



**WOMEN'S PRIZE FOR NON-FICTION 2024**  
**TERMS AND CONDITIONS OF ENTRY**

**1. THE PRIZE**

- a The 2024 Women's Prize for Non-Fiction is worth £30,000 (gifted by the Charlotte Aitken Trust). The prize money, together with an artwork named the 'Charlotte', will be awarded to the woman who, in the opinion of the judges, has written the best narrative non-fiction book that is eligible for the Prize and fulfils the criteria set out in 1d. The Prize may not be divided or withheld. The decision of the judges will be final.
- b The judges will be responsible for compiling a shortlist of no more nor fewer than six of the books submitted for the Prize. For inclusion in this shortlist, a title should have the full support of at least one judge in whose opinion it is a valid contender for the Prize itself.
- c The judges will be responsible for compiling a longlist of no more nor fewer than sixteen of the books submitted for the Prize. For inclusion in this longlist, a title should have the full support of at least one judge in whose opinion it is a valid contender for the shortlist.
- d The judges consider the titles submitted using the guiding tenets of excellence, originality and accessibility. For the purposes of judging, 'excellence' means excellence in quality of writing, research and delivery; 'originality' means originality of ideas, vision and research; and 'accessibility' means titles that look outwards to a cross-section of readers.

**2. ELIGIBILITY**

- a Any narrative non-fiction book written in English by a woman of any nationality is eligible.
- b Books from all narrative non-fiction categories intended for general readership (commonly known as 'trade non-fiction') are encouraged. This includes but is not limited to: autobiography,

biography, economics, history, memoir, mind body spirit, music, philosophy, politics, psychology, nature writing, science, self-improvement, smart thinking and sport.

- c All books must be written by a single (human) author. Books written by one author on behalf of another are not eligible. This includes books with named or unnamed ghost writers or editorial mentors. The only exception is where a work has been transcribed by an amanuensis. Books written by two or more authors are not eligible.
- d All books must be unified and substantial works. The minimum word count for an eligible title is 30,000.
- e Translations of books originally written in languages other than English are not eligible.
- f All entries must be submitted in print form (6 copies), as well as one digital file (a typeset or print-ready PDF preferable) bar suggested call-in titles.
- g Audio files may also be requested for submissions; publishers will be contacted by email if audio files (or discount codes providing free access) of individual titles are required.
- h All entries must be first published as a print or e-book edition in the United Kingdom between 1 April 2023 and 31 March 2024, although they may have been previously published outside the UK. Titles with simultaneous UK and US publications, or UK and Republic of Ireland publications, within this timeframe are eligible.
- i All entries must be produced by an established publishing house for adult titles based in the UK. 'Established' is here defined as a house which publishes a list of at least three non-fiction titles by different authors and with ISBNs every year and distributes its books nationally through established retail and/or online outlets. For the avoidance of doubt, 'established' publishing house does not include print-on-demand services or companies who publish titles via a commercial arrangement through which they are paid by the author. The publishing house must have a registered UK address and company number, visible in the Companies House online directory. Any book submitted must have a UK ISBN, have the price printed in pounds sterling and be distributed in the UK through established retail and/or online outlets.
- j Self-published books are not eligible for the Prize, where the author is the publisher. If the publisher is a company which has been specifically set up to publish the title in question, and/or the author is the person who owns the majority shareholding or otherwise controls the company, the title is ineligible for the Prize.
- k It is the responsibility of the publisher to ensure that any title they submit for the Prize is eligible.

- l It is the responsibility of the publisher to ascertain that the author of any title they submit for the Prize gives their consent to entry prior to submission and that the author will abide by the terms and conditions.
- m The author of any title submitted must be alive at the opening date of submissions.
- n The decision of the Women's Prize Trust on eligibility is final, and no correspondence will be entered into on the subject.

### **3. CONDITIONS OF AWARD**

Any eligible book that is entered for the Prize shall not qualify unless its publisher agrees:

- a that if an entered book should be longlisted, the publisher will contribute £1,250 (plus VAT) for promotional activity. This payment is to be made promptly within seven days by BACS on receipt of an invoice. This stipulation is subject to appeal by a publisher for whom such expenditure would prove prohibitive and may be adjusted or waived at the discretion of the Women's Prize Trust.
- b that if an entered book should be shortlisted, the publisher will contribute £6,000 (plus VAT) for promotional activity. This payment is to be made promptly within seven days by BACS on receipt of an invoice.
- c that if an entered book should win the Prize, the publisher will contribute a further £6,000 (plus VAT) for promotional activity. This payment is to be made promptly within seven days by BACS on receipt of an invoice.
- d that if an entered book should be longlisted, the publisher will provide 25 copies for promotional and administrative purposes, and agree to sell further copies to the Women's Prize Trust at a minimum of 70% discount for promotional use or outreach activities in perpetuity.
- e that if an entered book should be shortlisted, the publisher will provide a further 70 copies for promotional and administrative purposes, and agree to sell further copies to the Women's Prize Trust at a minimum of 70% discount for promotional use or outreach activities in perpetuity.
- f that if an entered book should win, the publisher will provide 50 copies for promotional and administrative purposes, and agree to sell further copies to the Women's Prize Trust at a minimum of 70% discount for promotional use or outreach initiatives in perpetuity.

- g that if an entered book should be longlisted, shortlisted or win, the publisher will provide within two weeks of the longlist announcement an electronic text and audio version to the Royal National Institute of Blind People (RNIB) (or, if requested by the Women's Prize Trust, to any other approved body), for the purposes of producing and distributing on a not-for-profit basis accessible copies to visually impaired persons. Should one of your submissions be longlisted, please inform rights owners that accessible copies are being produced and distributed.
- h that if an entered book should be longlisted, the publisher will ensure that their title is available as physical and digital editions, and use their best endeavours to produce an audio edition for national distribution if it is not already available.
- i that if an entered book should be shortlisted, the publisher will ensure that a paperback and audio edition of their title will be available within an agreed timetable, if it is not already available.
- j to use best endeavours to ensure longlisted and shortlisted authors attend and participate in public events (live and virtual), and the Women's Prize Trust summer party in London where the winner is announced, as requested. Publishers will be responsible for covering any travel costs and relevant expenses for authors.
- k that if an entered book should be longlisted, shortlisted or win, the publisher will obtain permission from the copyright holder and agree to broadcast, record and/or make available a downloadable audio and/or audio visual and/or text file extract, to be used for publicity or promotional purposes on the website, podcast, any other partner websites or platforms, and/or the Women's Prize Trust's merchandise. The publisher agrees to inform the Women's Prize Trust of the copyright credit to be used, and to obtain the required permission to supply the epub, cover and metadata for sale on the website, podcast and any other partner websites or platforms.
- l that if an entered book should be longlisted, shortlisted or win, the publisher will collaborate with the Women's Prize Trust to publicise the title and facilitate recorded interviews/readings with the author to be used by the Women's Prize Trust on either digital or audio platforms.
- m that if an entered book should be longlisted, shortlisted or win, the publisher and author will be available for and cooperate with publicity and promotional requests at the time of key announcements. The winner is required to undertake interviews immediately after the announcement and in the following days. If there is any issue around the author's availability, it is the responsibility of the publisher to notify and discuss this with the Women's Prize Trust immediately.

#### 4. **ENTRY OF BOOKS**

- a Titles will be accepted for submission for the 2024 Women's Prize for Non-Fiction from Monday 31st July 2023.
- b Imprints with a list of fifteen or more non-fiction titles per year between 1 April 2023 and 31 March 2024 may submit as general submissions up to TWO full-length titles with first publication dates between 1 April 2023 and 31 March 2024. Books that make up the threshold of fifteen must be titles published for the first time in the eligibility window (ie. hardbacks or paperback originals and not second outing paperbacks).

Imprints with a list of fourteen or fewer non-fiction titles per year between 1 April 2023 and 31 March 2024 may submit as a general submission ONE full-length title with first publication dates between 1 April 2023 and 31 March 2024.

Imprints may submit ONE additional title as a suggested 'call-in'. Call-in titles are not compulsory and how many, if any, the judges wish to call in, is at their discretion. Please note no coercion of judges will be tolerated. Publishers will be contacted if judges wish to call in any titles, and print / digital books will be requested at that stage; please **DO NOT SEND BOOKS** for suggested call-in titles.

The following steps (c, d, e) should be taken for titles being submitted:

#### c **By 5pm BST Thursday 7 September 2023**

- Publishers should complete an **ONLINE ENTRY FORM** for each title they are submitting (general submissions and suggested call-ins) available on the Women's Prize [website](#)
- Publishers should send a **PDF FILE** for each general submission title published between 1 April 2023 and 30 September 2023 to [WPNF@womensprizeforfiction.co.uk](mailto:WPNF@womensprizeforfiction.co.uk). Please name the file as the book title + author name, and send the file at the same time as the hard copies (see below).
- Publishers should also send **SIX COPIES** (finished or bound proofs\*) for each general submission title published between 1 April 2023 and 30 September 2023, to:  
Women's Prize for Non-Fiction 2024, Hanger Lane Storage Units  
Quill Street, Alperton, W5 1DN

\*If a publisher is sending proof copies in the first instance, they should ensure they are the latest version available, bound and accompanied by a rough cover. **Publishers should send finished copies to the above address as soon as they become available before the deadline applicable for the title's publication date.**

- Publishers suggesting a 'call-in' title must include a pitch for the submission of not more than 250 words in the ONLINE ENTRY FORM available on the Women's Prize [website](#).

Please DO NOT SEND any digital files or physical copies of suggested call-in titles unless requested. Any copies sent without request or without an official submission must be collected at the publishers' expense and arrangement.

**d By 5pm GMT Thursday 2 November 2023**

- Publishers should send a PDF FILE for each general submission title published between 1 October 2023 and 31 November 2023 to [WPNF@womensprizeforfiction.co.uk](mailto:WPNF@womensprizeforfiction.co.uk). Please name the file as the book title + author name, and send the file at the same time as the hard copies (see below).
- Publishers should also send SIX COPIES (finished or bound proofs\*) for each general submission title published between 1 October 2023 and 31 November 2023, to:  
Women's Prize for Non-Fiction 2024, Hanger Lane Storage Units  
Quill Street, Alperton, W5 1DN

\*If a publisher is sending proof copies in the first instance, they should ensure they are the latest version available, bound and accompanied by a rough cover. **Publishers should send finished copies to the above address as soon as they become available before the deadline applicable for the title's publication date.**

**e By 5pm GMT Thursday 14 December 2023**

- Publishers should send a PDF FILE for each general submission title published between 1 December 2023 and 31 March 2024 to [WPNF@womensprizeforfiction.co.uk](mailto:WPNF@womensprizeforfiction.co.uk). Please name the file as the book title + author name, and send the file at the same time as the hard copies (see below).
- Publishers should also send SIX COPIES (finished or bound proofs\*) for each title (free passes and general submissions) published between 1 December 2023 and 31 March 2024, to:  
Women's Prize for Non-Fiction 2024, Hanger Lane Storage Units  
Quill Street, Alperton, W5 1DN

\*If a publisher is sending proof copies in the first instance, they should ensure they are the latest version available, bound and accompanied by a rough cover. **Publishers should send finished copies to the above address as soon as they become available before the deadline applicable for the title's publication date.**

- Each publisher agrees to provide access to an audio file for judging purposes upon request.
- f The judges may request to call in additional titles not submitted by publishers, with publication dates between 1 April 2023 and 31 March 2024. In this event, the publishers will be asked to complete an ONLINE ENTRY FORM, submit SIX printed copies of the book and a PDF FILE as soon as possible.
- g The Women's Prize Trust will not acknowledge receipt of submissions and does not accept any responsibility for late, lost or damaged entries. Proof of sending is not proof of receipt.
- h Successful submissions made via the ONLINE ENTRY FORM will result in an automated acknowledgement message on-screen upon completion; entrants will not receive a message to the email address provided.
- i No book entered by publishers or called in by the judges will be returned to publishers.

## **5. ADMINISTRATION AND COMMUNICATION**

- a All entries for the Women's Prize for Non-Fiction are strictly confidential and may not be used to publicise an author in the future, unless they have been longlisted, shortlisted or won.
- b All data and personal information shared with the Women's Prize Trust shall be handled in the strictest confidence and in accordance with the Women's Prize Trust's [privacy policy](#)
- c In entering works to the Women's Prize for Non-Fiction, the publisher agrees to allow the Women's Prize Trust to raise funds from any unused stock, in order to further its charitable mission.
- d The publisher acknowledges and agrees that to the extent permitted by law, the Women's Prize Trust and any other person(s) in connection with the Prize will not be liable for any loss or damage (whether such damage or losses were foreseen, foreseeable, known or otherwise) including financially and/or to reputation and/or disappointment, suffered by any entrant, or publisher or agent on behalf of an author, entering the Prize or as a result of accepting any Prize.

- e These rules and the entry submitted in accordance with them shall constitute a contract governed by the exclusive laws and the exclusive jurisdiction of the courts of England and Wales.
  
- f For any eligibility queries for the Women's Prize for Non-Fiction, please email: [WPNF@womensprizeforfiction.co.uk](mailto:WPNF@womensprizeforfiction.co.uk)