

**Iosco-Arenac District Library
Application Instructions and Information
2025 Local Author Fair**

Iosco-Arenac District Library (IADL) will be hosting an Authors Fair at Harbor Park, East Tawas, Michigan on **Saturday, June 14, 2025, from 10:00 a.m. - 3:00 p.m.**

ACCESSING THE FORM

There are 2 ways to access and complete the form:

1. Print the form, fill it in manually, sign and date.
2. Click on the form, download it, fill in the form using a computer, print, sign and date.

SUBMITTING YOUR BOOK(S)

- Application and book(s) must be received by Arleen Wood by **Friday, May 9, 2025, 4:00 p.m.** For Authors publishing in digital format, please submit promotional materials that will be available at the fair for your book(s).
- Selected authors will be contacted via email to confirm their participation on or before **Friday, May 16, 2025.**
- Before submitting your application, please review the information on page three (3) of this application form.
- This fair will be held outdoors under a tent on a grass surface.

**Contact Information for Arleen Wood, Iosco-Arenac District Library Headquarters.
Feel free to contact Arleen, if you have questions.**

Arleen Wood
Iosco-Arenac District Library Headquarters
120 W. Westover Street
East Tawas, Michigan 48730

EMAIL
a.wood@vlc.lib.mi.us

PHONE
989-362-2651

LOCAL AUTHOR FAIR APPLICATION FORM

Saturday, June 14, 2025

REQUIRED INFORMATION

(Attach additional sheet(s), if needed)

FIRST AND LAST NAME: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

WEBSITE/SOCIAL MEDIA: _____

AUTHOR BIO

BOOK(S) SUBMITTED

Title	Genre	Print or EBook	Brief Synopsis

Print, sign, and date. By signing this form below, you agree to the terms and conditions stated on page three (3) of this application.

Author _____ Date _____

Under 18 Parent or Guardian _____ Date _____

Terms and Conditions

Application, Review and Selection, General Information

APPLY

- Applications will be available at local library branches and online at our website www.ioscoarenaclibrary.org.
- Applications must be received at the District Library Headquarters by **Friday, May 9, 2025, 4:00 p.m.**
- The District Library must receive with the application a copy of the book(s) that will be displayed at the table.
- Books sent with the applications may be added to the collection, but they are not returnable.
- Authors publishing in digital format may apply. Please submit copies of promotional materials that will be used at the fair.
- Authors under the age of 18 must have their signature as well as the signature of a parent or guardian on the application. The parent or guardian must be in attendance at the table for the duration of the fair.
- There is no fee for authors to participate.
- Authors will be notified as soon as possible if unforeseen circumstances result in cancellation or rescheduling of the fair.

REVIEW AND SELECTION

- Due to space limitations, preference will be given to local authors from Iosco and Arenac counties published in the last 5 years.
- Authors from other areas or with older publications are welcome to apply and may be selected depending on space availability.
- Authors selected for participation will be notified via email on or before **Friday, May 16, 2025**. Additional information regarding the day of the event will be sent with the confirmation email.

AT THE FAIR

- Authors are expected to have physical copies of their book(s) to sell.
- Authors publishing in digital format are expected to have promotional materials for their books at their table.
- Authors can promote and sell their books, but they cannot use the author fair to promote or sell items from any other business or author.

GENERAL INFORMATION - What to expect the day of the fair.

- The fair will be held **Saturday, June 14, 2025, 10 a.m. - 3 p.m.** at Harbor Park, East Tawas.
- Authors are required to utilize the tent, tables and chairs provided by the District for this event.
- Two authors will equally share half of an 8' table.
- Staff will not be available to assist on the day of the event with sales or table duties.
- No electricity will be available.
- WiFi is available (may be spotty); be prepared for cash purchases.
- No floor displays. A small tabletop display is acceptable if it does not block the materials of another author.
- PR will be handled by the District Library.
- Light refreshments will be provided by the District Library for the authors.
- This is a family-friendly event.