations to be supplied? (Tick boxes)

- Yes Drawings?
 Paintings?
 Photographs?
No

If yes, please tell us a bit more about your ideas if you can:

13) Did you have any thoughts about what the quality of paper you would like to use for the production of your book? (Tick box)

- Yes
No

If yes, please tell us what you have in mind.

14) Do you want your book produced in hardback or paperback? (Tick boxes)

- Hardback?
Paperback?

15) What page size did you have in mind? Please state:

Don't know / don't mind

16) How many copies do you think you want? Please state:

Don't know / don't mind

17) If paperback what sort of cover do you have in mind? Please describe in not more than 50 words and state no of colours 1 / 2 / 3/ 4 (bearing in mind white doesn't count as a colour but black does).

Don't know / don't mind

18) If hardback, do you want a dust jacket. Please describe in not more than 50 words and state no of colours 1 / 2 / 3/ 4 (bearing in mind white doesn't count as a colour but black does).

Don't know / don't mind

19) If hardback, are you interested in any special finishes to the cover, e.g. leather, half-leather, special embossing, limited editions, ring binders, or special productions e.g. CD ROM etc.? (tick boxes)

Yes
No

If yes, please tell us what you had in mind:

20) Is it important to you that the book is sewn rather than glued?

Yes
No

21) Does any of the material require copyright clearance?

Yes Text quotations? Photographs? Other?
No

22) Tell us in not more than fifty words where you see the market for your book. Who is your audience? Be as precise as you can.

23) Do you think you will require any of the following services? (Tick boxes)

- Storage, packing and despatch
- Invoicing & credit control
- Sales representation
- Marketing & PR

24) Will you need all or part of your material professionally read for libel? (Tick box)

- Yes
- No

25) Are you likely to have any interest in putting any material on the Internet? (Tick box)

- Yes
- No

26) Do you require an index?

- Yes Supplied by you? Yes No
- No

27) Is there anything else you think it is important for us to know? (Tick box)

- Yes
- No

If yes, please state below:

28) Last, but not least, tell us about yourself. Describe your background in about fifty words as though this is what you would like people to read about you on the back of your book.

Amolibros
Loundshay Manor Cottage
Preston Bowyer, Milverton,
Taunton
Somerset TA4 1QF
Answerphone / fax: 01823 401527

E-mail address:
AMOLIBROS@aol.com

Please enclose sufficient stamps for the return of your material, should you decide not to proceed and want it back.