



**SAN DIEGO WRITERS/EDITORS GUILD
RECOMMENDATION COMMITTEE ("THE SRC")**

PREVIEW PAGES SUBMISSION FORM

When Completed, mail to SDW/EG, P. O. Box 881931, San Diego, CA 92168-1931

Please print or type.

NAME: _____ E-MAIL _____ PHONE: _____
ADDRESS: _____

*(See **required** formatting guidelines on reverse.)*

Enclosed are four (4) copies of the first three (3) double-spaced pages of:

Title _____ Genre _____

Novel Short Fiction Memoir

Also enclosed is a \$20.00 check or money order payable to the San Diego Writers/Editors Guild and an (optional) stamped, self-addressed envelope for return of three copies of the preview pages.

I understand and represent that:

The title of the work, and my name do not appear on the pages I am submitting with this form.

I am a member of the SDW/EG, and I am the author of the enclosed Preview Pages and of the manuscript I intend to submit for consideration by the SRC. The Preview Pages are excerpts from the manuscript I intend to submit in accordance with the SDW/EG SRC Policies and Procedures.

If I have submitted more than three (3) pages with this Submission Form, I understand that the SRC will not consider pages in excess of three, and the extra pages will be discarded. If I have not submitted a postage fully pre-paid, self-addressed envelope, I understand my manuscript pages will not be returned to me and will be discarded.

After its review of my Preview Pages, the SRC may reject consideration of any additional pages until I have revised them and, upon rejection, the SRC will return my check or money order.

If my Preview Pages are accepted, the SDW/EG will negotiate the enclosed check or money order, and I will be notified to submit up to thirty double-spaced pages or three double-spaced chapters, whichever is less, for the SRC evaluation procedure.

If my Preview Pages are rejected, I may revise and re-submit them, but I have no right to dispute or appeal the findings of the SRC on its preview critique or any subsequent critique of my Preview Pages.

Dated: _____

[Signature of Author]

To be completed only by SDW/EG

Submission No. _____ Sent to Previewing Panel on _____

Received Previewing Panel Results on: _____ Author Notified on _____

REQUIRED FORMATTING GUIDELINES

Any submission not conforming to these guidelines will be rejected

Agents and editors may reject any submission simply because the manuscript contains formatting errors, which are considered the mark of an amateur. Therefore, submissions to the SRC must conform to the formats expected by agents and editors. Moreover, the following is tailored to the SRC requirement of author anonymity and the SRC's internal processing needs.

Margins	1" on all four sides
Spacing	Double space
Font Type and Size	Courier or Times Roman, Size 12 (SRC prefers Times Roman.)
First Page	About 1/3 down, indicate genre and whether it is a novel, short fiction or memoir. Omit title and name of author. Also type: "Submission No. _____"
Header on All Pages Except First Page	On right side of header, page number and "Submission No. _____"

SRC REVIEW SCORING ON MAXIMUM PAGES

The SRC reviews the Preview Pages, without scoring, to determine whether submission of the Maximum Pages will benefit the author. If the Preview Pages, which must be the first three pages of the Maximum Pages, are approved for review of the additional pages, the SRC evaluates the first three chapters or thirty pages, whichever is less. The evaluation is conducted on the basis of 50 components, such as: Does the first paragraph raise questions for the reader? Is the plot logical? Does the protagonist interest the reader? Every "yes" response received from the three-member evaluation panel is counted as one point. A total of 150 points are possible (3 members X 50 components). The following scores result in the recommendations indicated:

Highest Recommendation	140 or more
Highly Recommended	130 - 139
Recommended	115 - 129
No Recommendation	Less than 115

In addition, each panel member will be entitled to vote on whether the submission should receive any one of the foregoing recommendations, because, overall, the piece merited a higher recommendation than accounted for by the results of the individual components. The completed evaluation forms will be provided to the author.

To obtain a higher recommendation, the Maximum Pages can be revised and re-submitted. The re-submission will not require the Preview Submission, but it will require an additional \$20.00 evaluation fee. Meaningful revisions are required to be eligible for re-submission.

The full SRC procedures and forms are posted on the SDW/EG website at www.sdwritersguild.org.