

[Title]  
[Author]  
[Genre/subgenre]  
[Release Date]

Available wide for [price] OR  
Available at [list retailers & price] OR  
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[price] or Free with Kindle Unlimited

Examples:

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Available exclusively on Amazon  
\$2.99 or Free with Kindle Unlimited

**Back Cover Copy:**

[AKA the short synopsis, the blurb, the thing half of readers don't read that tells them about the book. Approximately 150 words, 1-2 paragraphs]

**Tagline:**

[AKA One line pitch or Twitter Pitch. 20-30 words, 280 characters]

**Logline:**

[1-2 sentences that summarizes the back cover copy. 50-60 words]

**Author Bio:**

[Make this the same as in your book, 1-2 paragraphs, 150 words]

**Bio Short Version:**

[Quick version of your bio, about 50 words]

**Where to find me**

Website:  
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Your end product should be about two pages. Any time you have an interview, podcast, etc., you can send this along. It will give the interviewer/podcaster choices for your bio and book description, and you don't have to go searching for all the info all the time. If you're filling out an online form, then you can easily copy and paste from this document. I highly suggest copying this to your notes app on your phone (or saving the document somewhere) so you can have access to this info 24/7