

## WNBA/LA NEWSLETTER SUBMISSION GUIDELINES

Submissions are welcomed for the following sections:

- **Member tips:** short one/two liners that focus on a member's field of expertise—be that a writing genre, book publishing, marketing, anything around the world of books that might be helpful for other members.  
Length: max 40 words (2-3 short sentences)  
Along with your tip, please send a headshot and include a link to your professional website
- **Member news:** news and events related to every member's professional life. **No flyers or attachments please!**  
Length: max 100 words per piece.
- **Member services/requests:** anything pertaining to professional services rendered by our members or offered to our members; job listings/postings; questions relating to career or professional life. **No attachments or flyers please!**  
Length: max 100 words per piece
- **Member stories:** encompasses any type of short fiction (including novel excerpts, experimental literature, poems) and nonfiction (personal experience, opinion pieces, anecdotes, magazine articles, etc.)  
Length: max 3,000 words

**NOTE: Only two member stories per newsletter will be accepted. Selection is based on a first come first serve basis.**

### FORMATTING RULES:

**Please send all submissions in Times New Roman 12 point font!**

#### **1. Member news/Member Services/Member requests – Please paste info into email!**

State your full name in **bold**, followed by your announcement in the **first person "I"**—**single spaced. Italicize** titles of books, films, articles, etc. Please put **ONLY ONE space** after a period.  
Example:

**Kate Bookwoman**

My story, *Lees Ferry–Discover your Frontier Spirit*, has just been published in the February edition of the Travel Post Monthly. To read it, please visit: [www.travelpostmonthly.com](http://www.travelpostmonthly.com)

#### **2. Member stories – Please send as an attachment!**

State your full name, email address, and word count on the top left (**single-spaced; min. 1 inch margins in document**); 4 spaces down in the center, put the title of your work; 1 space down put

your byline; 2 spaces down begin the story (**double-spaced**). Indent paragraphs. Include page numbers, WITHOUT your name or the name of your story **at the top right of each page**. Please put **ONLY ONE** space after a period/semicolon.

Example:

Kate Bookwoman  
kate@wnba-la.org  
~ 3,000 words

Lees Ferry—Discover your Frontier Spirit

By Kate Bookwoman

High, dry, and lonesome, the valley stretches north into endlessness. East and west, sun-burnt sandstone cliffs and red-rock canyons rise into the crisp blue sky as the deserted two-lane highway meanders through a landscape of golden sagebrush, willows, and cottonwoods.

You'll find yourself in a place, so otherworldly, and at the same time so truly rooted in the spirit of the last frontier, in tales of adventure, tragedy, and triumph of the first settlers, that it has been called, "A portion of Earth's original paradise." Lees Ferry.

**PLEASE ADHERE TO THESE RULES! INCORRECTLY FORMATTED STORIES WILL NOT BE ACCEPTED. NO EXCEPTIONS.**

**PLEASE CHECK GRAMMAR & SPELLING BEFORE SENDING YOUR SUBMISSIONS to Inessa Freylekhman at [fengshuifromtheheart@yahoo.com](mailto:fengshuifromtheheart@yahoo.com)**

**THE SUBMISSION DEADLINE (ALL SUBMISSIONS) IS THE THIRD THURSDAY OF EACH MONTH! NO EXCEPTIONS.**

**YOU CAN DOWNLOAD A COPY OF THE SUBMISSION GUIDELINES ON OUR WNBA/LA WEBSITE UNDER THE HEADING "Newsletter archive."**

**Or visit: <http://www.wnba-books.org/la/Newsletter-Submission-Guidelines.pdf>**

For questions, concerns or suggestions, please contact Inessa Freylekhman at [fengshuifromtheheart@yahoo.com](mailto:fengshuifromtheheart@yahoo.com)