



Start Here. Go Anywhere.

Mission Statement

The mission of the Local Author Collection is to help develop relationships between the Jacksonville Public Library and local authors.

Local Author Submission Procedure

- Local authors must reside in the Jacksonville area (Duval, Nassau, Clay, St. Johns, Baker, Union, and Bradford Counties in Florida, and Camden, Charlton, and Glynn Counties in Georgia).
- Authors must submit a donated copy of their book for review by the Local Author Collection selection committee following the policy for Local Authors and Small Presses: ([Marketing Your Book at the Jacksonville Public Library](#)).
- The primary criteria for selection are:
 - Public demand and interest
 - Critical reviews
 - Presentation and readability
 - The author's or artist's reputation and significance
 - Reputation and standing of the publisher
 - Availability of the information or material elsewhere
 - Local or national significance of the author, artist or topic
 - Compatibility of the e-material with our digital platforms or quality of the physical format.
- Books will be immediately disqualified for the following reasons:
 - Books by authors who reside outside of the counties listed above.
 - Unusual bindings – spiral bound, stapled, etc. Cookbooks **may** be spiral bound.
 - Potential loose pieces – looseleaf pages, items glued inside the book, etc.
 - Lots of typos or other errors.
 - Limited interest to our customers – legal guides for California, manifestos, etc.
 - Nonfiction books that don't have a table of contents, index, and/or bibliography.
 - Nonfiction books whose topics don't match what's listed on the cover.
 - Workbooks or other books that encourage writing inside them.
- The author must represent and warrant full ownership and/or legal rights to publish all material in this book, including artwork.
- Books donated to the Local Author Collection may become damaged or go missing and thus be removed from the collection. Authors will not be informed of this removal. A second donated copy may be accepted to replace a damaged or missing copy.

Local Author Collection Agreement

All authors of the submitted title are required to fill out and sign this form for your book to be considered.

Parental or guardian consent is required if the author is under the age of 18.

*Submit this form and a donated copy of your book to your local Jacksonville Public Library location, or send to:
Jacksonville Public Library, Collection Development, 3435 University Blvd. N, Jacksonville, FL 32277*

Title of book: _____ Author(s): _____

Publisher: _____ Publication Date: _____

Audience: Adult Juvenile Teen Fiction Nonfiction

Address: _____ Phone Number: _____

(author) _____ Email: _____

Parent (if author under 18): _____

For works of non-fiction, specify credentials or a description of your expertise in the subject area:

If available, please attach professional reviews or critiques of your book.

General Rules

- Local authors must reside in the Jacksonville area (Duval, Nassau, Clay, St. Johns, Baker, Union, and Bradford Counties in Florida, and Camden, Charlton, and Glynn Counties in Georgia).
- The book must be a donated copy and will not be purchased by the library for the Local Author Collection.
- The donated copy will be considered for addition to the collection based on our selection criteria and may or may not be added. If the item is not added to the collection it will be given to the Friends of the Jacksonville Public Library for sale in an upcoming book sale.
- Submission of this form does not guarantee selection. All books must be approved by the Local Author Collection selection committee to be added to the Local Author Collection.
- If selected, it may take up to 6 months for your donated book(s) to appear in the Local Author Collection.
- **The author must represent and warrant full ownership and/or legal rights to publish all material in this book, including artwork.**

My signature indicates that I have read, understood, agreed to abide by the General Rules of the Local Author Collection.

Author Signature: _____ Date: _____

Co-Author Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

STAFF: Attach a copy of the completed In-Kind Donation Form and send to Collection Development at SST.

Staff Initials: _____ Branch: _____ Date: _____