Advice for Contributors

1. Contributions should be word-processed, double-spaced. Contributions must be provided in electronic form, by email to the address ouclj@law.ox.ac.uk. The only exception to electronic submission is where this would be impracticable or cause undue hardship.

One hard copy, double-spaced and printed on A4/letter paper (using one side of the page only), may accompany the electronic version. A hard copy should be supplied in addition to the electronic version wherever a contribution contains graphs, tables, or any other significant formatting.

2. Contributions may be provided in Word, WordPerfect or rich text format. Please virus check your disk before submitting it.

3. In the case of articles, an abstract of no more than 150 words, clearly summarising the arguments, should be submitted with the contribution. This will appear on the journal's website if the article is published.

4. The preferred lengths of contributions (including footnotes) are as follows:
   - Articles: 10,000 words (maximum limit); and
   - Case comments and book reviews: 2000-4000 words.

Well-written and concise contributions which exceed these limits will be considered by the Editors.

5. Contributors' autobiographical details should appear as the first footnote of each contribution, and include the name, academic and professional qualifications, institutional affiliation, current title and position for each author.


In particular, and in accordance with the Style Guide, contributors are asked to note the following style requirements:

- in each jurisdiction, the court should be referred to in parentheses after the case report citation in all instances where it is not obvious from the report series which court made the decision;
- where a case appears in several series of reports, only the official, or otherwise best, citation should be given (together with any neutral citation);
- where a case is only available electronically, if the court uses a unique court identifier, then that should immediately follow the name of the case, before the electronic source is noted;
- the full name of each journal to which reference is made should be used throughout the contribution;
- footnotes (not endnotes) should be used. Latin phrases ('supra', 'ibid' etc) are not permitted. Cross-referencing should be used sparingly, and span no more than 10 footnotes; and

7. The OUCLJ will **not consider** for publication contributions which have been submitted or accepted for publication elsewhere.

8. The Editors and publisher of the OUCLJ do not accept any responsibility for loss or damage to the hard copies or disks supplied. Regretfully, disks and hard copies cannot be returned.

9. It is the contributor's responsibility to ensure that all references and citations are correct, and that the contribution does not contain any material that infringes copyright, or is defamatory, obscene or otherwise unlawful or litigious.

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