**PUBLISHING PROPOSAL**

**Please complete the following and submit to** **publishing@nhm.ac.uk****. We will discuss your proposal within the Publishing team and with our sales representatives. If the proposal is of interest we will discuss it further with you. Once confirmed, a schedule will be discussed and the proposal should be written into your Forward Job Plan and signed off by your Line Manager.**

**The suggestions under each heading act as guidelines. Please provide as much information as possible at this stage; the information can be updated.**

**Proposed title**

**Synopsis**

*Aim of the book, outline of content, presentation of content, academic monograph or general publication, part of a series*

**Please attach a Table of Contents with a few sentences for each heading describing the focus of the chapter (and details of proposed contributors, if appropriate)**

**The reason for publication**

*Why you feel the book is needed*

**About the author(s)**

*Place(s) of work, field of research, previous and present positions held.*

**Readership**

*Who is the book aimed at, including area and level*

**Funding**

*Any subsidy available for the whole or part of the book, source, amount available*

**Marketing**

*Names of societies, groups, amateur and/or professional journals. Forthcoming conferences, foreign markets.*

**Similar publications**

*Other similar titles in competition, how far is this title different to others on the market, last similar book published*

**Text**

*Extent (number of* ***manuscript*** *pages)*

**Illustrations**

*Number of, origin, cost if any, who does the copyright belong to, interspersed in text or as a block. Halftones, line drawings, diagrams, colour trannies, artwork.*

**Estimated delivery of manuscript to Publishing**

**Details of persons qualified to review the proposal**

*If possible, please suggest a couple in the UK, Europe and USA. Full contact details including email is useful.*

**Any other information you think we may find useful**

Proposer.................................................

Signature............................................................................Date................