

## INSTRUCTIONS TO AUTHORS

**Word Ways** is interested in receiving original articles (non-fiction, fiction or poetry) relating to recreational logology. All articles should be sent to the editor, A. Ross Eckler, Spring Valley Road, Morristown, New Jersey 07960.

It is only necessary to send one copy of an article. Although handwritten manuscripts are permissible, authors are strongly encouraged to send typewritten articles in order to ensure legibility. Crossword puzzles, diagrams and the like should be drafted in black or India ink in a form suitable for photo-offset reproduction.

In non-fiction articles, the responsibility for the accuracy of any statements rests primarily with the author. The general scope of any investigation should be defined: for example, a statement that words have been taken from the Merriam-Webster Collegiate dictionary or Unabridged dictionary, or place names taken from the Rand McNally Commercial Atlas or the Times Index-Gazetteer of the World. If a word or a name comes from an unusual source, this should be identified. Footnotes in general should be avoided; references can be given either in the text or at the end of the article.

Non-subscribers to **Word Ways** will receive a copy of the issue in which their article appears.

## INSTRUCTIONS TO SUBSCRIBERS

**Word Ways** is sent out under a second-class mailing permit. When a subscriber moves, the post office does not forward the magazine; instead, it returns the mailing label (not the magazine itself) and charges 30 cents for this service. A replacement copy must then be mailed to the subscriber's new address at third-class rates (88 cents in 1986). Since these costs are not reflected in the price of the basic subscription, it is necessary to charge an additional fee of two dollars for a replacement copy if **Word Ways** is not notified in advance (by February 1, May 1, August 1 or November 1) of an address change. **Word Ways** will continue to replace at no charge copies lost in the mail that were sent to the correct address.

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