



Your Name: _____

Phone: _____ Date: _____

BOOK PROJECT QUESTIONNAIRE

Please print out this page and jot down your answers to prepare for your free phone or email consultation. If you're not sure, skip the question and we'll fill it in later.

Title of your book: _____

Subtitle (if any): _____

Project Development: If you need help completing your book, explain what kind of help you have in mind.

Would you like a thorough edit or a written critique evaluating your book? Yes No

Book Production

Current format of manuscript: Handwritten Typewritten Computer file Audiotape

Approximate number of pages: _____

Cover: Do you have book cover ideas or artwork you would like included? If so, please explain: _____

Book size: (width x height, 5.5 x 8.5 inches is standard): _____

Book binding: Paperback binding is standard. Does your book require something special? Yes: _____

Book lamination: **GLOSS** coating to prevent scuffing is standard. Yes **GLOSS** . I prefer **MATTE** instead .

Photos & Graphics: Will you be including photos or graphics inside the book? No.

Yes. How many _____? Are they Black & white? Color? Combination of both?

Will photos/graphics need to be scanned & inserted into the text? Yes. No (they're already in the file)

Index: Will you need an index created? Yes. No.

Number of copies you want printed (provide low to high number of copies to obtain range of printing prices):

From _____ copies to _____ copies.

Retail price of book: _____

Promotional postcards: Would you like postcards printed? No Yes. (1000 cards for \$105 dollars)

Target date when your book project will be ready to send to us: _____

All books produced by Dancing Moon Press will require the following.

Proofreading

ISBN (International Standard Book Number) & registration in Books In Print

Library of Congress registration number

Bar code

Itemized fees for these items will be included in your estimate.

Other items: Dedication, Acknowledgements, About the Author or other additional pages? Text/photo for back cover?

Additional comments and/or questions: _____

Once Dancing Moon Press completes the book production estimate, we prepare a written contract itemizing all charges. Return of the signed contract with a 50% down payment is required before work begins. The balance will be due prior to your book being shipped to the printer. If the project specifications remain unchanged, the estimate will be the actual fee.

Please print this page and mark down your information and ideas in preparation of our conversation.

If you have questions, send an email to carla@dancingmoonpress.com