Application & Notification Process

To be considered for a slot on one of our stages, please submit the following materials by November 1, 2019:

- Completed application
- Two galleys or finished copies of the book you wish to promote

Applicants will be emailed with a selection decision by the end of February, 2020.

If you are selected as a Featured Author

- You will receive an acceptance email that will both provide and request further information
- You will be given a presentation timeslot and space for a book signing following your presentation. The festival presentation schedule will be finalized by late March, 2020
- You will be provided with someone to introduce you prior to your presentation
- The ordering and sale of your books will be handled by our bookseller, Politics & Prose Bookstore. On occasion, Politics & Prose may determine that an author will need to provide and/or sell his/her own books. We will notify authors individually if that is necessary
- The Gaithersburg Book Festival is not able to assist with travel expenses, but may be able to assist with hotel accommodations if needed
- Please be aware that your presentation may be photographed and/or filmed by the City of Gaithersburg, C-SPAN, Comcast, or other media
- Featured Authors may not make any other promotional appearances during the week leading up to the Gaithersburg Book Festival in the cities of Gaithersburg, Rockville, or Germantown, Maryland, unless approved by GBF organizers

Exhibitor Booth Option

It is permitted for an author to be both a featured presenter and an exhibitor. If you wish to have an exhibitor booth for the day, you will need to submit an Exhibiting Author Application (with payment) under separate cover in early January. If you would like to exhibit only in the event you are NOT selected as a featured author, we recommend that you still submit an Exhibiting Author Application in early January; If you are then accepted as a featured author, we will cancel your Exhibiting Author Application and issue you a refund. Please note on your Exhibiting Author Application that you have also applied as a featured author, and what your exhibitor preference is, should you be accepted.

The Exhibiting Author application can be found on the Festival website at www.gaithersburgbookfestival.org beginning in early January, 2020. Spaces are limited!
Application to Participate as a GBF Featured Author
Application Deadline: November 1, 2019
For more information, please contact: Jennie Cottrell at 301-258-6350; jennie.cottrell@gaithersburgmd.gov

BOOK INFORMATION

Author: ____________________________________________________________

Book Title*: ________________________________________________________

Publication Date: __________________________ ISBN-13: ________________________

*Book must be available for sale by May 16, 2020 to be considered. Preference is given to books released (in either hardcover or paperback) since May, 2019.

WHICH GENRE/SUB-GENRE BEST REPRESENTS YOUR BOOK? (circle one):

Adult:  Fiction- General  Fiction - Mystery/Thriller  Non-Fiction  Poetry  Other __________

Children:  Picture Book  Middle Grade Fiction  Middle Grade Non-Fiction  Middle Grade Graphic Novel

Young Adult:  Fiction  Non-Fiction  Graphic Novel

BRIEF SYNOPSIS OF BOOK (please attach press release separately, if available):
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

PUBLISHER INFORMATION

Publishing Company: __________________________________________________________

APPLICANT CONTACT INFORMATION

Name: _______________________________________________________________

City: ______________________________ State: ______________________________

Email (required): ______________________________

Preferred Phone #: ______________________________

Website Address: ______________________________

MAIL COMPLETED APPLICATION AND ALL REQUIRED MATERIALS TO:
Gaithersburg Book Festival Presenter ~ 506 S. Frederick Avenue, Gaithersburg, MD 20877

For Office Use Only: Date Received: __________  Acceptance: ☐ Yes ☐ No  Date Notified: __________