

Dayton Bar Briefs EDITORIAL POLICY

Dayton Bar Briefs, published monthly from September through June and once during the summer, is for lawyers and law students and other legal professionals, who are members of the Dayton Bar Association. *Dayton Bar Briefs* helps lawyers stay current and share in-depth information on the latest legal developments, issues and trends with their colleagues around the greater Dayton area. *Dayton Bar Briefs* publishes practical and procedural articles on Ohio law and theoretical and philosophic articles on legal topics. Articles of broad interest to the Dayton bar are preferred.

The editorial policy of the *Dayton Bar Briefs* is under the supervision of its Board of Editors (the *Dayton Bar Briefs* Committee) and is implemented by the editor. The provisions of the policy are:

All submissions to *Dayton Bar Briefs* are subject to approval by its Board of Editors.

Articles are judged on importance of topic, accuracy, clarity, timeliness and writing style. Articles not written in standard expository style are not accepted. Do not submit briefs, summaries, outlines or memoranda.

The Board of Editors reserves the right to require rewriting or editing as a condition of publication. The editor reserves the right to edit all material.

No compensation is paid for submissions.

DBA members are given special consideration in submitting articles for the magazine.

No topic may be “reserved” for an author who indicates either verbally or in writing that the author intends to submit an article on a particular topic.

Statements or expressions of opinion appearing in the magazine are those of the authors, and not necessarily those of the Association, *Dayton Bar Briefs* or the editor.

The editorial goal of *Dayton Bar Briefs* is to provide DBA members with a forum for the discussion of all viewpoints. However, the Board of Editors reserves the right to reject any manuscript at its discretion.

An author may request the reconsideration of a manuscript that has been declined for publication in *Dayton Bar Briefs*. The request must be made in writing to the Board of Editors, and the decision of the board is final.

Feature Articles (Substantive articles from DBA Committees)

Feature articles must be relatively brief, no longer than 10 pages, double-spaced on 8 ½” by 11” paper, including footnotes. Longer articles are accepted under exceptional circumstances only. Please provide a copy by e-mail to sclick@daybar.org. You can also submit a copy by regular mail. Please include a paper copy of the article, as well as an electronic copy on CD, if possible. Manuscripts and disks will not be returned.

Please include a title.

Letters to the Editor

Letters to the editor must relate to a topic that was published in *Dayton Bar Briefs* and are published on a space-available basis.

Letters should not exceed 250 words and are subject to editing to length.

Letters should address topics in *Dayton Bar Briefs*; they should not be personal attacks on others.

Dayton Bar Briefs does not publish letters that endorse political candidates.

Dayton Bar Briefs does not publish letters that are defamatory and/or in poor taste.

All letters are subject to the approval of the *Dayton Bar Briefs* Board of Editors.

Editor may limit the number of letters published on a single topic and may choose letters that provide different perspectives.

Book Reviews

Writers may review new books, electronic media or other legal resources that help members with the practice of law. Reviews can be on practical, scholarly, theoretical or entertaining subjects. The goal is to include a variety of subjects.

Reviews must include title, author, date of publication, how to obtain the book, number of pages and price.

Reviews should discuss accuracy and completeness of the content of the book; readability and organization; usefulness to practitioners; and personal thoughts/opinions.

Reviews should not exceed 500 words.

Reviews are published in the “Gavel Reviews” section of *Dayton Bar Briefs*.

Reviews are subject to the approval of the *Dayton Bar Briefs* Board of Editors and are published on a space-available basis.

“In My Opinion” or “From the Membership” submissions

Submissions to the *Dayton Bar Briefs* “In My Opinion” or “From the Membership” column are judged on importance, timeliness and relevance.

Submissions may not include political endorsement or attacks on others.

All opinion submissions are subject to the approval of the *Dayton Bar Briefs* Board of Editors.

Submissions should not exceed 1,000 words.

Copyright

A manuscript belongs initially to the author. However, it is understood that once a manuscript is accepted for publication in the *Dayton Bar Briefs*, copyright is transferred to the DBA. The DBA agrees that its ownership of the copyright will not preclude the author from having full use of the article. The author may have it reprinted in other publications or used for other ethical and lawful purposes.

Circulation

Dayton Bar Briefs is a publication of the Dayton Bar Association. Circulation of more than 1,500 includes lawyers, law school student members, law libraries, local and state bar associations and other law-related groups.

Publication schedule

Dayton Bar Briefs is published monthly from September through June and once during the summer and is mailed the first week of each month of issue.

Send manuscripts to: Stacy Click, Director of Publications and Design, *Dayton Bar Briefs*, Dayton Bar Association, 600 Performance Place, 109 N. Main St., Dayton, OH 45402. Prospective authors may call for further information 937-222-7902 or e-mail sclick@daybar.org. Please include your complete address and telephone number with your manuscript.