MANUSCRIPT FORMATS FOR SUBMISSION

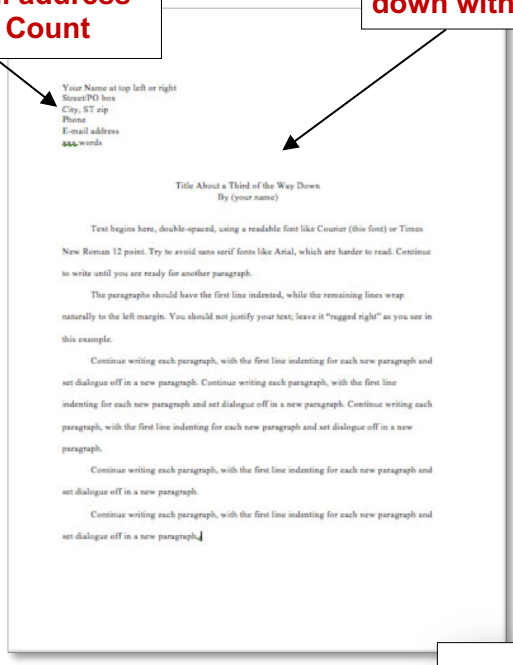
General Notes:

- 1" margins top, bottom, right, left
- Double-spaced lines
- Indented first line of each paragraph
- Times Roman or similar font, 12 point
- Don't justify your text; leave it "ragged right"
- Usually no page numbering on first page of manuscript
- Use the header feature in your word processing program for the last name/title and page number.

NOVELS 1st PAGE

Name
Address
Phone number
E-mail address
Word Count

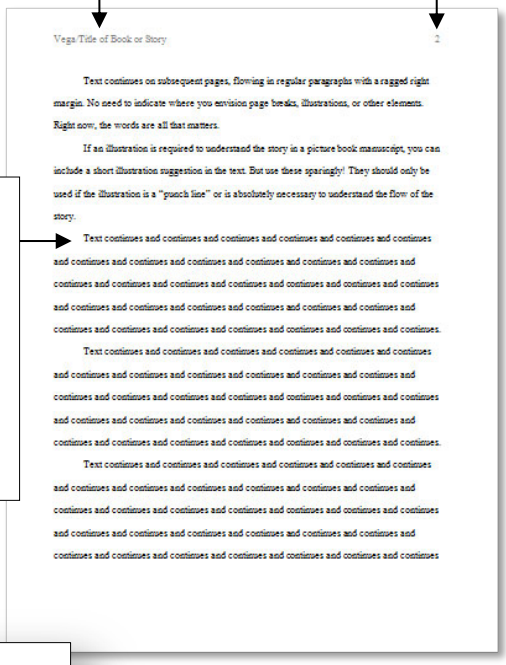
Title about 1/3 down with byline



NOVELS - SUBSEQUENT PAGES

Last name/title

Page #


Vega/Title of Book or Story 2
Text continues on subsequent pages, flowing in regular paragraphs with a ragged right margin. No need to indicate where you envision page breaks, illustrations, or other elements. Right now, the words are all that matters.
If an illustration is required to understand the story in a picture book manuscript, you can include a short illustration suggestion in the text. But use these sparingly! They should only be used if the illustration is a "punch line" or is absolutely necessary to understand the flow of the story.
Text continues and continues and continues and