

## Turn the key on your next story

Short Story Clinic – 24 April 2021

Submission guidelines & commitments

Please read the following carefully!

By booking your place on this workshop, you are committing to:

- (a) Submitting a short story of up to 4,000 words
- (b) Submissions are to be correctly formatted (see Story Submission Guidelines below)
- (c) Submissions are to be sent to the Program Manager at NEWC no later than **10pm Friday**

**9 April 2021**

Please email your submission to: [newcprogrammanager@gmail.com](mailto:newcprogrammanager@gmail.com)

Email Title: Story Story Clinic – Submission – [your name]

As a workshop participant, you agree:

- i. that your story will be shared with other workshop participants
- ii. to read and prepare concise, constructive comments on all the other submissions prior to the workshop
- iii. to receiving feedback from Angela and the other participants in a non-confrontational manner (please download and refer to the Short Story Crit Clinic Guidelines)
- iv. to actively participate and to be present and on time for the entire workshop duration.

## Story Submission Guidelines

### Requirements:

1. Correct Formatting:
  - a. 12 point font
  - b. Times New Roman
  - c. Double Spaced
  - d. A single space after each full stop
  - e. 4000 word submission
  - f. 2.54cm margins all around the page – the standard formatting of a new Word doc should automatically create these.
  - g. If in doubt refer to: [Modern Manuscript Format | William Shunn](#)
2. Correct spelling and grammar.
3. No graphic sex or violence.
4. Observe the deadlines

## Refunds & Cancellations

No refunds will be issued on the basis of being unable to fulfil the commitments outlined herein.

No refund or argument will be entered into should the NEWC team judge that a manuscript does not comply with the guidelines.

No cancellation will be accepted after **10pm Friday 2 April 2021**