

## **Manuscript Preparation for Accepted Authors**

Below are guidelines for preparing final manuscripts for publication in the New Mexico Law Review. Please provide a mailing address, telephone, and Email address. We ask you update this information as needed.

### **Abstract**

Include an abstract of approximately 100 words in a separate file. Abstracts of published articles are placed on the Law Review website.

### **Manuscript Format**

- Articles should be submitted as electronic MS Word format by email.
- Page Length, minimum 30 pages; maximum 75 pages, formatted to the specifications below.
- Standard Font, Times New Roman, 12 point.
- Text typewritten, double-spaced with footnotes at bottom of page. No endnotes please. Type manuscript flush left, not justified. No auto-hyphenation.
- Margins one-inch all around with pagination at bottom of each page.
- Number the pages and footnotes consecutively.
- Block quotations of 50 words or more should be single-spaced, indented 1" from both margins, with no quote marks around the text, footnote immediately following.
- Footnotes must conform to the New Mexico Law Review's official citation format: *The Bluebook: A Uniform System of Citation, 20th Edition*. Each footnote must be complete. Footnotes should be double-spaced, using 12 point Times New Roman font, and not justified.
- Title and author name(s) must appear on the first page of text. A brief author's biographical note (1-3 sentences) should be included as the first footnote.
- Tab set at 0.5-inch to indent the beginning of each paragraph and after period of letter/number in headings.
- Do a thorough spelling and grammar check before submission.
- All footnotes be properly linked to text using Word's footnote preparation function. To ensure automatic updating (as footnotes are often moved/added/deleted in the editing process), we ask that all cross-references (supra and infra ) within the notes be linked as well.

## Tables and Figures

Place each table or figure on a separate page from text, with an exact placement notation in text. Maximum size: 5" x 7.75" with all headings and notes within those dimensions. All items must be camera-ready or an original print for publication.

## Standard References

- Refer to *The Bluebook: A Uniform System of Citation (20th Edition)*, available from the Harvard Law Review Association, for proper legal citations and style questions. All footnote citations for each article in the NMLR must conform to The Bluebook.
- Refer to *The Redbook* for grammar and style questions.
- Use *Webster's Ninth or Tenth New Collegiate Dictionary* or *Webster's Third New International Dictionary* (unabridged) to check spellings, hyphenations, and usage questions.

## Accepted Manuscript

Upon acceptance of a manuscript for publication, authors must sign a Publication Agreement with the New Mexico Law Review. Authors may submit the final manuscript by Email in MS Word format. Please do not use automatic formatting, auto-hyphenation, style sheets, or outline functions. Contact our office if you do not have a compatible format.