



## NASHVILLE BAR ASSOCIATION

Improving the Practice of Law through  
Education, Service, and Fellowship.

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### NASHVILLE BAR JOURNAL SUBMISSION GUIDELINES

The *Nashville Bar Journal* is the official, bi-monthly publication of the Nashville Bar Association (“NBA”). Its purpose is to provide members of the NBA with information that will increase their knowledge of Tennessee Law, improve their law practices, and keep them informed of current issues relevant to the local Nashville legal community.

#### EDITORIAL APPROVAL

All printed articles must have the approval of the *Nashville Bar Journal* Committee of the NBA. The Committee has regular editorial meetings whereby all articles submitted are reviewed and openly discussed before they are accepted for future publication or are declined. Articles submitted are subject to editorial changes.

#### GENERAL FORMAT

The *Nashville Bar Journal* is published in a standard, full-color magazine format, 8.5 x 11 inches, averaging 40 pages per issue. Generally, each issue contains themed articles of local significance, as well as regular columns and departments.

#### SUBMISSION GUIDELINES

- Written by NBA Members only and be previously unpublished work.
- Must include a title, a full color headshot, and an author bio (no more than 50 to 100 words).
- **Feature Stories** should be limited to 900 to 1800 words in length including endnotes, if applicable (*no more than 10 endnotes total recommended*).
- **Editorials** (*articles that are not the Feature/Cover Story*) should be limited to 700 to 950 words.
- **Columns** should be limited to 625 to 650 words. No endnotes may be used.
- Send articles—in an editable Word document—and queries to [Jill.Presley@nashvillebar.org](mailto:Jill.Presley@nashvillebar.org), to be reviewed by the editorial committee. Authors will subsequently be notified if and when their articles are slated for publication in a specific issue of the magazine.
- Printed articles become the property of the NBA and may be reprinted with permission.

Opinion pieces may address any topic of law or legal practice—but may not contain language constituting an attack upon an individual, group, or organization—and may not promote individual products, services, or political candidates.

#### EXCEPTIONS

There are occasional cases where established guidelines may be waived and material need not satisfy all of the guidelines set forth above. Such submissions are evaluated on a case-by-case basis by the editors, who retain responsibility for story evaluation.

*NOTE: The Nashville Bar Journal reserves the right to refuse to publish articles that may harm the reputation of the Nashville Bar Association because of the content of the article or the reputation of the author in the community.*