



### **Some Advice on Sending Unsolicited Submissions to Publishers:**

A general tip is to check out the website of the publisher you wish to approach prior to sending anything. This will allow you to browse their book list and see if your project fits with their program. Most publishers will also have specific submission guidelines listed there.

**It is important that when seeking a publisher you never visit a publishing house uninvited. It is also not a good idea to phone a publisher or editor. The best way to get your information to a publisher is via “snail mail.” Some publishers will accept submissions via email but it is important to note that attachments will not be opened, so you will have to be concise and engaging in your email.**

Please be aware that while some publishers do not accept unsolicited manuscripts at all and most will not accept full manuscript submissions, a lot will accept submissions if they contain the following:

- A short, annotated outline along with a sample chapter of your book
- A cover letter with a synopsis of your book, and any writing/life experience that you feel is pertinent to the project.
- A self-addressed, stamped envelope for reply. Please note that because of the great number of submissions that publishers receive, they do not send notifications of receipt, or return anything that is submitted if a stamped return envelope is not supplied.

Please note that publishers have specific areas on which they concentrate their publishing program. Sending your submission out to every publisher you can find will be a waste of your time and money. As suggested earlier, the best method is to research this prior to mailing anything, via the publisher’s website. You can find a list of Atlantic Publishers at [www.atlanticpublishers.ca](http://www.atlanticpublishers.ca).

Usually, you will only be contacted by a publisher if your submission fits the publisher’s criteria and is of interest to them. It varies from publisher to publisher but due to the large number of manuscripts received, you can expect to wait up to 8 weeks for a response. It is not a good idea to address your manuscript to a specific person unless they have asked you to do so; addressing it to the “Editorial Panel” is usually the best method. Please remember that a publisher is under no obligation to respond to an unsolicited submission and is not responsible for any materials that you may send in.

Further information can be found at the Writer’s Federation of Nova Scotia ([www.writers.ns.ca](http://www.writers.ns.ca)) or the Association of Canadian Publishers ([www.publishers.ca](http://www.publishers.ca))