

Your Name
First Line of Address
Vancouver, BC V5N XXX
(778)XXX-XXXX
email@address.com

X,000 Words

"Title"

by

Your Name

This is the beginning of your story, article or book.

Double-space your story and write in a standard font such as Courier or Times New Roman. Ten- or twelve-point fonts are the standard sizes. Of course if the magazine has different submission guidelines, you should follow those.

Indicate space breaks with a centred hashtag, like this:

#

Then we can start a new section of the work.

This may sound weird, but if there are words or phrases you wish italicized, in manuscript form these are generally underlined. The publisher will usually convert them into italics.

Number your pages and include your name at the top in the header. This is standard, though it's okay to check guidelines.