

# **Author Event Policy**

Fond du Lac Public Library

Board approved: January 15, 2026

Previous Policy dated: November 21, 2024

The Fond du Lac Public Library's Chapter 52 Bookstore allows local and regional authors to hold signings and meet-the-author visits at the store with the following guidelines:

The library/bookstore will:

- Schedule with a 60-day minimum lead time.
- Schedule one-day author events on a first-come, first-served basis during regular Chapter 52 hours.
- Allow one author event per year for each individual author, regardless of publication schedule.
- Promote the event through standard library media channels and in accordance with the library's promotion guidelines.

Author events may be initiated by filling out the appropriate form on the Fond du Lac Public Library's website or by contacting the library's public relations manager.