Last Update: 8/2022

Important notes:

As a self-employed, disabled person, I recently created Essence Enterprises as one business with all my other services under that as subsidiaries. Nothing will change, except if you make a donation or payment, instead of being Amy's Bookshelf Reviews, it will say Essence Enterprises.

DO NOT SEND ANY DONATIONS OR PURCHASE ANY VIDEO REVIEWS UNTIL YOU HAVE OFFICIALLY REQUESTED A REVIEW WITH ONE OF THE FORMS AT THE BOTTOM OF THIS PAGE.

When entering information in a spreadsheet or forms, check for typos and spelling errors before sending. If there is an incorrect email address, Amy's Bookshelf Reviews cannot respond.

ALL REVIEWS ARE FREE. RATINGS CAN NOT BE BOUGHT. I DO HAVE OTHER OPTIONS, BUT THE REVIEWS ARE FREE, AND EACH BOOK WILL BE READ.

AMY'S BOOKSHELF REVIEWS REQUEST POLICIES AND PROCEDURES

Make a request:

Step 1: Fill out a Request form (either Release Date Review or New Author) (new author means someone who has never sent a request before on this site) (Or you can select the streamlined request approach).

Step 2: Read the email that is sent back to you. It will have information and two attachments, a spreadsheet to fill out, and a checklist (no need to send that back).

Step 3: Follow the instructions in the email, fill out the spreadsheet, and respond to the same email you received. Inform Amy's Bookshelf Reviews if you uploaded or have attached documents (cover, digital book). Make sure the spreadsheet is also attached. If you have or want to donate, make a note of that as well.

Step 4: Amy's Bookshelf Reviews will put your book title on one of the bookshelves, on Amy's Library page, depending on the request. If it's a release date review, it will be put on the Release Date Review Calendar.

Step 5: You can keep track of the status of your title on Amy's Library Page.

Step 6: Amy's Bookshelf Reviews will send you an email of when and where the book has been posted, along with any other information.

Step 7: You can share the posts, and if you have given social media information, your accounts have been tagged whenever possible.

Once an author has made their second request, they are now a Legacy author. Once the second title's review has been posted, the author can receive an image of being a Legacy Author.

Legacy authors can send emails directly to Amy's Bookshelf Reviews at amysbookshelfreviews@gmail.com for reviews.

Any author can send an email to ask questions, any questions as it pertains to the website, policies, or general writing and promotion questions.

UPDATE TO REQUESTS: Streamlined Requests:

Now, it is up to the author or representative (new or Legacy) to have the option to directly email for a review request. In order to do this, the author must have downloaded the spreadsheet and checklist, and it must be filled out. The email body will contain the name of the book and authors name. If there is anything you want to mention in the email, before it is accepted for review, just write it in the body (such as making donation, wanting to send print in the mail, etc). Even if sending a print copy, PDF copy is required. Do NOT send press or media kits or author's biographies or photos. This is for book review requests ONLY. Also, once the email has been sent with the spreadsheet, the author must have already uploaded the PDF version (PDF ONLY) of the book to the Google drive. (The book cover is optional, as many times the cover from the book on Amazon is used at the time the review is posted.) Click on the link to email (or copy and paste the email address) amysbookshelfreviews@gmail.com . If you use this process, in the subject line add either "new request," "new release request," "legacy request," or "Legacy new release request."

Download the spreadsheet and checklist at the top of the page.

Upload PDF file HERE

Upload Cover HERE.

If you wish to make a donation, for any purpose, or even moving to a specific bookshelf, add it to the email body, and you will get instructions on how to do so (or you can download the donation policy document at the top of the page).

You must also confirm by writing in the final line of the body of the email: I have read and understand the policies and procedures of Amy's Bookshelf Reviews.

POLICIES

BOOK TITLE FORMATS

Unless otherwise specified, the digital format of the book must be received within 5 days of the initial response from Amy's Bookshelf Reviews. **Note, if mailing a print copy, request the address, and also send a digital format as well. Make sure you request to send a print copy ahead of time, and even if you have the print address from another time, confirm the new address. I will be moving in August 2022, so make sure you have the correct address to send it to. (Print copies are accepted, autograph preferred).

Amy's Bookshelf Reviews will no longer except ePubs as a digital copy for a book title. The book files must be in one of the following formats.

Digital formats:

PDF (preferred)

Email-to-kindle

Kindle files (.azw, .azw3, .kfx, .mobi)

Kindle Purchase

Bookfunnel Downloads (No ePubs)

Net Galley Downloads (No ePubs)

Prolific Works Downloads (No ePubs)

Book Sirens Reviews (If your book is on Book Sirens, I can request the review copy to do the review, and once approved, I have 30 days to review it, so the title will automatically be added to the VIP-PRIORITY BOOKSHELF for a $5.00 donation) (If there isn't approval for Book Sirens to receive the ARC copy, I'll need the digital copy sent to me and will post a review for the donation cost).

Gift Cards/Coupon codes

Smashwords: coupon code for free title or donation to cover the purchase of review. To post here

(US) Amazon gift card (DO NOT SEND AMAZON BOOKS AS GIFTS)

Donation purchase (See Donation document for more details)

Audiobook, Amy’s Bookshelf Reviews would like to listen to the book and write a review to reflect not just the story but the audiobook itself. (Amy’s Bookshelf Reviews will need a redemption code or a donation made in order to purchase the audiobook) Amy's Bookshelf Reviews can't post reviews without a purchase on audible.com)

Kindle Vella: Amy's Bookshelf Reviews will now accept episodic stories on Kindle Vella. Amy's Bookshelf Reviews has some available tokens but would also accept donations for the purchase of tokens.

Amazon has a few options for the amount of tokens, 200 for 1.99, 525 for 4.99, 1100 for 9.99, and 1700 for 14.99.

The tokens are based on the number of episodes and the length of the episode. The first three episodes are free, and then each episode must be unlocked to read, depending on the size, for a specific amount of tokens.

If I am reading a Vella novel, I will gladly share the story directly from Amazon so others can read it and enjoy it as well.

If you don't use Vella, I found it to be great for short stories, even full-length books, but to use Vella, the book cannot have been already published (tried it before I knew that rule, and it didn't get published for

that reason). (However, if it gets published as a novel or a novella and is on Amazon, let me know, and I can do a review repost).

Here is the link to Amy Shannon's Vella "The Backyard" https://www.amazon.com/kindle-vella/story/B095Z72BGH

Each episode must be at least 500 words but cannot exceed 6000 words, so episodes should be split reasonably, and within those word count limits.

REVIEW REQUEST TYPES

REQUEST END OF VIP- LEGACY BOOKSHELF

$0 (US)

- Use EMAIL only
- Any author who Amy's Bookshelf Reviews has reviewed in the past is eligible to email Amy's Bookshelf Reviews directly at amysbookshelfreviews@gmail.com and put "Legacy Author" in the subject line
- Legacy Authors do NOT have to fill out another form or make a request first, just send the files and information Amy's Bookshelf Reviews needs.
- The digital copy of the book.
- The links to the books (if they are listed on the following sites), amazon.com, barnesandnoble.com, goodreads.com, Smashwords (only if the book is free or has a free discount code), Kobo (US), BookBub, and (if applicable) audiobook link.
- Social media accounts (Amy's Bookshelf Reviews uses social media platforms to share the reviews and tag the authors)
- A default link that can be connected to the book cover when the review is posted on the website.
- Author's website or blog
- Amazon author page
- Type of publisher (traditional, self, indie, hybrid)
- Publishing company name/website
- Country you live in.
- Previously published works, send the cover, genre, and book title. The title will be added to the VIP- LEGACY BOOKSHELF, with the author's last name in parenthesis.

STANDARD NEW AUTHOR BOOKSHELF

$0 (US)

- New-to-this site requests (authors or author representatives) will go to the end of the STANDARD NEW AUTHOR BOOKSHELF
- Any author wanting to move to another higher shelf, needs to donate. See the Donation policy for more details.

REPOSTING REVIEWS:

$0 (US)

- Amy’s Bookshelf Reviews will repost reviews if:
- A title has changed, or the cover has changed, or the book is being re-released.
- If the story has changed or has been dramatically updated, Amy’s Bookshelf Reviews will gladly reread the story, and update the previous review, if necessary.
- If the story is being rereleased, has been updated, and has a new “buy link,” Amy’s Bookshelf Reviews will gladly reread the book, and post the new review.
- If the book is being released in an audiobook, Amy’s Bookshelf Reviews would like to listen to the book and write a review to reflect not just the story but the audiobook itself. (Amy’s Bookshelf Reviews will need a redemption code or a donation made in order to purchase the audiobook) Amy's Bookshelf Reviews can't post reviews without purchase on audible.com)

Any requests for reposts can be made by emailing Amy’s Bookshelf Reviews directly.

FEATURED REVIEW AND BOOK PROMO VIDEO #YTVR (For Video Review Information and Instructions go to the FRYT web page at https://writeramyshannon.wixsite.com/bookshelfreviews/fryt-information-and-ordering

BOOK SERIES REQUESTS

If the author has multiple books in a series, and the request is for one of the books that are not the first book, Amy's Bookshelf Reviews NOW REQUIRES that all books that came before it (whether they can be read as standalone or not) be given so the books can be read in order. If there are more than two books before the request for this book to be read, the donation amount for the amount of days is doubled. If there are more than 5 books that need to be read before this title, the donation is tripled.

CONSECUTIVE REVIEWS (NOT FOR RELEASE DATE REVIEW OR EXPRESS RELEASE REQUESTS)

- $20 (US) for up to four titles
- Consecutive reviews are when an author has requested reviews for more than one of their titles. Instead of when the title is read and reviewed, the others go to the bottom of the list, this allows all titles to have the reviews posted consecutively.

AUTHOR'S BOOKSTORES

- If any author's book is only available for sale on their bookstore or website, I will still review the book. It is not considered out of print, as it is being sold.

ABSR PREFERRED PACKAGES (Author lifetime, onetime fee) (Payments can be made on Amy's Library Page)

ABSR PREFERRED Package = $110 One-time price (Per Author)

Applies to every title that is to be reviewed in the future by this author

Review: FREE (same as regular postings and review writing) The review is free so even though this is included in the package, you are not paying for the review, just the extras for any future book.

Book title Position: Preferred Bookshelf

Featured Video Review (posted on Amy's Bookshelf Reviews' YouTube Channel, shared in ABSR Blog Post)

Shared on ABSR Facebook, Twitter, and LinkedIn page

The author can get a copy of the video file if requested.

The author will get a PREFERRED Legacy Author Badge with their name on it.

A representative will receive a PREFERRED Legacy Friend Badge with their name on it.

There are other badges available, such as an "I read banned books" badge or a "Reviews Matter" badge that can be requested.

ABSR PREFERRED EXPANDED Package = $150

One time price (Per Author) Applies to every title that is to be reviewed in the future by this author

Review: FREE (same as regular postings and review writing) The review is free so even though this is included in the package, you are not paying for the review, just the extras for any future book.

Book title Position: Preferred Bookshelf

Featured Video Review (posted on Amy's Bookshelf Reviews' YouTube Channel, shared in ABSR Blog Post)

Shared on ABSR Facebook, Twitter, and LinkedIn page

The author can get a copy of the video file if requested.

The author can get a 1-day social media and blog promotion from Genesis Literary Promotions. (Includes posts about the book on Facebook and Twitter, and a post on the Olympus Blog)

Promotion Details: (1-day) (Author does have the option to add more days for additional costs)

Olympus Blog Post (runs at 3 PM Eastern):
https://genesisbookpromos.wixsite.com/genesisbookpromos/blog (Adding FRYT video to the blog post) and book cover.

Video added to the Genesis YouTube Channel
https://www.youtube.com/channel/UC5bfTuEzra1HrOuNxsJLLxg

Shared Post on Olympus Facebook Page (from the blog) @olympusbookblog

Post on Facebook (runs at 8 AM Eastern): Direct Post on Facebook (@genesisbookpromos)

Post on Twitter (runs at 10 AM Eastern): Direct Post on Twitter @GenesisBookPro1

The author will get a PREFERRED Legacy Author Badge with their name on it.

A representative will receive a PREFERRED Legacy Friend Badge with their name on it.

There are other badges available, such as an "I read banned books" badge or a "Reviews Matter" badge that can be requested

EXPRESS RELEASE DATE REVIEWS (For both NEW and LEGACY AUTHORS.)

(releases that are under the allotted amount of time for release date review request) (Fees listed below are "donations" and DO NOT buy a review but put the title on the release review calendar) Digital copies of an Express Release Date Review need to be sent via email within 24 hours of Amy's Bookshelf Reviews' response.

1 month- 28 days before release - $40 (US)

27 days to 8 days before release- $60 (US)

7 days - 4 days before release- $75 (US)

3 days posting or less, use the VIP-IMMEDIATE BOOKSHELF request-$100 (US)

Instructions:

To get the EXPRESS RELEASE DATE REVIEW, please follow these steps or it is possible the request would be denied.

1. Email (do NOT fill out any forms below) amysbookshelfreviews@gmail.com

2. In the subject line "Express Release Date Review"

3. In the body of the email, type in this information, and DO NOT add attach anything to the email. Penname of Author, Book Title, Book Genre, Release date, and where the book will/is listed to be bought.

- The author will get an email back, so read it carefully, as it will contain instructions as to what the next step for the author will be.

EVERY AUTHOR OR REPRESENTATIVE WILL NOW ALL RECEIVE UPDATED SPREADSHEETS TO FILL OUT BEFORE THE TITLE GOES ON THE BOOKSHELF.

CONTACT AMY'S BOOKSHELF REVIEWS

- If you just need to make contact, have a special request or have some questions about anything, use the Contact Me form on the FAQ Page.

MAKING A REVIEW REQUEST

NEW TO SITE (STANDARD-NEW AUTHOR BOOKSHELF)

- New Requests is for both Indie and traditionally published authors.
- Representatives can fill out the form if the representative is "new" to this site
- All requests will be followed up with an instructional email.
- Please ONLY one request per Author (this is for authors with more than one book, or co-authors)
- Only add one book title to the request form.

Fill out the "New Requests" Form below.

For Authors that are new to this site, and DO NOT qualify for other request types.

DONATIONS/GRATUITIES OR PAYMENTS

Donations, payments, or gratuities, no matter the amount DO NOT BUY or PAY FOR REVIEWS. The reviews are honest and unbiased and based on what Amy's Bookshelf Reviews reads. (See the donation policy document)

Do not send anything to Amy's Bookshelf Reviews until the request has been accepted.

Please read!!!

BOOKS THAT ARE NOT ACCEPTED:

- "Unpublished" or "Early Manuscript"
- Books that don't have at least a potential release date in the future (Unless the author is using the editing or editorial review services on my other blog at https://writeramyshannon.wixsite.com/amyshannonblog/services

When Amy's Bookshelf Reviews is ready to post the review, and the book is unavailable, out of print, or not published, it will not be posted, not even on the website or Goodreads. Only when it has a date, Amy's Bookshelf Reviews will post it.

CURRENT EXCEPTIONS:

- Guests of the PODCAST "The After Show with McKensie Stewart and Amy Shannon" or "After The After Show" will automatically get a review of their work, if they have not had their book reviewed by Amy's Bookshelf Reviews, priority to its airing. (A review ahead of time does not change the guest fee for either podcast).
- Blog Tours. Blog Tours where The Official Blog of Amy Shannon participates offers to review the book being promoted, and its review. (Blog Tour requests can be emailed to Amy's Bookshelf Reviews directly).
- Purchased literary promotions from Genesis Literary Promotions

Please read before submitting the request with the appropriate form.

STEPS FOR A REQUEST:

1. Please fill out the appropriate form, answering all the questions accurately. (check for typos before sending)

2. There will be a response to the request within 48 hours. You will receive an initial email, a checklist, and an excel spreadsheet attachment. The spreadsheet must be filled out and returned with the other requested files.

Failure to conform to the form or the review policy will result in DENIAL OF REQUEST, so please read the form questions and the review policy carefully. This goes for any email received by Amy's Bookshelf Reviews. Amy's Bookshelf Reviews use a preset email format that Amy's Bookshelf Reviews created but the text of those emails may change at any time, so read each email you get from Amy's Bookshelf Reviews carefully. All emails have a date of when they were last updated.

REVIEW REQUEST POLICY

INITIAL AUTHOR REQUESTS

- Must use the CORRECT form to request a review. (If you do not, Amy's Bookshelf Reviews will request that you do before moving forward)
- ALL first-time requests MUST be made via the request form (No matter where you heard of Amy's Bookshelf Reviews. Fill out the form and answer all required questions.)
- Whether you are new to this site, or a Legacy Author, always read the policies before filling out one of the forms.
- Unsolicited direct emails to Amy's Bookshelf Reviews will be given instructions to fill out an official form.

AMY'S BOOKSHELF REVIEWS

- This is a United States-based Review website.
- Amy's Bookshelf Reviews also tags the reviews with the authors' social media platform account, always follows or likes the author's social media platforms, and even signs up for newsletters on the author's websites.
- Amy's Bookshelf Reviews reads book titles of MOST genres and accepts requests from any author (indie or traditionally published) or author representative (publisher, agent, assistant, etc.)
- Amy's Bookshelf Reviews can only review books written in ENGLISH (or for audiobooks, narrated in English).
- The review is posted on Amy's Bookshelf Reviews website.
- Amazon.com (US) (if listed)
- Barnes and Noble (if listed)
- Goodreads (if listed)
- Kobo (if Listed
- BookBub (if listed, and the author has an account)
- Twitter (shared from Amy's Bookshelf Reviews website blog post) (If the author or representative has an Account)
- LinkedIn (shared from Amy's Bookshelf Reviews website blog post) (If the author or representative has an Account)
- Facebook (shared from Amy's Bookshelf Reviews website blog post to Amy's Bookshelf Reviews Facebook page)

- Instagram (shared from Amy's Bookshelf Reviews website blog post) (If the author or representative has an Account)
- Posted on audiobook (audible.com) (If the book is an audiobook and listed)
- Posted on Author's bookstore or website (or provided to the author to post on their website)
- NetGalley (if listed)
- BookSirens (if listed)
- Google Books (if listed)
- Pinterest (If the author or representative has an Account)
- Smashwords (Cost of Book or use Redemption Code).

Amy's Bookshelf Reviews has accounts for all of these sites.

IMPORTANT INFORMATION

Excel Spreadsheet & Word Checklist

- All requests will NOW receive an MS Excel spreadsheet with the initial request response, and send it back with all the required files.
- Do NOT change anything in the spreadsheet, just follow the instructions given.
- If you have an issue with the spreadsheet, there is an unformatted text version
- Amy's Bookshelf Reviews accepts MAC "Numbers" files
- Read the Word Checklist and complete the steps.

- DO NOT send anything until it's requested. (including donations).
- YOU WILL GET AN EMAIL RESPONSE. Make sure you check your SPAM folder from an email from amysbookshelfreviews@gmail.com and add it to your safe sender's list.
- Amy's Bookshelf Reviews NO LONGER will accept Gifted Books through Amazon.
- DO NOT send anything does not ask for, such as advertisements, fliers, author bios, author pics, etc...
- DO NOT send the incorrect format of image files such as PDFs of complete covers
- DO NOT lie or misrepresent yourself, or lie about a release date (Amy's Bookshelf Reviews verify all information)
- DO NOT send a "proof" copy of the print book or digital book
- DO NOT send a computer-printed manuscript when sending a print copy.

AMY'S LIBRARY BOOKSHELVES Title positions:

All books to be reviewed are listed on AMY'S LIBRARY page. Authors can use this page to keep track of the position of their title. There is only one reader and reviewer associated with this website. All titles on the BOOKSHELVES have the author's last name in parentheses.

NOTE FOR FORMS: PLEASE READ EACH QUESTION CAREFULLY BEFORE ANSWERING. ANY FORM NOT FILLED OUT APPROPRIATELY AND ACCURATELY WILL BE DENIED

Just have a question or comment? Email Amy's Bookshelf Reviews directly at amysbookshelfreviews@gmail.com

Authors, for all requests, via email or for the form, must make a request and include a "one-line" pitch about their book.

Any new "legacy friends" that want Amy's Bookshelf Reviews to review books for their authors, must have been in business for at least a year, and have an official website.