

# Manzanita Writers Press Guidelines for Anthology and Blog/Online Publication Submission

## General Instructions

- Submissions will be accepted beginning August 8, 2016. There is no deadline as works can be added to the blog. However, we would like submissions written or art/photography related to the Butte Fire to reach us in time to post work by September 3.
- All writers must submit their original works. Copy and Paste the Rights Statement in the body of the email with each submission (The Rights Statement is located at the end of the guidelines).
- Previously published work IS acceptable. The writer/artist must have attributions attached for all previous publication of this work.
- Cover letter, bio, and submission can all be included in the body of the email. Please send a photo with your bio. These may or may not be used in the anthology, but it's nice to have the author photo for news articles and promotion.
- Fill out, save, and attach the online submission form with contact information as a pdf file. See the submission form link below. Fill out and attach. Or you can print the form and mail it in with your submission copy.
- Electronic Submission preferred - except for regional art work dropped off at the gallery (see below)
- No Submission fee
- All entrants whose work is chosen for publication in print form will receive a print contributor copy as payment.

## General Submission Requirements

- E-mail submission and all submissions must include a **brief biographical statement** (50 words or fewer), **contact information (address, phone, email, website if available)** and **RIGHTS statement** (pasted into each submission email—copy and paste the RIGHTS STATEMENT located at the end the instructions).
- All written and art/photography work must be submitted by email and text must be imbedded in the email using Word, 12 pt. font. A photo or art image should be attached as a high resolution jpg file, one per submission email.
- Send a separate email for each submission.
- The Subject Line of the Email must include the words OTF (Out of the Fire)  
AND:
  - The genre of the entry (i.e. poetry, prose, or art/photography)
  - Last name, first name
  - Title of work
  - Example subject line:

OTF-Poetry-Smith, Sidney-Foothill Lament

## Poetry Submission Requirements

- Submit with spacing as the poem will appear on the page
  - Note: Unusual formatting of poems or unusually long lines may be problematic for print or eBook formatting
- Place poet's last name and title of each poem in top right corner
- Please type in "stanza break" if the poem continues to a second page
- Poetry must be 40 or fewer lines - lines should fit within a 5 ½" x 8" book format - watch line length
- Send poems directly to [manzanitawp@gmail.com](mailto:manzanitawp@gmail.com)

## Prose Submissions Requirements (Fiction/Nonfiction)

- Times New Roman, 12 pt. font, double-spaced
- Place the shortened title of the work, last name, and word count in top right corner of every page with pagination.
- Fiction or nonfiction must be 1,500 or fewer words.
- Prose word count does NOT include title and byline.
- Proofread all work carefully.

## Art/Photography Submissions Requirements

- Submit Color or Black and White Photography and Art Submissions by email
- Submissions can also be dropped off at the Manzanita Arts Emporium during business hours from 10-5 (closed Tuesday)
- 1211 S. Main St., Suite 110, Angels Camp, CA 95222
- If mailing to us by US Postal Service: PO Box 460, Angels Camp, CA 95222

For review, submit work for viewing or a link to art work to be viewed, or as an attachment as follows:

- JPEG (.jpg) high resolution, minimum 300 dpi. Maximum size: 5x7" inches.
- Mail photos or art images to Manzanita PO Box 460, Angels Camp, CA 95222 OR drop them off at the Manzanita Arts Emporium at 1211 S. Main St., Suite 110, Angels Camp, CA located in Historic Downtown across from the Visitors Center - send an image of the work as a jpg attached file for review.
- Note: Line drawings, charcoal, etchings, woodcuts, sculpture, collage, glass, ceramics, and other media are all welcome if a good digital photographic image can be made of the work.
- Color artwork may reproduce in grey scale or in color depending on the work submitted and editorial considerations.

- If work is selected, a larger file may be requested for layout and design.
- Submit work with excellent resolution and clarity.

## **Writer/Artist Notification**

- Manzanita reports on acceptance for publication via e-mail within 3 months of the deadline
- You may not receive verification of receipt of the work, so it is up to the contributor to confirm receipt with a query
- We reserve the right to edit work for errors. We may contact you if further editing is necessary
- Please promptly notify us of any address or e-mail changes throughout the reading period and beyond

For more information contact Monika Rose, Director and Editor, Manzanita Writers Press, [manzanitawp@gmail.com](mailto:manzanitawp@gmail.com) - 209-728-6171

## **Rights Statement**

Copy and paste the following Rights Statement in the body of your email submission document:

I certify that I am the sole copyright holder of the work described in the body of this email or material attached to this email, and that this work is my original creation. If this is a previously published work, I have listed publication attributions. By submitting the work to Manzanita Writers Press, I grant the press rights to publish the work in a forthcoming anthology, and in an archives or collection online for viewing on a website, in eBook or other format. In addition, I grant permission for my work to be shown for promotional purposes, in press releases, postings, ads, or other media in order to promote the publication and/or posting of the anthology and website. I also grant Manzanita Writers Press the right to match my work with artwork or photography according to editor decisions. If the work accepted and published in this collection is subsequently published in another forum or venue, I will credit Manzanita Writers Press with publication attribution. By pasting this statement into the email with my submission, I understand that Manzanita Writers Press has the above rights as described assigned to the work submitted.