**Author Questionnaire for the Pitt Poetry Series**

*Refer to your welcome packet for more information on filling out this form. If you still have questions, don’t hesitate to reach out to Publicity Manager Lesley Rains (**lrains@upress.pitt.edu**), Marketing Director John Fagan (**jfagan@upress.pitt.edu**), or PPS Managing Editor Alex Wolfe (**awolfe@upress.pitt.edu**).*

***Basic Information***

1. Name as you want it to appear in your book:
2. Pronouns:
3. Book title:
4. Preferred mailing address (please avoid PO boxes):
5. Phone number:
6. Email:
7. Website and social media handles (contact Social Media Manager Kelly Thomas with questions at kthomas@upress.pitt.edu):
	1. Website:
	2. Facebook author page (no personal pages, please):
	3. Instagram:
	4. X/Twitter:
	5. Substack or Newsletter:
	6. Other:

Do we have your permission to share your contact information with reputable media outlets, bookstores, and other parties who may want to get in touch with you about your book?

* Yes:
* No:
* Please contact me in advance:

***Copyright Registration Information***

1. Full, legal name:
2. Date of birth:
3. Citizenship:
4. Place of birth (city, state/province, country):
5. Current residency:

***Marketing Information***

**Brief Bio**

*Please provide a brief bio, including any previous books or chapbooks, major publications, awards, and relevant institutional affiliations.*

**Book Description**

*Please provide a description of your book. Don’t worry about making it sound a certain way. Imagine you are talking to a friend if that helps. Describe the topics and themes the book covers, its tone, style, voice, and/or the circumstances in which you wrote the book.*

**Target Audience**

*Who is your target audience? Get as specific as possible. “Poetry readers” is too broad. Who did you write this book for?*

**Promotional Points**

*Indicate four or five specific things that make this collection unique. Do you use any interesting forms? Address any hot-button issues? Look at any topic in a new light? How does your book differ from comparable titles?*

**Comparable Titles**

*List three or four books from the last 5–10 years that you think have a similar audience as your forthcoming work. Include publisher, publication year, and price.*

**Previous Publications**

*Include title, publisher, and date of publication.*

**Author Photo**

*Please email us a photograph that we can use on your book jacket, in our catalog, and on our website, and send to media outlets as appropriate. Send this as an attachment; do not paste it into this document. Photos should be high resolution (300dpi) and come in JPEG, PNG, or TIFF format. Please include a photographer credit if the photo was taken professionally. Send photographs to Alex and Kelly (**awolfe@upress.pitt.edu* *and* *kthomas@upress.pitt.edu**).*

***Publicity Information***

**Advance Praise**

*Please suggest four or five prominent people we could ask to provide a pre-publication endorsement of your work. Include an address, telephone number, and/or email address when possible, and indicate if you know these people personally. If you plan on soliciting your own blurbs, please get in touch with Publicity Manager Lesley Rains (**lrains@upress.pitt.edu**).*

**Review Media**

*What are the journals, magazines, newspapers (online or in print) that you believe reach your target audience? Include any literary magazines that have published your poetry in the past and may want to review your collection. We will use this list in addition to our own extensive lists to help determine where to send review copies.*

**Other Media**

*Are there any locally produced radio, TV shows, or podcasts on which you’d like to appear? Are there any local newspapers, websites, or magazines to whom we should send a press release concerning your book? Do you have any contacts in the press or in broadcasting that might lead to interviews or features on your book?*

**Awards and Prizes**

*To which poetry awards would you like us to consider submitting your book? Are there any regional, local, or themed prizes for which your book is eligible (i.e. Lammy Awards, first book awards, state book awards)? Keep in mind that we do maintain a database of national poetry awards and prizes and submit Pitt Poetry Series titles to these prizes regularly but cannot submit every book to every prize.* ***We reserve the right to limit the number of award submissions****.*

**Local Bookstores**

*List the names of any local and college/university bookstores that might be interested in stocking your book.*

**Education and Honors**

*Please list your relevant degrees and colleges/universities attended, along with any awards or honors you’ve received for your poetry.*