Local Author Collection Policy

The Waterford Public Library is an idea center that seeks to empower creative expression. A vital aspect of this mission is to support local authors by offering them the opportunity to have their work included in the Local Author Collection.

WPL may add donated books to the Local Author Collection but does not purchase titles for this collection. Materials that are donated become the property of the Waterford Public Library and will not be returned to the donor.

Collection Guidelines

- Local authors must reside in or have a connection to the greater Waterford community.
- Books that are set in the local Waterford area may also be included in this collection.
- Adult, Young Adult, and Children's books are acceptable.
- Donated items must have been published in the last five (5) years, and they must be in new or like-new condition.
- Author donations are limited to three titles per year.
- Only one copy of each title will be accepted.
- Inclusion of an item in the collection does not constitute endorsement of its content by Waterford Public Library staff or the Board of Trustees.
- Waterford Public Library staff reserve the right to weed or withdraw items from this collection in accordance with established principles of collection management.

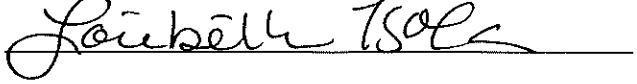
What Local Authors Can Expect

Through inclusion of a local author's works in the Local Author Collection, WPL supports the author's efforts to make their work accessible to the larger community. WPL bears no additional obligation for marketing the author's work. It is neither the role nor the responsibility of WPL to provide any of the following services for authors: literary agent, reviewer, proofreader, publisher, editor, or publicist. Items in the Local Author Collection will be part of a browsing collection, searchable in the library catalog (subject to standard bibliographic availability and metadata standards), and available for interlibrary loan.

Self-Published Works

The library welcomes self-published works that meet the criteria of the Local Author Collection. To ensure items can withstand public circulation and shelving, self-published books must feature professional formatting, durable bindings (softcover or hardcover), a clear title and author name on the spine, and a valid ISBN.

Adopted by the Waterford Public Library Board October 13, 2026



Loribeth Isola, President

LOCAL AUTHOR COLLECTION SUBMISSION APPLICATION

If you would like to donate a single copy of your book or other original work to Waterford Public Library (WPL), please provide the following information:

Information about you:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Phone: _____ Email: _____

Information about your work:

Title: _____

Year of publication : _____

Please provide a brief description of the work, its genre, and its intended audience:

_____

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Please attach copies of any published reviews by professionals and/or list any awards your submission has won:

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_____

Please read the entire Local Author Collection Policy and sign the statement below: My signature below indicates that I have read and understand WPL's Policy: Local Author Collection. I wish to donate a copy of my work to WPL and I release all claims for compensation related to use of this item. I understand that my donation will not be returned to me, regardless of the disposition decision made by library selectors. I understand that librarians are not able to meet with authors individually, provide editorial service or advice, or confirm the final disposition of donations. I also understand that acceptance of one title does not guarantee acceptance of additional titles.

Signature: _____ Date: _____

Thank you for your submission and your interest in sharing your work with our community!