

MANUSCRIPT SUBMISSION PROCESS- NEW MANUSCRIPT REVIEW BOARD

Thank you for contacting Cloverly Group and showing your dedication towards becoming a published author. Unlike most publishers who typically refuse to review or even respond to the manuscript submissions of unknown authors, Cloverly Group's New Manuscript Review Board will complete a comprehensive assessment of your manuscript and provide a determination as to whether it is acceptable for publishing under one of the Cloverly Group brands. Please understand that our willingness to review your work is in no way an indication that we are prepared to publish your work- it is merely a first step in the process towards getting published.

Our review process and final determination will be completed within five business days from submission of your manuscript to us. If your manuscript is one of the select few chosen for publication, we will contact you immediately to discuss the next steps of the publishing process.

If your manuscript is not accepted for publication, we will also let you know within five business days. Please understand that a rejection of your manuscript is not necessarily a reflection of the quality of your manuscript- there are numerous factors that can cause us to refuse a manuscript for publication (saturated genre, market conditions, etc.).

For your protection and peace of mind, a Non-Disclosure Agreement (NDA) is provided by Cloverly Group to any author submitting a manuscript for review. Simply click below to download a copy for your records. This Agreement clearly states that Cloverly Group is legally prohibited from using or sharing your manuscript in any way without your written consent.

CLOVERLY GROUP MANUSCRIPT CONFIDENTIALITY AND NONDISCLOSURE AGREEMENT

THIS AGREEMENT is entered into between Cloverly Group, LLC. (hereinafter referred to as "Publisher") and Author.

Author has developed certain valuable materials- written works, concepts, storylines, ideas and/or designs, which Author deems confidential (hereinafter referred to as the "Manuscript"); and

Publisher is in the business of disseminating and publishing such materials and wishes to review the Manuscript; and

Author wishes to disclose this Manuscript to Publisher for review thereby under the terms defined below; and therefor, the parties agree as follows:

1. Disclosure. Author shall disclose to Publisher the Manuscript. Publisher agrees that this disclosure is only for the purpose of Publisher's evaluation to determine Publisher's potential interest in the world-wide commercial publication of the Manuscript. All rights to the Manuscript shall remain **forever with Author**.
2. Access. Publisher shall not directly or indirectly provide access to the Information to third parties unless such parties to whom such disclosure is made are approved by Author in advance and are made subject to this Agreement.
3. Limitation on Use. Publisher agrees not to disclose to any third parties, use or appropriate the Manuscript in any way whatsoever, including but not limited to adaptation or modification.
4. Confidentiality. Publisher understands and agrees that the unauthorized disclosure of the Manuscript by the Publisher to others would irreparably damage Author.

By: Cloverly Group, LLC



Lauren Magruder
Executive V.P.

PLEASE RETAIN THIS DOCUMENT FOR YOUR RECORDS

Cloverly Group, LLC * P.O. Box 15577 Surfside, SC 29587 * 843-628-2727