

Submission Guidelines

SUBMISSION PERIOD DATES

Memoir Journal has two submission periods a year. The first submission period begins on May 1st at noon Pacific time and will end on August 16th at noon Pacific time. The second submission period begins on November 1st at noon Pacific time and will end on February 16th at noon Pacific time.

HOW TO SUBMIT

- Read the Submission Guidelines below.
- Submit online with our Submission Manager or submit by snail mail to *Memoir (and)* Submissions, 1316 67th Street, Unit 8, Emeryville CA 94608. To be advised of the status of your snail mail submission, include an SASE, or your email address.

SUBMISSION GUIDELINES: THE BASICS

PLEASE READ OUR SUBMISSION GUIDELINES CAREFULLY. FAILURE TO ADHERE TO OUR GUIDELINES WILL RESULT IN YOUR SUBMISSION BEING INELIGIBLE FOR OUR CURRENT CONTEST AS WELL AS BEING INELIGIBLE FOR PUBLICATION.

WHAT TO SUBMIT

Memoir (and) publishes memoirs in many forms. With each issue, we strive to include a selection of prose, poetry, graphic memoirs, narrative photography. No submission is too unusual or traditional to be considered for publication.

CONTESTS

In each of our two yearly submission periods, we select the most outstanding submissions and award five prizes:

Memoir (and) Prize in Prose or Poetry

- Grand Prize: \$500
- Second Prize: \$250
- Third Prize: \$100

Memoir (and) Prize for Graphic Memoir

- Grand Prize: \$100

Memoir (and) Prize for Photography

- Grand Prize: \$100

There is no fee to enter. All works submitted are automatically entered and eligible to win.

WHERE TO SUBMIT

We strongly prefer to receive submissions via our online Submission Manager. Snail mail submissions may be addressed to: *Memoir (and)*, 1316 67th street, Unit 8, Emeryville, CA 94608. **We will not accept submissions via email.**

SUBMISSION GUIDELINES: ALL CATEGORIES

1. Only one submission per person per reading period.
2. Please submit **either**:
 - Prose (one submission, maximum 10,000 words) **OR**

- Poetry (maximum of five poems of any length, placed in a single document)
OR
- Graphic memoir (one submission that will fit on no more than twenty 7" x 10" pages) **OR**
- Narrative photography (up to five images)

3. We do not accept submissions **previously published** in print or on the web. (Note: a personal blog is not considered “publication.”)

4. We **DO** accept simultaneous submissions.

5. Prose and poetry submissions **MUST** be formatted as .doc, .rtf, .pdf or .txt files. **WE DO NOT ACCEPT ANY OTHER FILE TYPES.** Sending other file types will result in the rejection of your submission. We regret this strict policy, but it exists because we have software limitations and we must be able to open your submission.

6. Upon publication, we purchase **one-time six-month rights**, and pay with three complimentary copies of the journal in which your piece appears, as well as a one-year subscription. We do not give monetary compensation unless you are a contest winner.

FORMATTING FOR BLIND READING

Memoir (and) engages in “**blind reading**” of submissions. Blind reading is the process wherein an author’s name and publishing history are not attached to the submission so editors are “blind” to these details when reading, thus creating a level playing field for all submitters.

Any submission with **contact information** on the work itself will be ineligible for publication.

NOTE: Your name may appear within your memoir in the context of the story, but may not appear on a title page or as a header or footer anywhere in your document.

SUBMISSION GUIDELINES: PROSE AND POETRY

1. When submitting via our online Submission Manager do not include your name **anywhere** on your document itself. Your contact information is registered in our submission database and will remain tied to your submission.

2. When submitting via snail mail, you must include a cover sheet with your name, address, email, phone number and the title of the piece. (Note: Please do not fold or staple your submission as this prevents us from scanning into our database for review).

3. Whatever method you use to submit, so that we may conduct a blind reading, please include only the title of your piece and the page number on each page of your manuscript.

4. All prose pages should be double-spaced; poetry may be single-spaced.

5. Please include a self-addressed, stamped envelope **ONLY** if you do not provide an email address.

6. Manuscripts **will not** be returned.

7. If you submit by snail mail and would like confirmation that we have received your work, please include a self-addressed stamped postcard and we’ll put it in the mail once we receive your submission.

SUBMISSION GUIDELINES: IMAGES

1. Please submit one graphic memoir, or up to five photographic images.
2. Our online Submission Manager only accepts files up to 500 KB in size. Please upload a lower-quality non-source file for us to view. If you have a file or group of files over 10 MB in size, please email us to set up a way to transfer files.
3. For multiple-page submissions, please submit one file per page and include the page number in each file name. Please be advised that when going to print, we will need your files in the following formats:
 - a. Resolution:
 - Photograph and grayscale images: 300–600 ppi at 6" wide
 - Black and white and/or line art: 600–2400 ppi at 6" wide (higher resolution preferred)
 - b. TIFF, EPS or highest resolution JPEG (for scanned images) files only.
 - c. When exporting files from their native software application, please make sure that the compression feature is deactivated.