Limelight Publishing Submission Form

Please complete this form and email it to info@limelightpublishing.com with the items in the checklist (Section 11). If you are unsure about any question, email us and we will help.

1 About You

Full name

Pen name
Only if you publish under a different name

Residential address

Postal address
PO Box is fine

Phone number
Include your country code, e.g. +61

Email for correspondence

Email for royalties
Only if different from your correspondence email

Website

Social media
Your handles or links, so we can follow and tag you

Second author (optional)

Only if your book has two authors. Both names will appear on the cover and copyright page. Add their bio on page 2.

Full name

Pen name

Email

Phone number

About the Second Author

Only if your book has two authors. If not, you can skip this page.

Second author bio

Written in the third person (e.g. "Sam lives in..."). This appears on our Limelight Publishing Authors Page.

Back cover bio (if different from the one above)

Leave blank and we will shorten the bio to fit.

2 Your Package

Choose your publishing package. All prices are in US dollars, with no hidden costs.

Package	Best for	Price (USD)
☐ **Fiction & Non-Fiction**	Novels, memoirs, biographies and general non-fiction	**$1,900**
☐ **Children's Books, Cookbooks, Photo Books, Coffee Table Books & Graphic Novels**	Books with complex formatting or lots of images. Children's books must be at least 72 pages.	**$2,500**
☐ **Journals & Workbooks**	Planners, journals, prompt books and structured workbooks, with custom page designs, tables and trackers built from scratch	**$3,200**

Add editing (optional)

Two editing passes covering grammar, clarity and consistency. You receive a report of suggested changes and make them yourself. Manuscripts over 100,000 words are quoted individually.

- ☐ No editing
- ☐ Publish + Edit, up to 60,000 words: add $500
- ☐ Publish + Edit, 60,000 to 100,000 words: add $750

Approximate word count

Needed to confirm editing costs

How many books are you paying for now?

Two or more at once receive 15% off

Is this book part of a series?

Series are priced per book at the package rate.

- ☐ Yes, it is part of a series
- ☐ No, it is a single book

Payment

We will email you a PayPal invoice once we have talked through your book. You can pay with PayPal or by card.

- ☐ Pay by PayPal invoice
- ☐ I have a question about payment

Discounts

Pay for two or more books at the same time and receive 15% off those books. Repeat clients receive 10% off.

3 Publishing History

Is this your first publication?

☐ Yes, this is my first book ☐ No, I have published before

Previous titles

If you have published before, list your titles and we can include them in future advertising. This is optional.

4 About Your Book

Title

Exactly as it should appear on the cover and online.

Subtitle (optional)

The subtitle prints on a separate line below the title. If you want it on the same line as the title, add it to the Title field instead. **This cannot be changed after publication.**

Your own ISBN (optional)

Only if you have already bought an ISBN and want us to use it.
Leave blank and we will provide one.

Book blurb

A short description of your book. It will be used on the back cover, in online stores and in our marketing.

Dedication (optional)

Many authors forget to include this in their manuscript, so add it here if you'd like one.

Does your book contain explicit content that is not suitable for readers under 18?

If you are unsure, email us.

☐ Yes ☐ No

5 About the Author

Author bio

Written in the third person (e.g. "Jane lives in..."). This appears on our Limelight Publishing Authors Page.

Back cover author profile

The back cover can include a short author profile under the blurb. Space is limited, so a shorter version usually works best.

Include an author bio on the back cover?

☐ Yes ☐ No

Include your author photo on the back cover?

If yes, send a photo of at least 300 dpi (see checklist).

☐ Yes ☐ No

Back cover bio (if different from the one above)

Leave blank and we will shorten your author bio to fit.

6 Format and Printing

Book type (tick all you want)

Hardcover and case wrap: please choose one or the other, not both.

Paperback Hardcover Case wrap e-Book

Book size

If you leave this blank we will use the standard 6 x 9 in.
See Lulu Products for sizes that qualify for global distribution.

Paper

- ☐ White coated
- ☐ White uncoated
- ☐ Cream coated
- ☐ Cream uncoated

Interior print

- ☐ Black and white
- ☐ Color

Cover finish

- ☐ Glossy
- ☐ Matte

7 Cover

Are you providing a cover?

- ☐ Yes, I am providing my own cover
- ☐ No, please design one for me

Cover ideas (if we are designing your cover)

Describe the images, colors, mood and style you would like. Feel free to email us examples of published covers you like. The more detail, the better.

8 Genre

Tick the genre that best describes your book. These are BISAC categories, used by bookstores to shelve and list your book.

- ☐ Art & Photography
- ☐ Biography & Memoirs
- ☐ Business & Economics
- ☐ Children's
- ☐ Comics & Graphic Novels
- ☐ Computer & Technology
- ☐ Cookbooks
- ☐ Crafts & Hobbies
- ☐ Education & Language
- ☐ Engineering
- ☐ Entertainment
- ☐ Fiction
- ☐ Games
- ☐ Health & Fitness
- ☐ History
- ☐ Home & Garden
- ☐ Humor
- ☐ Law
- ☐ Music
- ☐ Parenting & Families
- ☐ Personal Growth
- ☐ Pets
- ☐ Poetry
- ☐ Reference
- ☐ Religion & Spirituality
- ☐ Science & Medicine
- ☐ Social Science
- ☐ Sports
- ☐ Travel & Adventure
- ☐ Young Adult

9 Use of AI (please answer every question)

Why we ask

Amazon and other retailers now require publishers to declare AI-generated content (text, images including covers, or translations) when a book is published. Because some books have been rejected when AI editing was not declared, we ask every author about **any** use of AI, including editing, proofreading and grammar tools. Your answers help us decide with you what needs to be declared. Using AI to edit is not a problem; not telling us is. See our one-page AI guide for details.

Did you use any AI tools (such as ChatGPT, Claude, Gemini, Grammarly or Midjourney) while creating this book?

☐ No AI tools were used at any stage ☐ Yes, I used AI tools

If yes, please answer the questions below.

What did you use AI for? (tick all that apply)

☐ Brainstorming or planning
☐ Editing or proofreading
☐ Grammar or spelling checks
☐ Writing or rewriting text
☐ Cover design or artwork
☐ Interior images or illustrations
☐ Translation
☐ Other (describe below)

Which AI tool(s) did you use?

Roughly how much of the book did AI touch?

☐ A small amount (a few passages or edits)
☐ A moderate amount
☐ Most or all of the book

Anything else we should know?

For example, which chapters were affected, or how you used AI for images or translation.

Confirmation

☐ I confirm my answers are accurate, and I will tell Limelight if anything changes before publication.

10 Lulu Account and Royalties

Do you have an existing Lulu account?

☐ Yes, I already have a Lulu account ☐ No, please set one up for me

Your Lulu account

Your book is published through Lulu, where you can see your sales and royalties at any time. Please give us the email address you would like to use for your Lulu account. If you already have one, give the email it is registered under and we will be in touch about adding your new book.

Preferred email for your Lulu account

This can be the same as your correspondence email.

Preferred currency

Your preferred display and royalty currency.

United States Dollar

11 Checklist

Please send the following with this form. Large files can be shared via Dropbox or Google Drive to info@limelightpublishing.com.

- Manuscript as a Word document (for children's books, this is your story text)
- Illustrations and images for children's books, as PDF, PNG or PSD files (if applicable)
- Book cover image (if providing your own cover)
- Author photo (for our Authors Page and/or back cover)
- Section 9 (Use of AI) completed
- Invoice paid

Image quality

All images, including your cover, illustrations and author photo, should ideally be 300 dpi or higher so they print sharply.

Questions and Answers

Do I keep ownership of my book?

Yes, 100%. Your book is copyrighted in your name, and you keep full ownership, every right to your work and complete creative control. Limelight never takes ownership of your book or any of its rights, and royalties are paid directly to you through your own Lulu account.

Do you have a contract?

No, and that is deliberate. A publishing contract usually exists so a publisher can take or license the rights to your book. We never take any rights, so there is nothing for you to sign over. Your book stays copyrighted in your name, it is published through your own Lulu account that you control, and your royalties are paid directly to you.

It is the same reason Lulu does not lock authors into contracts: you stay in control of your work and are free to update, unpublish or move your book whenever you like. What you are paying us for is a service, and how that service works is set out in our Terms of Service and Refund Policy at limelightpublishing.com.

How long does it take?

Work begins as soon as we receive your manuscript, submission form and payment.

Stage	Usual time
Submission to publication on Lulu (formatting, cover, your review and printed proof)	2 to 5 weeks
Listing on Amazon and other retailers	Usually 12 weeks after publication on Lulu

It can take longer if you request several rounds of revisions, if your printed proof takes longer to arrive, or if you choose Publish + Edit.

Do I get a proof copy?

Yes! Once you are 100% happy with your cover and layout, we send you a printed proof copy to check.

Is there a minimum length for children's books?

Yes. Children's books must be at least 72 pages. This is the minimum Amazon accepts for colour print books, so it ensures your book can be sold on Amazon as well as through other retailers.

Where will my book be sold?

Your book goes on sale on lulu.com straight away. After Lulu's and each retailer's review, it usually appears on Amazon and other major online retailers within about 12 weeks, and bookstores worldwide can order it through the Ingram network. You also get a permanent author discount on copies you buy.

How and when will I get paid?

Limelight does not take a cut of your royalties. You are paid by PayPal or cheque through your own Lulu account, which you have full access to. More information is available in Lulu's Creator Revenue guide.

How do I pay for my package?

Once we have talked through your book, we will email you a PayPal invoice. You can pay it with PayPal or by card.

Do you offer discounts?

Yes. Publish two or more books at the same time and you will get 15% off those books. Repeat clients receive 10% off; just let us know.

What is the difference between Publish + Edit and the Detailed Manuscript Report?

Both give you a report of suggested changes that you make yourself. The Detailed Manuscript Report goes much deeper.

	Publish + Edit	Detailed Manuscript Report
Price (USD)	From $500 ($750 for 60,000 to 100,000 words), added to a publishing package	$1,200
Editing passes	2	3
Grammar, clarity and consistency	Yes	Yes
Chapter-by-chapter feedback	No	Yes
Strengths and improvements overview	No	Yes
Continuity and contradictions	No	Yes
Review summary for marketing	No	Yes
Who makes the changes	You, from our report	You, from our report

Are retailer checks included?

Yes. Every publishing package includes retailer checks, where we check your manuscript, cover and book details against Lulu's and Amazon's requirements, along with an AI review of your book.

Why do you ask about AI?

Since AI writing tools became widely available, online bookstores like Amazon have been flooded with low-quality, AI-generated books, including copies of real authors' work. In response, Amazon now requires publishers to declare any AI-generated text, images (including covers) or translations. The line between AI-generated and AI-assisted work isn't always clear, and we have seen books rejected where AI editing wasn't declared. So we ask about every use of AI and review every book ourselves. If anything needs to be declared, we will explain why and agree the wording with you first; nothing is ever declared without your knowledge. You can also try our free AI Disclosure Helper at limelightpublishing.com.

Will my book be accepted?

Amazon and other retailers make the final decision and can decline or remove a book for reasons outside our control. What we can do is make sure your book meets their current rules, is declared correctly, and is set up to industry standards. That gives it the best possible chance. If a retailer raises a problem, we'll work with you to fix and resubmit it where we can.

Can I use my own ISBN?

Yes. An ISBN is included in every package, but if you have already bought one, we can use yours. Tell us in Section 4 of this form.

Can I make changes after my book is published?

Yes. You have access to your files on Lulu and can make changes yourself at any time. If you would like us to make revisions after publication, a flat editorial revision fee of $500 applies. This includes a detailed editorial report, and additional charges may apply if you would like us to carry out larger changes for you.

What about marketing?

At the end of the publishing process, Limelight runs social media campaigns, ads and email mail-outs for your book, and you get your own Author Page on our website. For launches and signings, see our Marketing and Book Signing Materials package.

Can I do it myself?

Yes. Self-publishing can be done yourself. Our service exists because we are authors too, with years of publishing experience. We know the industry standards and make sure your book reaches distribution without problems. A professional finish can help sales, and we aim to build long-term relationships with all our authors.

Do I get extra support?

Yes. Your Lulu login email is added to Lulu's priority list, so support tickets you send them should be answered within 24 hours. Our team is also here to help after publication.

We love sharing knowledge and are excited about all things books. Follow us on social media and send us your handles so we can follow you back.

Facebook: facebook.com/limelightpublishing
Instagram: instagram.com/limelightpublishing

Questions? Email info@limelightpublishing.com