



COSTA BOOK AWARDS TERMS AND CONDITIONS OF ENTRY

Please ensure that you've read the Terms & Conditions very carefully as they will be enforced. Eligibility will be double-checked.

For all queries, including those relating to eligibility or late submissions, please contact Naomi Gane at the Booksellers Association on 020 7421 4669 or costabookawards@booksellers.org.uk as soon as possible.

We regret that we do not accept self-published books, books that are solely published online, anthologies or translations.

1 CATEGORY GUIDELINES

Publishers may submit as many (eligible) books as they wish, but each book may only be entered for one Award:

i First Novel

This Award is intended for an author's first published work of full-length fiction. Titles by authors who have previously published works of fiction should be submitted for another Award.

ii Novel

Please note that popular fiction, literary fiction, graphic novels, crime and thrillers may all be submitted in this category.

iii Biography (including Autobiography and Memoir)

This Award is intended for new work and at least three-quarters of the book must be previously unpublished material.

iv Poetry

This Award is intended for a collection of new work by a single author. Collections that include some previously published work will not be excluded, but at least three-quarters of a collection should comprise new poems.

v Children's Book

This should be a book of a primarily literary rather than pictorial nature written for children between the ages of 9 (confident readers) and 15. A collection of poetry or a biography is acceptable, provided it is written for children in this age group. For guidelines on poetry, see Rule 1(iv) above. Non-fiction (eg educational, academic and reference books) is not eligible.

2 ELIGIBILITY

- i Books for consideration must have been written by authors whose primary residence (ie resident for over six months of the year) has been in the United Kingdom or Ireland since 1 November 2017. UK or Irish nationality is not essential.



- ii The selection will be made from books first published in the English language and first physically (ie not digitally) published in the UK or Ireland between 1 November 2019 and 31 October 2020. Books previously published elsewhere first will not be eligible. The only exception to this is if it was simultaneously published in another territory in exactly the same week as the UK and Ireland.
- iii Books will not be eligible in a category where the author (or a member of their immediate family) is a member of the category judging panel. Books will be eligible where the author (or a member of their immediate family) is a member of a separate judging panel.
- iv We regret that self-published books and books solely published online are not eligible. Self-published books are not eligible where the author is the publisher or where a company has been specifically set up to publish that book.
- v The author must have been alive on 1 November 2019.

3 ENTRY

- i Entries must be submitted this year in **PDF format**. A PDF of each book, accompanied by a completed Entry Form, must be emailed by **Tuesday 30 June 2020** to the Costa Book Awards administrator at costabookawards@booksellers.org.uk.
- ii Books published between 30 June and 31 October 2020 must be submitted this year in **PDF form** – either proof copy or finished edition – as soon as possible.
- iii Entries can only be accepted from publishers based in the UK and Ireland and will not be accepted direct from authors. The submission of an author's work by the publisher will be taken as agreement by the author that they are willing for the submitted work to be considered.
- iv Judges may consider any book not submitted, provided it conforms with the qualifications cited in these Terms & Conditions of Entry, and subject to the publisher's agreement (which will be taken to include that of the author/s) to submit copies on request.



4 SHORTLISTS AND WINNERS

- i It is a condition of entry that Award-winning books are published in paperback as soon as possible in order to exploit the sales opportunities. The publisher of each Award-winning book hereby agrees to put in place the measures to do so as soon as they are notified.
- ii It is a condition of entry that the publishers and authors of all shortlisted and winning books must cooperate with the Costa Book Awards Management in publicity and promotion surrounding the Costa Book Awards. The winner of the Costa Book of the Year will also be required to cooperate with the media immediately after the announcement and subsequently.
- iii A minimum of 20 additional copies of shortlisted books must be supplied by each publisher for publicity purposes. A further minimum of 30 copies of each Award-winning book must be supplied by each publisher for submission to the final judging panel and for publicity purposes. All books supplied are not returnable.
- iv Publishers of each of the five Costa Award Winners are required to make a contribution of £5,000 to Costa Coffee towards the general promotion of the winning books. The publisher of the Costa Book of the Year is required to make a further contribution of £6,000 to Costa Coffee.
- v The publishers of all shortlisted and winning books must use their best endeavours to ensure that any artwork provided by the Costa Book Awards to promote the titles' success and therefore to help promote sales are used for that purpose and used on the appropriate books in all formats including electronic.
- vi The publishers of all winning books must ensure that any reprints of the Award-winning titles, together with any paperback and electronic editions of the books, carry approved Costa Book Awards crediting on the front cover.
- vii The publishers of all shortlisted books must ensure that any reprints or electronic versions of the shortlisted titles carry approved Costa Book Awards crediting on the front cover.

5 AWARDS CEREMONY

All Costa Award Winners must use every best endeavour to attend the Costa Book Awards presentation ceremony in central London on Tuesday 26 January 2021. If there is any problem over the author's availability, the Awards Management must be informed immediately.



- 6** The decisions of the judges are final. Neither discussion nor correspondence concerning any decision can be entered into.
- 7** The Awards Management reserves the right to either include or refuse any entry for any reason considered justifiable, and reserves the right to vary the Terms & Conditions of Entry and alter the published programme, as may be deemed necessary to ensure the proper administration and integrity of the Costa Book Awards and where required for reasons beyond the control of the Awards Management. The decision of the Awards Director on these issues shall be final and binding and no correspondence will be entered into.