

# PUBLISHING GUIDE

*Spreading the Fire*



*Publishing*

Voices of the  
Unheard

Dear Future Author,

Congratulations on taking the bold step to share your creative writing with the world. We understand it can be a daunting decision. Here at Spreading the Fire Publishing, our mission is to support you every step of the way, ensuring an stress-free journey from manuscript to published book, reaching readers globally.

Spreading the Fire Publishing is dedicated to helping writers fulfill their dreams of becoming published authors. We carefully review each manuscript and, upon acceptance, transform it into the book you envision. Our services include professional editing, bespoke book covers based on your vision, meticulous formatting, and seamless publishing.

Founded from my own experiences as an Indie Author, Spreading the Fire Publishing was created to alleviate the challenges of navigating the publishing world. I witnessed firsthand the financial burdens of covers, editing, and advertising. With a vision to empower aspiring authors, I established Spreading the Fire Publishing.

As a traditional publishing company, Spreading the Fire Publishing stands proudly as a testament to God, Christians, and faith.

What defines us as a traditional publishing company? This is a common question in today's landscape of misleading claims. At Spreading the Fire Publishing, we pay royalties and never charge for publishing your eBook or paperback. We provide meticulous copy editing and collaborate with you on cover design, ensuring the final product reflects your vision and pride.

We invest significantly in our authors, offering generous royalties and robust advertising to promote their work. Since day one, our goal has been to connect authors with readers, build literary brands, and enhance financial stability for families. Quality is paramount, and affordability is our steadfast commitment.

Every day, we labor to uplift unheard voices through the transformative power of storytelling. Spreading the Fire Publishing is more than a company; it's a catalyst for meaningful change.





# SUBMITTING YOUR MANUSCRIPT

## **WHETHER YOU ARE A FICTION OR NONFICTION AUTHOR:**

Manuscripts submitted should be at least 50% of the story, indicate if they are novels or novella's. They must come with a brief synopsis of the book and the authors bio.

Novels should have a minimum word count of 30,000 words for print copies. Novellas should have a minimum word count of 15,000 words and are for eBook only.

Manuscripts must be written in English, 12 point font, Times Roman Numeral, Aptos, or Calibre.. The chapters headings should be in 20 point font and in bold.

Email to: [acquisitions@spreadingthefirepublishing.com](mailto:acquisitions@spreadingthefirepublishing.com)



# THE SELECTION PROCESS

Our submission process begins with our Acquisitions Editor meticulously evaluating your manuscript to determine its compatibility with Spreading the Fire Publishing. If your manuscript passes this initial review, you will receive an email from our Human Resources Manager inviting you to an interview. Unlike many publishers, we do not require authors to have agents.

During this interview, our Submissions Panel will engage with you to assess your alignment with Spreading the Fire Publishing. They will ultimately make the final decision regarding publication. Please be aware that this selection process can take between four to six months from the date of submission, as each manuscript receives thoughtful consideration.



# WHAT'S NEXT

- Upon selection as an author, you will be notified via email by our Human Resources Manager. This email will include your Congratulations Letter along with a Non-Disclosure Agreement.
- Once you return the signed Non-Disclosure Agreement, you will receive another email containing your Author Contract and the necessary tax forms (W9/W8-Ben).
- Upon completion and return of these documents, you will receive a Welcome Letter and be prompted to schedule a meeting with our Business Manager.
- During your meeting with the Business Manager, we will discuss your manuscript, the editing process, graphic design, and more.
- Our Business Manager is dedicated to supporting you throughout every step, answering your questions, and ensuring your book's journey is flawless.



# EDITING

At Spreading the Fire Publishing, our editing process is designed to polish your manuscript to perfection, ensuring it's ready for publication. Once we receive your rough drafts, they are meticulously reviewed by our Alpha and Beta teams, comprising experienced readers who provide insightful comments and suggestions. These insights are then shared with you, the author, for your review and consideration. After incorporating any necessary revisions, your manuscript moves to our proofreader, who meticulously hunts for spelling, grammar, and punctuation errors, which are corrected promptly.

Next, your manuscript undergoes line editing, where our skilled editor meticulously examines each line for clarity, coherence, and stylistic improvements. They provide detailed comments and suggestions to enhance the flow and impact of your writing. Once you've integrated these refinements, your manuscript proceeds to our final editor. This editor conducts a comprehensive review to ensure every aspect of your manuscript aligns with our high publishing standards. They perform a final check for consistency, coherence, and overall readiness for publication.

Our editing process is structured to support your creative vision while enhancing the quality and impact of your work, preparing it for a successful launch into the literary world through Spreading the Fire Publishing.

# COVER DESIGN

As your manuscript undergoes editing, our team simultaneously begins crafting your book cover.

You will receive a form from our Business Manager to complete, detailing your cover concepts, book title, series title if applicable, and other relevant details.

Collaborating closely with the cover designer, you will ensure your vision is translated into the design. Ultimately, you will have the final approval on your cover.

Throughout this process, the Business Manager oversees every step to ensure seamless execution and your complete satisfaction.



# PUBLICATION

Once editing wraps up and your cover design is finalized, we move on to formatting and preparing for publication. After formatting is completed, pre-orders will go up, nationally and internationally, two months before your release date. This marks the beginning of our book marketing efforts.







# THANK YOU

Thank you for considering  
us and trusting us with your  
'UNHEARD VOICE'.

We look forward to reading  
your manuscript!

Visit our website today!  
[www.spreadingthefirepublishing.com](http://www.spreadingthefirepublishing.com)