



ISBN - Important information that requires ACTION!

Congratulations on needing an ISBN - this is an exciting time for you and I just want to run through a few things you need to know, now that you've bought an ISBN.

Please read this document carefully. If you have any questions then please contact me using the email below.

These instructions are listed in order of what happens next.

- » First things first, I will send you your ISBN within 24 hours of your receipt. Once you have this number, you can then add this to your title verso page. (If you don't know what that is, please [click here](#) - it's important to get this bit correct!)
- » You will need to declare Compass-Publishing as your publisher. This is also important. You do so on the title verso page - as explained on the link above.
- » If you would like a logo to use, then you can find one [here](#).
- » You will need to contact me once your book is printed, so that I can register your book on Nielsen's and your book will then be found by databases. Please email me on alexa@thebookrefinery.com and arrange a time that suits both of us to register your book. It takes about 5 minutes, and you will need details of your book to hand.
- » It is also really important to send the various copies of the books to the libraries. This gets done once we've REGISTERED the book, so keep this info to hand. Once we have spoken, I will remind you to send the books. [All of that information is here](#).
- » Once we've listed the book on Nielsen's a few things happen automatically;
 - A listing will appear on Amazon. This is something I can't control. If you are going to be selling your book through Amazon, then you will need to create an account and then link the two listings.
 - Your book will be shared to various book databases, including Gardeners. This means that people will be able to order your book through them. These orders come through Compass-Publishing and I will get in touch with you directly with what you need to do.
 - If you are receiving a high volume of orders, then I will change the distribution details to you, so that you can manage these yourself.
 - If you wish your book to be sold through Waterstones, then you will need to download [THIS form](#) and submit it separately. You will then need to send it to me so that I can fill out my section (as your publisher). Waterstones will

When you are ready to register your book email me at: alexa@thebookrefinery.com





ISBN - Important information cont'

then order your books through Gardner's once this form is filled out. (It does not mean that Waterstones will stock your book IN STORE, just that they are able to order it from their wholesalers).

- » I will need a cover at some stage, to add to your listing. This will need to be a PDF - or high resolution .jpg of the front cover only. (No spine or back) - I will remind you of this when we register your book.

So there you have all of the instructions - if you are not planning on using your ISBN for a while do please keep this information safe and get in touch with me as soon as your book is being printed.

There are legalities associated with having an ISBN* and I take on that responsibility, so it's important we get the book registered, so that you can then sell your book on the platforms of your choice!

Point of note:

Even though I am declared a 'distributor' of your book, I am acting on your behalf. Any orders I receive, I will pass onto you (otherwise my office would be stacked high with boxes of books!).

If you have visions of selling your book through book stores, i.e., them stocking your book directly, you will need to be selling high volumes before the distributors (who supply the book shops) will stock your book. At the time of writing this, it was approx 60 books A MONTH.

You can of course make inquiries with your local book shop and see if they will stock your book (on a sell and return basis) - but getting your books into book shops nationally is really hard - and it's only usually reserved for those who have published through a large publishing house. So do please bear this in mind - I've had a few disappointed authors who've assumed that because they had registered their book, book shops would automatically stock their work.

In the meantime, I *wish you all the best with your publication*. And remember to get in touch with me once your book is printed. Just email me at **alex@thebookrefinery.com** - and we will get a time set up in the diary to do this.

When you are ready to register your book email me at: alex@thebookrefinery.com

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