The Westport Library...

Self-Published Books Guidelines

The Westport Library will consider self-published works for acquisition (including donations), using the same selection criteria that is used for all of our materials.

The following factors will enhance the likelihood of your book being added to the collection:

- Has positive reviews in professional journals (e.g. Library Journal, School Library Journal, Kirkus, Publisher’s Weekly, Booklist, Horn Book and/or other relevant sources)
- Full Bibliographic Records are available (MARC)
- Has an International Standard Book Number (ISBN)
- Contains unique local or regional content
- Suitable for circulation – must be bound (no loose leaf, stapled manuscripts, spiral)
- Have had the benefit of a professional editor/proofreader.
- Availability through major distributors. (e.g. Baker & Taylor)

Local authors will be given preference. Local is defined as an author/illustrator currently living in lower Fairfield County, Connecticut, United States of America.

We currently are unable to acquire self-published books in electronic form.

Due to staffing and time constraints we are not able to meet with individual authors. Unfortunately, we cannot accept review copies or notify you if your book is not selected. If your book is selected we will strive to add it to the catalog within two months.

Self-published books donated to the library by a local author will be added to our “Indie Book” collection, with minimal cataloging, for 1 year. After that year items will be re-evaluated based on circulation.

Donated materials that are not selected for the Collection will be considered a donation to the library’s book sale.

All submissions must go to the Materials Management Department with the Self-Published Local Author Submission Form.

Thank you for your interest in making your book available through the Library.

1/29/2016
The Westport Library... Self-Published Books Submission Form

The Westport Library offers an “Indie Book” display area for local authors who want their books available to library users.

Please mail or drop off your donation, this completed form and attach reviews, publicity materials, or other supplementary information if available. to:

Materials Management
The Westport Library
20 Jesup Road
Westport CT 06880

Title of Book: __________________________________________________________

Name: ________________________________________________________________

Address: __________________________________________________________________

City: ___________________________ State: _______ Zip Code: _____________

Contact Phone #: _______________________________________________________

Email: __________________________________________________________________

☐ Are you an author / illustrator currently living in lower Fairfield County Connecticut?

☐ Is this a donation?

Thank you for your interest in making your book available through the Library.

1/29/2016