

TO OUR CONTRIBUTORS

Our members are urged to submit articles for publication in the **BULLETIN**. Short items are desired for the department of General Notes, as well as longer contributions, especially pertaining to life-history, migration, ecology, behavior, song, economic ornithology, field equipment, and methods, etc. Local faunal lists are also desired, but they should be annotated, at least briefly, and should be based upon sufficient study to be reasonably complete. Authors are asked to include the common name, the scientific name (from the A. O. U. Check-List), and annotations, and they should be arranged in this order. The annotations should include explicit data concerning unusual species. Omit serial numbering.

THE MANUSCRIPT. The manuscript, or copy, should be prepared with due regard for literary style, correct spelling and punctuation. Use sheets of paper of good quality and of letter size (8½x11 inches); write on one side only, and leave wide margins, using double spacing and a reasonably fresh, black ribbon.

The title should be carefully constructed so as to indicate most clearly the nature of the subject matter of the contribution. Where the paper deals with a single species it is desirable to include in the title both the common and the scientific names, or, to include the scientific name in the introductory paragraph. Contributors are requested to mark at the top of the first page of the manuscript the number of words contained. This will save the editor's time and will be appreciated.

Manuscripts intended for publication in any particular issue should be in the hands of the editor sixty to ninety days prior to the date of publication.

ILLUSTRATIONS. To reproduce well prints should have good contrast with detail. In sending prints the author should attach to each one an adequate description or legend.

BIBLIOGRAPHY. The scientific value of some contributions is enhanced by an accompanying list of works cited. Such citations should be complete, giving author's name, full title of the paper, both the year and volume of the periodical, and pages, first and last.

PROOF. Galley proof will be regularly submitted to authors. Page proofs will be submitted only on request. Proof of notes and short articles will not be submitted unless requested. All proofs must be returned within four days. Expensive changes in copy after the type has been set must be charged to the author.

SEPARATES. The Club is unable, under present financial conditions, to furnish reprints to authors gratis. Arrangements will be made, however, for such reprints to be obtained at practically cost. The cost will vary somewhat with the nature of the composition, but will depend mainly upon the number of pages. A scale of rates is appended which will serve as a guide to the approximate printer's costs.

If a blank page is left in the folding this may be used for a title page, which will be set and printed at the rate indicated. If a complete cover with printed title page is desired it may be obtained at the rate shown in the last column. All orders for separates must accompany the returned galley proof upon blanks provided. Orders cannot be taken after the forms have been taken down.

Copies	2	4	8	12	16	20	24	28	32	36	40	Cover
50.....	\$1.25	\$2.00	\$3.50	\$4.75	\$6.00	\$7.75	\$8.50	\$9.75	\$11.00	\$12.25	\$13.50	\$2.50
100.....	1.50	2.25	3.75	5.00	6.25	7.50	8.75	10.00	11.25	12.50	13.75	2.75
200.....	2.00	2.75	4.25	5.50	6.75	8.00	9.25	10.50	11.75	13.00	14.25	3.00
300.....	2.75	3.50	5.00	6.25	7.50	8.75	10.00	11.25	12.50	13.75	15.00	4.00
400.....	3.25	4.00	5.50	6.75	8.00	9.25	10.50	11.75	13.00	14.25	15.50	5.00
500.....	3.75	4.50	6.00	7.25	8.50	9.75	11.00	12.25	13.50	14.75	16.00	6.00

Repaging—25c per page extra. Title Page—\$1.25.