

Well Versed 2016 Submission Guidelines

The Columbia Chapter of the Missouri Writers' Guild invites writers to submit original, unpublished works of poetry, fiction, flash fiction, and nonfiction to be considered for publication in Well Versed: Literary Works 2016, an annual anthology. Entries will be judged independently, by professionals in the three fields (poetry, fiction, and nonfiction). The authors of the judges' top choices will receive monetary prizes.

Submission requirements:

1. Entries must be unpublished at the time of submission
2. Entries must be the original work of the entrant
3. No entries containing pornography, graphic violence, explicit or gratuitous sex, and scatological content will be accepted. (Please keep all submissions PG)
4. This contest is open to all writers. Entrants are not required to be CCMWG members
5. **Fees:** CCMWG members pay no fee. The fee for nonmembers is \$5 per prose entry and \$5 for up to three poems. Checks should be payable to CCMWG.
6. Individuals are limited to three prose and five poetry entries. Entrants may join CCMWG for dues of \$15 for one year. Checks should be payable to CCMWG.
7. CCMWG assumes no responsibility for misdirected entries.

Submission formatting (*incorrect entries will be returned*):

1. Manuscript Formatting:

- Single spaced (don't add space between paragraphs unless it is an intentional story break)
- First line indent set to .3 (*not spaces*)
- No page numbers
- No header or footers in the document
- Written in Times New Roman 12 point font
- Standard document margins (1")
- Left justify paragraphs
- One space after end of sentences
- The author's name and contact information must not appear on the manuscript

2. Submission Email:

- A. Email subject line: Your Last Name, Categories you are entering
For example: Schulte, Fiction and Flash Fiction
- B. Email body: Well Versed 2016 submissions attached. (*do not* copy and paste submissions into the body of the email or they will be returned.)
- C. ONE cover sheet ***attached*** to the submission email as a separate document.
Must include:

- Name (as will be printed in the anthology)
 - Address
 - Telephone number
 - Email address
 - Author biography written in third person of 75 words or less
 - Each title submitted and the intended category
 - Word count for each piece submitted
- D. Each manuscript ***attached*** to the email in its own Microsoft Word document (Word 1997-2003 .doc).
- E. Document titles should read TITLE(dot)CATEGORY.
For example: If my manuscript is titled Clean Slate and I want to submit it into the Fiction category it would look like this when I save the file
CLEANSLATE.FICTION

Contest timeline:

1. All entries must be received via email (hard copy is not necessary) no later than **DECEMBER 15, 2015**
 - Nonmembers complete payment form, attach check, and mail to CCMWG, P.O. Box 7628, Columbia, MO 65205-7628
 - Email electronic copies (formatted as directed above) to wellversed2015@gmail.com. Subject line: Your Last Name, Categories you are entering
For example: Schulte, Fiction and Flash Fiction
2. Selected manuscripts and category winners will be announced on **APRIL 8th, 2016** via email and website
3. If selected, ALL entry changes must be received by **MAY 1st, 2016** (including name changes or biography changes). **Changes will not be accepted after that date
4. Well Versed 2016 will be released on **JUNE 5th, 2016**

Individual Category Guidelines:

Poetry

1. Poetry may be any form.
2. Poetry may address any subject (except explicit content as noted above).
3. Poems are limited to 100 lines.
4. Entrants are limited to five poems.
5. Each poem must be submitted on a separate page.
6. Lines should be single-spaced, with a double-space between verses.
7. Please note: A line width in the book is approximately 4.3 inches. If a line of your poem is wider than 4.3 inches in a 12 point font, it will be wrapped to the next line and may not appear as you expect.

Prose (Fiction and Nonfiction)

1. Entrants are limited to a total of three pieces whether fiction, flash fiction or nonfiction.
2. Prose will be limited to 2000 words; manuscripts over 2000 words will be returned.
3. Flash fiction will be limited to 150 words (flash fiction pictures options can be found on our website <http://ccmwg.org/wordpress/>).
4. Stories may be on any subject (except explicit content as noted above).

Judging

1. All submissions for publication are selected by independent judges, whose decisions are final.
2. The editor does not judge or select; the editor edits for publication.
3. Judges may award up to three places, at their discretion, and will select at least one “Judge’s Pick” in prose and poetry category.

Awards – Each Category when awarded by Judge are:

- 1st Place \$50
- 2nd Place \$30
- 3rd Place \$20
- “Judge’s Pick”

Flash Fiction

- 1st Place \$15
- 2nd Place \$10
- “Judge’s Pick”

4. Entrants whose work the judges submit for Honorable Mention will receive certificates.
5. For a list of winners, check CCMWG website ccmwg.org/wordpress after **April 8th, 2016**. Winners will also be announced in the CCMWG newsletter and at the CCMWG meeting.

By submitting to *Well Versed 2016*, you give permission for your story to be published unless you submit a withdrawal, in writing, by December 31, 2015. CCMWG purchases first rights. If your submission is chosen, payment upon publication is one copy of the issue in which the work appears, plus \$1.00 per piece accepted.