

FA Literature Kit A Guide for the EAI Literature Person

Six months of continuous abstinence suggested.

*Thank you for your willingness to do service as the literature person for your meeting.
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Responsibilities of the Literature Person

- Track the meeting's supply of literature and order more literature as needed. Save receipts from any literature purchases to be reimbursed by the meeting treasurer.
- Mark the price on the literature items when they are received. Note: the literature price list is available on the [FA website](#).
- Give any money collected at the meeting to the meeting treasurer.
- Arrive at the meeting early to set up the literature table.
- Display literature in a neat and attractive way.
- Create newcomer packets and place them on the literature table. Note: newcomer packet bands (which has the list of items to include) are available on the [FA website](#).
- Place *connection* magazines (supplied by the *connection* rep) on the literature table. During the business meeting, ask members for old issues of the *connection* to be used for newcomer packets as needed.
- Alert the meeting phone list person if the literature table is in need of additional copies of the phone list, or if it needs updating.
- Check to make sure your meeting's WSI contact is putting copies of the Frontier Phone List and the Frontier Sponsor List on the literature table. These lists are updated quarterly and sent to the WSI representatives. Place these updated lists on the literature table each week.
- Be available at the literature table during the break to talk to newcomers and answer questions about the literature. Hand out newcomer packets.
- Announce the availability of literature and MP3's to purchase on the [FA website](#).
- Store the meeting format and business meeting notes with the literature.
- Inquire if there is anywhere in the meeting place where you can store the FA literature. (Some members store the literature in the trunk of their car.)

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What may be placed on the literature table?

- Only FA WSI conference-approved literature may be placed on the literature table. The number of pamphlets and books depends on the amount of money the meeting can spend on literature and the demand for the literature, which usually depends on the size of your meeting. This issue should be decided at your business meeting. It is best to have the agreement of the meeting group before literature is purchased.

Note: FA WSI conference-approved literature includes *only*:

- Printed [FA pamphlets](#) ordered through FA-WSI. At least five of each are suggested. Below are suggested for meetings with limited funds:
 - [Food Addiction and the FA™ Solution: for anyone who wants to learn more](#)
 - [Living Abstinently](#)
 - [Before You Take That Bite, read this pamphlet and remember — today you have a choice](#)
 - [Just for Today Card](#)
 - [FA™ and the Health Care Professional](#)
 - [Food Addiction: Stories of Men in Recovery](#)
 - [Bulimic? Undereating? Underweight?](#)
 - [Food Addiction: Stories of Teens and Twenties in Recovery](#)
 - [To Our Families and Friends](#)
- *Food Addicts in Recovery Anonymous* (—The Gray Book) soft cover and/or large print.
- *Alcoholics Anonymous* (—Big Book) soft cover and/or hard cover. Some meetings also stock the pocket version, which contains no personal stories, but is useful for travel. At least two of each are suggested.
- *Twenty-Four Hours a Day*.
- *The Twelve Steps and Twelve Traditions of Alcoholics Anonymous*.
- *The Little Red Book*.
- Copies of the Frontier Sponsor List. (The WSI contact receives an updated list quarterly.)
- Copies of the Frontier Phone List, which is a list of members in outlying areas. (The WSI contact receives an updated list quarterly.)
- Copies of the meeting's phone list.
- Current copies of the *connection* magazine, which are sold for \$2.50 each. Old copies are used for the newcomer Packets.
- Copies of the *connection* collections.
- Newcomer packets, which are customarily provided free to new members.
- An [FA literature price list](#) from the FA website.
- A box or envelope in which members can place money for literature.
- Copies of the [Newsletters of Gratitude in Action](#)

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What pamphlets are included in a newcomer packet?

- Each meeting decides what goes into a newcomer packet. The packet is created by printing the [newcomer packet labels](#) and taping them around the contents of the packet or on the outside of a large envelope that contains material. Many meetings put the following into their packets:
 - [Are you having trouble controlling the way you eat? \(or your meeting's trifold\)](#)
 - [Food Addiction and the FA Solution](#)
 - [Before Your Take That Bite](#)
 - [Just for Today](#)
 - Past issue of the *connection*
 - Most recent meeting phone list (*add when handing out packet*)

Ordering FA Literature

- To place an order online, you must have an [FA profile](#).
- Once logged in, click on [Order Items](#).
- After choosing your literature, pay online by credit card.
- All inquiries and requests should be made to the FA-WSI office at web@foodaddicts.org.

How much should the meeting charge for literature?

- You can use the suggested [price list for FA literature](#), found on the [FA website](#). The idea is not to make a profit, but to cover the shipping costs. The suggested prices for *Alcoholics Anonymous* and *Twenty-Four Hours a Day* are based on the current best-delivered prices from AA's Central Service Committee, and Hazelden. The prices may need to be higher if the books are ordered from another source.

Ordering Alcoholics Anonymous and Twenty-Four Hours a Day books

- *Twenty-Four Hours a Day* and *The Little Red Book* may be obtained from Hazelden at 800-328-9000 or ordered online at <http://www.hazelden.org>. (Shipping is free with a \$50.00 minimum order.)
- *Alcoholics Anonymous* and *The Twelve Steps and Twelve Traditions of Alcoholics Anonymous* can be purchased at many websites online or at your local AA office. An online AA current literature price list can be found at <https://aaboston.org/wp-content/uploads/2020/08/CENTRAL-SERVICE-PRICE-LIST-8-20.pdf>.

Displaying the literature on the table

- Place the literature on a table convenient to the meeting area.
- Stand or stack literature neatly.
- A brochure-size literature holder in which FA literature can be displayed can be found at office supply stores for under \$5.00.
- Stand by during the break to answer questions.

Providing support to the connection representative

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- The *connection* representative is the meeting's liaison between the *connection* magazine and members interested in ordering/learning more about the magazine. This is a separate service position.
- The *connection* rep makes an announcement about the magazine during each announcement period. Suggested wording for this announcement may be found in [Document 5 in the Meeting Guidelines section](#) of the FA website.
- Old issues of the *connection* can be included in newcomer packets, rather than providing them through a lending library. It has been found that having a lending library for the magazine discourages members from purchasing their own copies or subscriptions.
- As part of their literature display, meetings should consider purchasing at least one copy of the *connection* collection, which is a spiral-bound compilation of a year's worth of past issues. For display on your literature table, it is suggested that you label one collection "Sample—Do Not Remove," so it remains on display for member browsing and for use at your meeting.