

Dear Author:

You are invited to participate in the **2010 Meet the Authors - A Book Signing Event!**

Date: Friday, November 19, 2010
Place: Holiday Inn University Area & Conference Center (newly renovated)
1901 Emmet Street, Charlottesville, VA 22901 (434) 977-7700
(across from Kroger, on Rt. 29)
Time: 11 a.m. - 6 p.m. (Please be set up by 10:45 a.m.)
Admission: Free to the general public. Ample parking available.
Fee: \$60 per table. (see **Early Bird Discount**)

Author Application must be received with payment in full by September 1, 2010.

\$10 Early Bird Discount - If application/payment is received by August 1, 2010, \$50.

Any applications and payment received after September 1, 2010, may forfeit inclusion in the advertising and promotion, due to the production time schedule. Thank you for your cooperation and understanding in this matter.

Each author must be present to sell their own books (no reps, agents, or stand ins), and supply their books on the day of the event.

One 6-foot table with tablecloth, and **one chair** will be provided for each author.

(Please advise on the application, if you need an extra at your table.)

Table locations will be assigned by the event coordinator.

Masking tape is allowed on the walls. **(Please provide own masking tape.)**

Wall outlets are available. **(Please provide own extension cord.)**

Selling crafts, jewelry, or items unrelated to your book is not permitted.

Don't forget your pens (or Sharpies), or any table displays or decorations.

The event will be advertised in print, radio, and on TV. Please Facebook and Twitter family and friends to assist in promoting yourself and the event. Thank you.

To Register: Email Jayne Cox at jaynedals@aol.com, **then** mail the enclosed registration form and fee made payable to: Jayne Cox, 4760 Barn Field Drive, Keswick, VA 22947.

If you know an author who you think would like to participate in this event, please refer them to jaynedals@aol.com. My publisher will be referring authors to me, so please register as soon as possible. Space is limited. Applications accepted on a **first come, first serve basis**. I look forward to hearing from you.

Sincerely,

Jayne Cox, Coordinator and Author

www.miraclewriter.com

Meet the Authors - A Book Signing Event - Application Form
Print out and mail this form with fee. Make a copy as your "receipt".

Author application must be received with payment, \$60, in full, by September 1, 2010.
\$10 Early Bird Discount - If application and payment is received by August 1, 2010, fee is \$50.
Any application/payment received after September 1, 2010, may forfeit inclusion in advertising/ promotion, due to production time schedule. Thank you for your cooperation and understanding.

Friday, November 19, 2010 11:00 a.m. - 6:00 p.m.
Holiday Inn University Area & Conference Center 434-977-7700
1901 Emmet Street, Charlottesville, VA 22901

Author Name _____

Address _____

Day Phone(____) _____ Eve(____) _____

Email _____ Web Site _____

Book Title(s)

Genre

1. _____
2. _____
3. _____
4. _____

Extra chair? No ___ Yes ___ Do you need an electrical outlet? No ___ Yes ___
(Please bring your own extension cord. Thank you.)

Registration Fee: **\$60.** If application/payment is received by August 1, 2010, \$50.
I **did** submit ___ **did not** submit ___ my application/payment in time for discount.
Enclosed is my check for \$_____, made payable to Jayne Cox.

Please download form, print., and mail application with payment to:
Jayne Cox, 4760 Barn Field Drive, Keswick, VA 22947

I, the applicant, do expressly release Jayne Cox of and from any and all liability for any damages, injury, or loss to any person or good which may arise from the rental of said space by the exhibitor, and agree to hold and save Jayne Cox harmless of any damage by reason thereof. I also permit the usage of my website and contact information to be used for marketing the event. I understand that if I am not set up by the event opening time and/or breakdown prior to the end of the event, without discussing first with the coordinator, I may not be invited back to participate in the future. If I cancel 21 days in advance of the event, I understand that I will forfeit my fee. In addition, I have read and understand and agree to all of the terms and conditions in the informational invitation letter and author application. By signing, I certify that the information provided above is true and correct.

Name _____ Date _____