

Unpublished Novel & Memoir Preliminary Judging Submission Guidelines

Deadline for Submissions: December 31, 2016

Judging in the Unpublished Novel & Memoir category is a two-step process. Entrants will submit the **first thirty pages** of their novel or memoir for preliminary judging. Finalists will be chosen from those entries and will be asked to send in their complete manuscript for final judging.

We start accepting unpublished submissions October 1, 2016.

Writers may submit more than one entry, but a separate submission fee and entry form must accompany each entry. The contest is open to San Diego County residents only. All submissions remain the literary property of the writer. Incomplete entries or entries received after the deadline will not be judged. Submissions received with postage due will be discarded and not judged.

Entry fee for each submission is \$30.00.

All entrants in the preliminary judging will submit three copies of the first 30 pages of a novel or memoir and three copies of a one-page synopsis of the entire work. In the synopsis, the entire story must be told from beginning to end.

Manuscripts submitted for the San Diego Book Awards preliminary unpublished novel and memoir category must follow these guidelines:

- * Be original.
- * Must not be previously published.
- * The author must not have previously published a complete novel or memoir.
- * Three copies of the first 30 pages submitted.
- * One cover page. The cover page should have the title of the work, the word count, the writer's name, address, phone number, and email address.
- * The writer's name and contact information may not appear anywhere but on the cover page and



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entry form.

- * One one-page synopsis that tells the complete story from beginning to end. Yes, you must reveal the ending! The synopsis may be single spaced.
- * Self-addressed stamped envelope (SASE) large enough and with sufficient postage for return of judges' comments and manuscripts. **If the SASE is not included, entry will be discarded after judging is completed.**
- * Completed and signed entry form and payment for each entry must be included.

Manuscript preparation guidelines:

- * Standard Word margins - 1" top and bottom, 1 1/4" each side. Double-space between all lines. Only one double space between paragraphs. Indent paragraphs five spaces. White paper only. 12 pt. font (Times New Roman, Times, or Courier) on one side of 8 1/2" X 11" paper. Do not include any artwork. One line header on each page starting with page 2: Title and Category on left side, page number on right side. Remember a "header" is at the top of the page.
- * Entrants name **MUST NOT** appear on any of the pages of the manuscript. Points will be deducted if your name appears on the manuscript pages. Your name may appear only on the entry form and cover page.
- * The pages should be held together with a larger paper clip or rubber band. Do not staple, put in a notebook, or bind in any way.

Submitting:

- * Three copies of the first 30 pages of a novel or memoir manuscript must be submitted.
- * Entry form: A completed, signed, and dated entry form, with entry payment (\$30.00 per entry) made payable to San Diego Book Awards, must accompany each submission.



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- * Write the submission category on the outside of the mailing envelope.
- * Mail to: San Diego Book Awards, PO Box 6487, Oceanside, CA 92052-6487
- * Notification: Finalists will be notified after the first round of judging is complete and will be asked to send in their complete manuscript for final judging. Guidelines for finalists will be given at that time. Be sure your entire manuscript is complete before entering the preliminary judging. Finalists will not have time to complete their manuscripts once preliminary judging is finished. All finalists and category winners will be honored at the awards ceremony in June 2017. Winners and finalists will be promoted on the San Diego Book Awards web site: sandiegobookawards.org.

DEADLINE: All 30-page preliminary entries, entry forms, and entry fees must be received by 12/31/16.

