



## Local Author Collection Agreement

*You are required to fill out and sign this form for your book to be considered for the Local Author Collection. 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 any library in the system, or send to:*

Union County Library, Local Author Collection, 316 E. Windsor St., Monroe, NC 28112

Title of book: \_\_\_\_\_ Author: \_\_\_\_\_

Publisher: \_\_\_\_\_ Publication Date: \_\_\_\_\_

**Audience:**  adult  juvenile  young adult

**Category:**  fiction  nonfiction

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

email: \_\_\_\_\_

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

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

### Guidelines

- Local authors eligible for the Local Author Collection are those authors who either i) currently reside in, or ii) have spent a significant part of their lives in (as determined by the Library), Union County, North Carolina or a county which it borders.
- The book must be donated without cost to the Union County Library (the "Library"). Submitted books become the property of the Library and will not be returned to the author. The book remains the property of the Library regardless of the Library's decision regarding whether the book becomes part of the Local Author Collection.
- The book will be reviewed by one of the Library's materials selectors using certain criteria established by the Library. After the book has been reviewed by a selector, the author will be notified of the selector's decision as to whether the book will become part of the Local Author Collection. The selection decision and the established criteria for selection are made at the Library's sole discretion.

• Submission of this form does not guarantee selection of the associated book for use in the Local Author Collection. All books must be approved by a collection selector to be added to the Local Author Collection and will be treated in the same manner as any other work in the Library's holdings for removal from the collection. Any book not selected for addition to the Local Author Collection will be treated in the same manner as similar books donated to the Library which are not added to the Library's collection.

• **The signatory hereto represents and warrants that the author has full ownership rights to the book, as well as all legal rights necessary to publish all material in the book. The author, or parent/legal guardian signing below if the author is under eighteen years of age, agrees to protect, defend, indemnify, and hold Union County, its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind in connection with or arising out of the donation of the author's book or its use by the Library.**

My signature indicates that I have read, understood, and agree to abide by the Guidelines set forth for the Local Author Collection.

**Author Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent/Guardian Signature (required if the author is less than 18 years of age)**

\_\_\_\_\_ **Date** \_\_\_\_\_

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**OFFICE USE ONLY**

**Received by** \_\_\_\_\_ **Staff initials** \_\_\_\_\_ **Date** \_\_\_\_\_

**Cataloged by** \_\_\_\_\_ **Date** \_\_\_\_\_