

Dear Marco Island Author,

It's time to submit your manuscript(s), either prose or poetry, for inclusion in the next Marco Island Anthology. This year we have an enthusiastic committee, Jennie Weckelman, Melody Highman, and Michael Meguid who look forward to your submissions. We encourage two submissions per author. The cost per submission is \$10 (see instructions below) which allows you to receive one complimentary copy of the printed Anthology for each submission and provides the capital to produce the book without depleting our treasury.

Please note the manuscript format requirements. If the format is not correct your submission will be returned to you for reformatting before we can accept it:

- One inch margin all around.
- Maximum 3000 words (if making two submissions, whether prose or poetry, the maximum total of words allowed is 3,000 for both submissions; each can be divided between the two any way that works for the author)
- Font size 12, either Times New Roman or Arial.
- Double space, including between paragraphs (i.e., 4 spaces)
- Please submit each story or poem, as an attachment only, not in the body of the email to: [Marcoislandwritersinc@gmail.com.and](mailto:Marcoislandwritersinc@gmail.com.and) put ANTHOLOGY as the Subject of the email.
- Each should be a separate entity, word.doc or a pdf program file, and the file named to match the name of the manuscript [abbreviated] & your last name.
- Please use a footer for each page and insert page number, your name and manuscript name.
- Send check to: **MIW C/O Elizabeth Perdichizzi, 1200 Butterfly Court; Marco Island, FL 34145** and be sure to mark the Memo spot as being for the **ANTHOLOGY**. **Do not mix your dues or any other amount into the check.** You may also call Joanne Tailele and she can take a credit card payment.
- We need your initial **submission & funds by June 10** but we would appreciate them as soon as possible in order to avoid your reviewers experiencing unnecessary angst.

- Each committee member will read your submission and score it according to the Rubric attached. Marco Island Writers developed the Rubric as a guide to authors as well as to ensure objectivity and fairness in assessing your manuscript.
- Your work will be returned to you and you will be given a final submission deadline in which to make suggested improvements, or not, as you see fit.

One committee member, the contact person, will send you the rubric score and a summary from the three reviewers. We hope you will consider their comments before you resubmit your work, knowing that we only send constructive comments to help improve it. If you feel you need help with your manuscript please go to the MIW website and access the Resources page where you will find contact information for members who specialize in helping (for a fee). They usually give our members a special rate. We do expect punctuation and spelling to be thoroughly scrutinized and double checked by you before submission.

We are excited about the new Anthology and are looking forward to receiving your stories or poems.

Sincerely,

Dr. Michael Meguid, Chairperson  
Melody Highman & Jennie Weckelman,  
Committee Members, Anthology Action Committee  
Marco Island Writers, Inc  
[marcoislandwritersinc@gmail.com](mailto:marcoislandwritersinc@gmail.com)