



Supporting authors from manuscript to publication to promotion.

Get the LCCN (Library of Congress Control Number)

The Library of Congress is the official repository for all the books written in the United States. It assigns a unique number to each new book for use in its catalogue. If you plan to market your book to libraries, it is a good idea to obtain a Library of Congress Control Number (LCCN).

Before a book is published, the publisher informs the Library of Congress of the new book and sends information to help librarians decide where it will fit on their shelves. The first step is to apply to the Pre-assigned Control Number Program online www.pcn.loc.gov to get your LCCN. It is important to note that you cannot get an LCCN once your book is published.

To obtain a LCCN, you must first be approved as a publisher. To do that:

1. Go to <http://pcn.loc.gov> and click on "Open New Account": At the bottom of the next screen, click on "Application to Participate".
2. On the next screen is the online application form. Fill in the publishing company name and address, the contact information, the imprint (your publishing company name), your three-digit ISBN prefix, and click "submit": It will take one to two weeks to process your application and give you your account number and password.
3. Once you are approved, you can log in and apply for a LCCN for a new title. It takes only about 24 hours to get the LCCN after you have been initially approved as a publisher. Note your account number and password below:

Account Number: _____

Password: _____

4. Go back to the home page: <http://pcn.loc.gov>. Click "log on" and enter your account number and password.
5. The first time you log in, you will be required to change your password and confirm the change. You can do this by entering the new password in the "New Password" space and re-entering it in the "Confirm New Password" space. You can then click the "Sign On" button.
6. When you log in you can choose one of three options:
 - PCN Application - to request a Pre-assigned Control Number for a new title
 - PCN Change Request - to make a change to the book for which a Pre-assigned Control Number has already been assigned.
 - Publisher Information Change Request - to update or change information provided when you first applied to participate in the PCN program.

7. To get the LCCN for a new title, click the PCN application option, then click through the next screen to get to the application form. Enter title, subtitle, edition, publisher, publisher city and state, author, number of pages, ISBN, publication date and email that the PCN will be sent to. Click submit.
8. It can take up to a week or more to get the PCN via email. This information will be displayed on the book's copyright page.