

Carolina Gardener Writers' Guidelines

1. Article queries should be made to Howard E. Covington Jr. at *Carolina Gardener*, P.O. Box 4504, Greensboro, N.C. 27404 or by email at hcovington@carolinagardener.com. All queries will be answered as soon as possible.
2. Due to the nature of our content and production schedule, the usual deadline for copy and photos is 120 days ahead of the publication date. (i.e., a story in Jan/Feb issue, which goes into production in early November, would be due no later than September 1.)
3. Average length of feature articles is 800 to 900 words, but lengths will vary based on subject and illustration needs. Story length will be set at the time of assignment. Any change in story length or deadline must have prior approval. Sidebars, captions and other accompanying material are considered part of the story.
4. Compensation will be agreed upon at the time assignment is made. The normal arrangement is for one-time, first-publication rights. *Carolina Gardener* is not responsible for travel or phone expenses.
5. Articles must be submitted as electronic files on a floppy disk, CD or via email to editor@carolinagardener.com. The preferred format is MS Word.
6. *Carolina Gardener* follows the *AP Stylebook*. Any questions, contact Howard Covington at (800) 245-0142.
7. Where applicable, a plant material source list must accompany article. We prefer sources in the Southeast. Other sources are welcome. Please list alphabetically and include mail address, phone number and Website details.
8. Photo transparencies are the preferred medium. Digital images are accepted if cameras can provide quality and detail.
9. Any illustrations should be original art or precise photocopies. No faxes.
10. Photos accompanying article should offer as wide a selection as possible (i.e., vertical as well as horizontal shots) to provide the greatest flexibility in layout and presentation. If article is plant specific, include close-ups as well as long shots that illustrate how a plant is used in the garden. If article includes quotes from a person or is about a person's garden, photo collection *must* include image of the person.
11. Each article must be accompanied by photo of writer, for use as the end of the article. A selection of images "in the garden" is preferred.
12. Payment is made on the 15th of month of the issue date. (i.e., contributors to the September/October will be paid on September 15.
13. *Carolina Gardener* magazine is not responsible for the return of unsolicited manuscripts, slides, pictures, diskettes, CDs, or any other medium or material.