

# ***BULLETIN OF SPORTS LAW AND POLICY***

## **Guidelines for Authors**

### **AIMS**

*The Sports Law and Policy Bulletin* aims to provide commentary, documents and critical analysis from all over the world on a wide range of topics relating to sport. The *Bulletin's* interdisciplinary approach analyses developments in legislation and case law on the one hand, while also taking into account economic, sociological, and other non-legal developments.

### **SUBMITTING MANUSCRIPTS**

All manuscripts should be submitted by e-mail to the Editorial Office of *The Sports Law and Policy Bulletin* at: [info@sportslawandpolicycentre.com](mailto:info@sportslawandpolicycentre.com).

Contributors will be informed of deadlines for the submission of material for publication.

Submitted manuscripts are understood to be final and not preliminary. Articles submitted for publication should not have been published and should not be under consideration for publication elsewhere.

The policy of the *Bulletin* is to carry out blind peer review without revealing the identity of the authors. For this reason authors are required to submit two copies of their work, one with their names included and one without. All the references in the text that may lead to the disclosure of the authors' identity should be replaced with XXX.

The Managing Editors reserve the right to make alterations as to style, punctuation, grammar etc. Proofreading will be the responsibility of the Editorial Office. Proofs are sent to authors for correction of typesetting errors only. Authors will be charged for any other corrections.

### **GUIDELINES FOR STYLE**

#### **□ SPELLING**

Manuscripts should be written in standard English and with consistent spelling. Spelling should be checked electronically using the English UK spell check function. In particular care should be taken not to confuse English and American spellings, for example 'Organisation' should be used rather than 'Organization'.

In the main text dates should also be presented in English style, e.g. 18 October 1971.

#### **□ CAPITALISATION**

In accordance with normal practice, all major words in a title of a work should be capitalised as well as proper nouns (names) and adjectives derived from proper nouns such as '*Italian*'. Letters in abbreviations such as EU should also be capitalised, as well as the first letter of words such as 'State' and terms such as 'Member State'.

□ **SUB-HEADINGS**

Articles may be divided into subsections using standard numbering rather than roman numerals. Sub-sections may be further sub-divided using decimal points, e.g. 1, 1.1, 1.2, 1.3...etc.

All initial sub-headings should be in font type 'small caps', e.g. 1. THE MEMBER STATES.

Subsequent section headings should be italics with only the initial letter capitalised, e.g. *1.1 Italy*.

After this, further division of sub-sections should be denoted in the following way:

*1.1*

*1.1.1*

*1.1.2*

*1.1.3*

□ **ITALICS**

Authors should employ italics with care. These should only be used in cases where a foreign (i.e. not English) word or phrase is used i.e. *ipso facto* and *et al*.

~ **LAYOUT AND SPACING**

All articles should be laid out as follows.

A4 format, Times New Roman 11 and footnotes in Times New Roman 9.

The name of the contributor should appear left justified at the head of the first page. The title of the article should also be left justified and appear two lines below the name of the contributor. The abstract should be seven lines below this and be fully justified.

Two lines should be allowed between the end of each sub-section and the heading of the next, whereas only one line should be allowed between the subheading and the beginning of the sub-section itself. Where subsequent sub-division is employed, one line should be allowed between the end of one section, the title of the second sub-heading, and the beginning of the next sub-section.

All material should be single-spaced, fully justified, and single-sided.

The initial paragraph of any section should be left justified, whereas the first line of subsequent paragraphs should be indented.

~ **CITATIONS AND FOOTNOTES**

Citations should not appear in the text but in footnotes.

Footnotes should be numbered consecutively and appear at the bottom of the page.

□ **ARTICLES**

Articles in footnotes should be cited in the following way:

initials and surname of author(s), title of article in single inverted commas, journal reference (title of journal abbreviated in italics, volume number, year of publication), page reference (without p.)

**Example:** M. Colucci, 'Sports Law in the European Union', *RDES*, vol. 2, 2007, 461.

Journal titles can be abbreviated according to international standard abbreviations. If the journal, which the contributor wishes to cite, is not listed in these guidelines the editorial office invites he/she to propose a suitable abbreviation.

#### □ **BOOKS**

Books should be cited in the following way:

initials and surname of the author/s, title of book in italics, edition, place of publication, publisher, year, and page reference,

**Example.** E.F. Schumacher, *Small Is Beautiful*, New York, Harper Torchbooks, 1973, 68.

#### □ **INDIVIDUAL CONTRIBUTIONS TO EDITED COLLECTIONS OF PAPERS**

They should be cited in the following : initials and surname of author, title of contribution in single inverted commas, initials and surname of editor/s, title of book in italics, place of publication, publisher, year, page reference.

E.g. B. Brooks, 'De-regulating the Labour Market: Reflections on the New Zealand Experience', in C. Engels and M. Weiss (eds.), *Labour Law and Industrial Relations at the Turn of the Century - Liber Amicorum in Honour of Prof. Dr. Roger Blanpain*, The Hague, Kluwer, 1998, 134.

Citations to cases should follow the style of the country of origin, including the date of the case, except for cases from common law jurisdictions. The name of the jurisdictions and of the review or law report in which the case is published should be included in italics. The names of the parties in cases from common-law jurisdictions should be in italics. The abbreviation 'v.' (for versus) should be in roman typeface:

E.g. HR 14-4-1989, NJ 1989,469

*Lord Napier and Ettrick v. Hunter* [1993] 2 *WLR* 42, [1993] 1 *Lloyd's Rep.* 197.

Cross-references should preferably not use 'above' and 'below' but rather '*supra*' and '*infra*'