



## **Programming Policy and Guidelines for Writers and Publishers**

We receive numerous queries every year from writers who are interested in appearing at Kingston WritersFest and from publishers/publicists who would like us to consider their authors. Our policy:

- Kingston WritersFest features published authors only. At this time, we do not present writers of self-published books, unless they are members in good standing of The Writers' Union of Canada. <http://www.writersunion.ca/how-join>
- There is no application process, nor is it a matter of first-come, first-booked. A Programming Advisory Committee assesses submissions, whether solicited or unsolicited. Writers are invited to participate by the Artistic Director, who has final say and who selects writers and titles that will appeal to our audiences, fit our desired themes, or are compatible with other guest authors in some way. Writers or publishers should send us a query letter early in the New Year with a description of the work or works – catalogue copy or website material is fine – along with reviews and media coverage and, if possible, copies or PDFs for our perusal.

The following guidelines answer most frequently-asked questions.

- Our selection process begins in January and is complete by April.
- Programming decisions are based on the quality of the work, gender and age representation, cultural diversity, relevance to our audience, and regional interest. We are committed to presenting a broad range of genres, styles, and voices. Newly- or recently-released, professionally published work takes priority in the selection process.
- While we are committed to presenting emerging writers whenever possible and appropriate to our programming, we must also consider a writer's ability to attract an audience suitable to the size of our venues (90 – 250 seats for most) and our reliance on box office revenue to help cover the costs of mounting an event.
- Writers must have the confidence and energy to hold the attention of an audience, whether solo or as part of a panel.
- As a non-profit, charitable organization, we ask publishers to support their authors' appearances by assisting with travel and/or accommodation costs; for authors who come from a distance, such support is a factor in our deliberations.

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- We apologize that we are not always able to acknowledge receipt of all the submissions we receive.
- We do not take responsibility for the return of unsolicited books and manuscripts.

**For further information, please contact:**  
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