

Guidelines for Contributors to *Sub Rosa* and FICM's Website

Please help us to:

1. Maintain *Sub Rosa* and the website consistent in modern English usage.
2. Minimise time spent on editing contributions – we're all volunteers!

We ask you that you:

1. Send a Word document, Times New Roman, 12
2. Number each page.
3. Apply *single spacing only* between sentences.
4. Keep within the word count.
 - a. For *Sub Rosa*
 - i. 500–750 for book reviews.
 - ii. Up to a thousand words for other articles unless otherwise advised.
 - b. For the website there is no word count restriction.
5. Supply a photograph(s) of high resolution with a caption and the name of the photographer and/or permission if applicable.
6. Bear in mind that potentially sensitive material may be sent to the Legal and Disclosure Cell for review.
7. If your sources are in the public domain, please specify exactly where they can be found.
8. If your piece has been previously published, provide details of our permission to reproduce.

Questions?

Contact Chris on 01525 840 661 or email cigyates@me.com

