

Friends of the Homer Public Library
2005-2006 Top Drawer Program
Deadline for Submissions: January 31, 2006



Entry Form

Name: _____

Address: _____

Phone (days): _____ **Phone (eves):** _____

Email address: _____

All manuscripts that meet Top Drawer submission guidelines (see below) will be bound and added to the Homer Library's Top Drawer Collection.

Authors may also opt to have their Top Drawer manuscripts submitted to a panel of distinguished local writers (consisting of Tom Kizzia, Dan Coyle and Rich Chiappone) and considered for possible selection as this year's "Top Shelf" book. The panel will review the manuscripts, and if in their judgment one exhibits exceptional literary merit, the author will receive a \$459 publication package from iUniverse.com. This package includes, among other things, five trade paperback copies of the book (one of which must be donated to the library) as well as listing for print on demand in various on-line catalogs including Amazon and Barnes & Noble. Special requirements may apply to a manuscript so selected (see below). **Any optional services desired by or additional charges incurred by the winning author will be the sole responsibility of the author.**

Please indicate whether you wish your manuscript to be considered for the 2005/2006 Top Shelf award: Yes _____ No _____

I have read and understood the submission guidelines and, if entering the Top Shelf judging, I agree to the terms of the iUniverse publication prize.

Signature _____

Submission Guidelines

- Writers are invited to submit one volume for consideration each year.
- Contributors must be residents of the Southern Kenai Peninsula from Ninilchik south, including the communities across Kachemak Bay.
- All submissions must be previously unpublished, original work of the author or authors. Collections may include one or more previously published pieces (provided the copyright resides with the author), but should be predominantly unpublished material.
- Works may be any genre, including novels, non-fiction books, children's books, plays, and collections of articles, essays, poems, or short stories. Works may be illustrated and may be the work of more than one person. Anthologies of works by more than one person should have a common theme or format.
- A minimum of 10,000 words for adult fiction and non-fiction; thirty-two (32) pages for children's books; or 20 poems, each on a separate page, is required.
- Photographs and other graphics must be clearly reproduced on 8½" x 11" manuscript paper and captioned, if necessary. **(For Top Shelf consideration, no more than 50 graphics may be included. Author must be willing to pay an additional graphics fee to iUniverse if selected for Top Shelf prize. See below for further Top Shelf requirements and optional fees.)**
- Manuscripts submitted must be "publication ready." They may be submitted via email attachment in Microsoft Word or Corel Word Perfect format. If submitted in hard copy, they must be neatly typewritten, computer printed in a legible 12 or 14 point font, or artfully handwritten or printed on 8½-inch X 11-inch white paper with margins at least 1 inch wide. A larger font is acceptable for children's books. Pages must be numbered.
- Each manuscript must have a title page with title, author, and a copyright notice that includes the year of submission. A table of contents page is needed for collections of shorter works. **(Top Shelf submissions will be blind judged. The author's name should appear ONLY on the title page.)**
- Libelous, treasonous, threatening, or pornographic materials or other materials that might reasonably be expected to expose Friends of the Library to legal action will not be accepted.
- All submissions must be hand delivered to the library, mailed to Friends of the Homer Public Library, 141 W. Pioneer Avenue, Homer, AK 99603, or emailed to topd@friendshomerlibrary.org by January 31, 2006.

Copyright remains the property of the original author. The bound copies become the property of the Homer Public Library and fall under the same guidelines and procedures that apply to other items in the library's collection.

Please call the library at 907-235-3180 if you have questions.

ADDITIONAL INFORMATION FOR TOP SHELF ENTRIES

If a manuscript is selected for the Top Shelf award, Friends of the Homer Public Library will send a check directly to iUniverse in the amount of \$459 to pay for the iUniverse Select Book Publishing Package. Any optional services desired by or additional charges incurred by the author are the sole responsibility of the author. If such charges are incurred the author will be required to provide credit card or debit card information or an electronic check to iUniverse for payment.

The author of a manuscript selected for Top Shelf honors must also be able to provide the following to iUniverse:

- ✚ Your email address and a password for your myUniverse account.
- ✚ The percentage of royalties that you want paid to you, a co-author, or your agent (100% total).
- ✚ Social Security Number or Federal Tax ID (U.S. Citizens only).
- ✚ A **separate graphic file** (.tif format, 300 dpi, Grayscale) for each picture that will be placed within the interior of the book. Each graphic must be embedded in your manuscript where you want it to appear.
- ✚ A good **cover design idea or cover graphic(s)**. Submit a written concept, provide graphics or a finished cover. Cover graphics must be in TIF (.tif) file format, CMYK, 300 dpi resolution, and matching the dimension of the final trim size, plus an 1/8" bleed on the top, right and bottom sides. For example, a cover for a 6"x9" book would need to be submitted at 6.125"x9.25". It is not advisable to use borders on your cover.
- ✚ **Back cover marketing copy** of 200 words or less
- ✚ A **biography of the author** of 50 words or less.
- ✚ **Book marketing statement** of 25 words or less, also known as the keynote.
- ✚ A maximum of 12 **keywords** or short phrases that would make your book easy to find in a bookstore search.
- ✚ Classify your book as fiction or non-fiction.
- ✚ Identify your primary readers (i.e. children, teens, adults).

Additional iUniverse requirements and/or fees may apply.

Graphics Fees

- 1-25 Graphics = \$100
- 26-50 Graphics = \$200

Authors submitting typewritten manuscripts will also incur an extra charge of \$0.99 per page or graphic image for the purpose of scanning the document and creating a digital file.