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1. Contributions should be word-processed or typed using 1.5 spacing, and printed on one side of A4 or 8.5 x 11 paper. They should be ca 5000 words in length, although shorter and longer pieces will also be considered.

2. Articles should ideally be produced in electronic form (e.g. as a Word.doc, or .rtf format if using a Mac). Please send your article as an email attachment to editor@morrissociety.org, or on a floppy disk or 're-writable' CD (e.g. CD-RW), marked for the attention of the Editor, J/WMS, to The William Morris Society, Kelmscott House, 26 Upper Mall, Hammersmith, London w6 9TA, United Kingdom.

3. Contributions in hard copy only are also accepted, and may be sent to the same address.

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5. Notes. These should be numbered consecutively and should appear at the end of your article. Please avoid using the automatic note-numbering facilities available with some word-processing packages, as they slow down final editing considerably. Instead, please cite all references in your text by superscript (e.g. ¹), and list them at the end of the article, in normal script, under the heading NOTES.

6. Quotations. Refer where possible to primary rather than to secondary sources, and give all direct quotations in single quotation marks. Quotes within quotes should be identified using double quotation marks.

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lected Works of William Morris. London: Longmans, Green and Co., 1910–15, xv, pp. 212–13. If no specific citation, please give number of pages in book (e.g. 364 pp.).

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