

“Meet the Authors” Agreement with New Mexico Book Association

1. “Meet the Authors” events are on the first Saturday of most months, 10 AM - 1 PM, at Garcia Street Books, 376 Garcia St., Santa Fe, NM 87501.
2. All authors must be current members of the New Mexico Book Association (NMBA).
3. *Important:* This event is for authors new to the store. Authors whose books are already on sale at Garcia Street Books (including those who have appeared at a previous “Meet the Authors” event) are not eligible.
4. Authors must provide the following to NMBA when registering for the event: Book cover image and synopsis for each title, plus a brief author biography (about 250 words) and an author headshot.
5. The NMBA event organizer will create a schedule for author appearances. Authors may request a specific date, and/or indicate dates when they are not available. Authors will be notified of their scheduled date and must confirm that they will be there.
6. NMBA will send authors a reminder at least two weeks ahead of their scheduled appearance.
7. If an author has to cancel their scheduled date, please notify the NMBA person in charge ASAP. (We can reschedule authors who drop out because of illness or other emergencies. If you’re sick, please don’t come!)
8. Authors bring their books (and associated freebies, e.g., bookmarks) to the event, sit at the table, and interact with the public. Garcia Street Books provides a table and chairs, either in the portal of the store, or indoors in inclement weather. Authors should arrive early enough to park their vehicles and set up their displays. (We suggest at least 5 copies of each title, but more are OK.)
9. Garcia Street Books will put each title in their database at the price the author indicates. If someone wants to buy a book, they must take it inside the store, and Garcia Street Books will ring it up. No money should be exchanged at the table. Please ensure that a book is paid for before you sign it.
10. After the event, Garcia Street Books will total the sales and pay the authors for books sold. Authors will get 50% of the cover price; Garcia Street Books will get 50% and take care of the sales tax.
11. Authors may consign a copy of each title to the store. If it sells, they get 50% of the cover price.
Note: Garcia Street Books will not contact authors if their book sells. NMBA advises that authors call or visit the store to check on their books (once a month is enough).
12. NMBA expects all authors to behave professionally when participating in this program:
 - Follow the guidelines above, and any others specified by the event organizers.
 - Do not ask the bookstore staff to make exceptions to the rules or give you special privileges. If you have questions, talk to the NMBA event organizer.
 - Please don’t bring your pets, as the store has a resident dog. (If you have a service animal, contact the NMBA event organizer well in advance, and we’ll try to accommodate you.)
 - Garcia Street Books is doing NMBA authors a favor by hosting us, so please remember: Being there is a privilege, not an entitlement.