



General Collection Submission Form

Congratulations on becoming an author!

If you want your book in our general collection and available for checkout, please review the criteria below.

General Information

- Books added to our circulating collection must adhere to our Collection Management Policy.
- **Professional reviews must be submitted along with your book.** Professional resources include *Library Journal*, *Publishers Weekly*, and *Booklist*. Local newspaper and magazine reviews are acceptable. Amazon reviews are not sufficient.
- For us to purchase your book, it must be available through Ingram Content Group, our book distributor.
- If you wish to donate your book, you may donate one copy of your book to the library.
- Donated books become the property of the Southfield Public Library and will not be returned.
- Books not added to the library's circulation collection will be given to the Friends of the Southfield Public Library for their book sale.
- Please drop off or mail your book along with this form to Adult Services, Southfield Public Library, 26300 Evergreen Road, Southfield, MI 48076.

Title of book _____

Author(s) _____

Audience: ☐ adults ☐ teens ☐ children

Work: ☐ fiction ☐ nonfiction

My book was reviewed in _____.

Address _____

Phone _____
Email _____

Author Signature _____

Date _____