

BOOK PUBLISHING SUBMISSION CHECKLIST

Client Name: _____

Book Title: _____

Please ensure you have the following materials and information ready for submission to Write Now Publishing Inc. for the publishing of your book:

Manuscript

- **Final Manuscript File**
 - Format: [e.g., Word Document (.docx) or PDF]
 - Filename: [Book_Title_Author.docx]
 - Ensure all edits are complete and the manuscript is proofread.

Cover Design

- **Front Cover Design**
 - Include title and author name
 - Submitted in high-resolution (300dpi) JPEG or PNG format
- **Back Cover and Spine Design**
 - Include book blurb, ISBN, and publisher logo
 - Submitted in high-resolution (300dpi) JPEG or PNG

Interior Layout

- **Interior Layout File**
 - Format: [e.g., PDF for print, ePub for eBook]
 - Ensure correct page numbering

Metadata

- **Author Bio**
 - Brief description (100-200 words)
- **Book Description/Blurb**
 - Engaging summary for promotional use
- **Keywords**
 - Up to 10 words or phrases for search optimization
- **ISBN Numbers**
 - If not provided, would you like us to supply? [Yes/No]

Rights and Permissions

- **Permissions Documentation**
 - For any third-party content used within the book

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Distribution Formats

- Select desired format(s)
- Print Book
- eBook

Additional Requirements (if applicable)

- Illustrations/Images
 - Provided in high-resolution format
- Additional Files
 - Sample chapters, tables, index, acknowledgments, etc.

Optional Services Needed (We offer [all these services](#) at a low affordable price)

- Copyediting
- Proofreading
- Marketing & Promotion
- Formatting Services

**When sending the Manuscript,
please email the attachment to business911now@gmail.com
Call Office Once Document Have Been Sent
BEFORE any payment for Discounted Services**

Please ensure that all the above items are checked off and submitted to our team by [**open, during active membership only**]. If you have additional questions or need assistance, feel free to contact us at 704-817-8021.

Thank you for choosing Write Now Publishing Inc. for your publishing needs!