



Below is a list of everything we'll need from you to complete the design process. Don't stress if you don't have all of these items now! We can help you get what you need.

For the Interior and Ebook

- ISBNs (International Standard Book Number) for each format of the book
- LCCN (Library of Congress Control Number) (this is optional, but highly recommended)
- A fully edited manuscript that includes text for all front and back matter you want to include:
 - Dedication
 - Foreword (for nonfiction, written by an outside author)
 - Preface (for nonfiction, written by you)
 - Introduction (for nonfiction, written by you)
 - Prologue (for fiction or memoir)
 - Epilogue (for fiction or memoir)
 - Appendix
 - End notes
 - Glossary
 - Bibliography or references
 - Acknowledgments
 - About the author (typically longer than the author bio that goes on the back cover)
- Secured permission for any excerpt from another work you wish to quote or any image you plan to include.
- Any images that go in the book, along with their captions.

For the Cover

- Your author name as you would like it to appear
- A concise book description (150–200 words)
- Your author bio (75–150 words)
- Your book's price
- Your author photo
- Any blurbs or text that are in addition to your book description and author bio you would like to include on the back cover
- Any other text you would like to appear on the front cover (like an “author of...” line)