

AUTHOR WORK CONSIDERATION FORM

The City of Calabasas Library welcomes the opportunity to consider your work for inclusion in the Library collection. Works must fulfill the same selection criteria as any items that librarian subject specialists choose. For example, all items must be reviewed in a professional journal or in a highly regarded magazine or newspaper.

The subject specialists will review each work to determine whether it meets the needs established in the Library collection policy. Staff tries to build a balanced collection that meets the educational and recreational needs of the community. Titles about Calabasas and titles that focus on local history, events, and issues are often of particular interest.

After a subject specialist decides to add a particular item, it must be cataloged, processed, and made shelf-ready. Due to sizable workloads, it often takes several months or longer to add donated material.

You are invited to submit your work for consideration and to that end, please complete the form below and submit it to the Reference Desk or mail to the library.

You will be notified within approximately one month after your submission. If you donate your work to the Library but it is not added to the collection, it will be given to the Friends of the Calabasas Library for sale in the Friends Bookstore. Proceeds from the sale of items benefit the Library and the community. We are unable to return donated items or review copies.

Thank you for sharing information about your work with us and for your interest in the Calabasas Library.

Name:

Address:

Phone Number:

Email:

Title of Work:

Type of Work (Book, DVD, etc.):

Format (Paperback, Hardback, etc.):

Publisher/ISBN/Price:

Reviewed in:

Brief Description of Contents: