

# THIRD PLACE BOOKS

## Virtual Author Visits with Third Place Books

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**Please note: currently Third Place Books is not booking any in-person author visits.** We do, however, have opportunities for authors to visit your school virtually. Be on the lookout for chances to host authors coming soon to your inbox!

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Author visits with authors are an incredible, interactive way to take your language arts curricula off the page and into the auditorium. As a premier book store in the Pacific Northwest with excellent relationships with the industry's foremost publishers, we at Third Place Books have access to today's best working authors and illustrators. And even better: when we partner with publishers to bring these creators to visit area schools, they waive their usual presentation fees, **so author visits with our store are completely free!** We strive to provide these free presentations to schools all over the greater Seattle area because we believe in the importance of promoting a love of literacy and literature among all of Seattle's students.

Though we provide these visits for free, we do expect schools to offer the option to buy the visiting author's books from our store to the students attending their presentation. We will provide you with an online order form and a graphic to help promote the visit to your students. Of course, we understand that not all schools can commit to buying quantities of an author's book(s) with library funding or support from school parent groups. We only require the opportunity to reach students and staff who want to buy books, as this is an expectation of the publishers who send authors to our store.

We find that school visits have the biggest, most lasting impact for students and staff when schools coordinate opportunities to interact with the author's books before the presentation: reading the author's books during library periods, introducing the author's work in the classroom, having copies of the author's book available to students in school and classroom libraries (if the book has already published), creating welcome signs for authors, and reminding students about the author visit date.

We are always looking for new ways to make author visits mutually enjoyable and successful. We welcome any and all ideas you or your teachers and librarians may have to improve and enhance the experience for your students!

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## What you can expect from Third Place Books:

- Connections to amazing, passionate authors
- Personalized assistance from our Children's Outreach Manager
- Clear, consistent communication regarding event logistics
- On the day of the school visit, a Third Place bookseller provide online support

## What we expect from schools:

- Promoting the visit to students and parents & distributing the online preorder form
- Introducing the book(s) in class with students
- Connecting to and/or providing the digital platform for the visit. Third Place Books default platform is Zoom Webinars, but we can accommodate most other options
- Introducing the author to your students. If you are unable to do so, please let us know ahead of time, and our bookseller will do it

## How our author visits usually work:

1. I send out an email to our librarian and teacher list about school visit opportunities at least 4-6 weeks beforehand. I generally operate on the first-come, first-served basis when I send out these emails. So, I recommend replying to these emails as soon as you can to give your school the best chance. I usually send out emails around 7:30am on weekdays. **If you'd like to join the list, please click [here!](#)**
2. I will respond to each and every email request to host an author within 3-5 business days. We generally have more demand for school visits than I can accommodate, but I always keep in mind schools that I have to decline for future school visit opportunities.
3. I create an online order form and graphic for educators to send out to the students attending the event to generate excitement for the author visit.
  - a. After placing the order, you will receive an **automated** email notifying you that we have received the order.
  - b. You will receive a personalized response from a member of our internet order team when they process the order, which can take ~24 hours from the time that the order was placed.
  - c. Please select if you want your book shipped via media or priority mail or if you want to pick up their book from one of our Third Place Books locations.
  - d. A member of our internet orders team will estimate when you should expect your book when they process your order.
  - e. If you have any questions about your order, please reach out to Niki Marion directly with your internet order number and inquiry.
4. If educators would like to buy copies for their classroom or library, please contact Niki Marion directly to process your order.

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5. I will be in touch with schools a few days before the visit to check in and take care of any last-minute questions or concerns.
6. On the day of the visit, we will have a bookseller available to support the visit virtually