



Production & Distribution Checklist

Title: _____

Subtitle: _____

Series information if applicable: _____

Byline(s):

☐ Author

☐ Editor

☐ Author

☐ Editor

Contributor(s):

Publisher: _____

Original publication date: _____

Copyright year: _____

Library of Congress control number (LCCN): _____

Medium:

☐ Print

☐ E-book

☐ Audiobook

Format:

- ☐ Paperback
- ☐ Hardback
- ☐ Other (please specify): _____

Number of pages: _____

Trim size:

Length: _____

Width: _____

Height: _____

Interior:

- ☐ Black and white with cream paper
- ☐ Black and white with white paper
- ☐ Color with white paper

Bleed settings (Setting your interior to "bleed" allows printing at or off the edge of a page. It is used to support images and illustrations. Most books use "no bleed" unless there is a specific reason to apply "bleed.):

- ☐ Bleed
- ☐ No bleed

Paperback cover:

- ☐ Matte
- ☐ Glossy

Genre: _____

Short author biography:

Short book synopsis:

ISBN #s (unless purchasing through Incubation Press):

Paperback _____

eBook _____

Audiobook _____

Keywords:

_____	_____
_____	_____
_____	_____

Categories (if you don't provide these, we will put your book in basic genre categories):

Your distribution rights:

- ☐ Worldwide
- ☐ Territories (please specify)

Retail price (in dollars): _____

Wholesale discount for authors also publishing with IngramSpark (55% is standard): _____