

The Missouri Trial Attorney Article Submission Guidelines (January 2018)

1. General Info

Submit articles via e-mail to The Missouri Trial Attorney Managing Editor Jeannie Brandstetter at jeannie@matanet.org, or Editor Brett Emison at brett@lelaw.com.

Deadlines will fall on the 15th of the month in February, May, August and November. In those months where the 15th falls on a weekend, the deadline will be the first business day following the 15th.

2. Required Length

Feature articles should be between 2,000 and 4,000 words in length. Opinion pieces should not exceed 600 words.

3. Software

Articles should be submitted as text files (Microsoft Word is preferred). Please do not send PDF files.

4. Citations: Use endnotes, not footnotes.

5. Photos and Illustrations

We welcome photos and illustrations. Graphics can draw the reader into your article and make it more interesting. Be certain to provide the name of the photographer or illustrator. You must have permission to use the artwork. Send us a digital file of the photo or illustration separately from the article. Do not embed them in the document. If the artwork belongs at a certain place in the article, indicate it by using arrows: <illustration/figure #1 goes here>

6. Author's Biography

The author's biography of up to 100 words should be placed on MATA's Contributors page. The bio should include the author's name; law firm name and city, position at firm (partner/associate), number of years in practice and a brief description of the author's practice and legal experience. Avoid use of superlatives in describing accomplishments and the dollar value of verdicts.

7. Article Summary for Table of Contents

Write a 50-75 word summary of your article for use on the Contributors page. Place it after the biography at the end of the article.

8. Author's Photo

We publish author photos. Please send a digital, high resolution headshot of the author (minimum 300 dpi). Small photos from web pages do not print well.

9. Author's Release

All authors must complete, sign and return the release below to:
The Missouri Trial Attorney Magazine
PO Box 1729
Jefferson City, Mo 65102 Fax: (573) 634-6382

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Author's Name:

_____.

Article Title:

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Signature: _____

Date: _____