SUBMISSION GUIDELINES:

The redesigned Journal features compelling content and dynamic design. It showcases issues important to the GCV, the work of its committees and clubs and GCV-produced events. Well-written and well-researched articles are further enhanced by good quality, high-resolution photos designed to strengthen the Journal’s overall impact and aesthetic. Please review the following guidelines:

• The Journal welcomes submissions by GCV committees, clubs, and club members, as well as article ideas related to the organization’s mission and its initiatives and events. Additionally, the Journal welcomes article ideas.
• As a matter of editorial policy, all submissions will be edited for clarity of expression, space, accuracy, style compliance, grammar, syntax, structure and messaging.
• Unsolicited material will be considered, but submission does not guarantee publication.
• Prior to writing or submitting an article, it is highly recommended contacting either the Journal editor or your GCV District Journal Liaison. Contact information is listed below.
• SNIPS is a section in the Journal that highlights the work of GCV clubs and committees. For more information, see following page.
• All writers are expected to thoroughly fact check, spell check and proofread their submissions, including all proper names, dates, events, etc.
• All submissions must include a title, byline, author’s club and GCV position, if relevant.
• All articles must be submitted in Word and emailed as attachments to the Journal editor. Please do not submit as pdfs, in Pages, Notes or as text in an email.
• Please adhere to deadlines indicated on the following page.

PHOTO SUBMISSION GUIDELINES:

Photos equally drive the Journal’s content. All submissions must be accompanied by good quality, suitable photos that appropriately illustrate the article. All photos must be at least 1 MB and can be horizontal or vertical orientations. iPhone shots are welcome as long as they are emailed as “actual size.” Several photos should be submitted with each article. A caption (containing details describing the photo) and photo credit (identifying the photographer) must accompany each photo. For photo assistance, contact Edie Hessberg, GCV Photographer, at ediehessberg@gmail.com

CONTACT INFORMATION: Madeline Mayhood, Journal Editor, madeline7@gmail.com or journal@gcvirginia.org. Or call 804-387-2297.
**PUBLICATION SCHEDULE & DEADLINES:**

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"Snips" highlights the work of GCV’s committees and clubs:

- **Committee articles**: Articles on the work of GCV’s committees are highly encouraged and will be published on a rotating basis. It is advised that committee chairmen contact the Journal editor prior to submitting. Maximum word count is 700 and must be accompanied by good quality, high resolution photos (1 MB minimum).

- **Club articles**: Articles on the work of GCV clubs are highly encouraged. Events, projects and programs that have recently occurred will be considered for publication. Submissions should be coordinated with GCV District Journal Liaisons, and contacting them prior to submitting an article is advised. Word count maximum is 225; all submissions must be accompanied by good quality, high resolution photos (1 MB minimum).

**GCV DISTRICT JOURNAL LIAISONS:**

- **District 1**: Madeline Mayhood, James River GC (madeline7@gmail.com)
- **District 2**: Nancy Inman, Albemarle GC (nancy.inman@gmail.com)
- **District 3**: Louise Freeman, Three Chopt GC (louisegilbertfreeman@gmail.com)
- **District 4**: Katherine Knopf, Roanoke Valley GC (bradorkath@cox.net)
- **District 5**: temporary - Madeline Mayhood, James River GC (madeline7@gmail.com)
- **District 6**: Deneen Brannock, Augusta GC (deneen_brannock@comcast.net)

For questions, please contact: journal@gcvirginia.org or madeline7@gmail.com