



## Criteria for submitting guest editorials for *Business News*

1. Guest editorials should be issue-oriented articles. They should focus on issues that are of interest to the business community or provide the business community with useful information.
2. Guest editorials should not be designed to promote a specific company, organization, product/service, or event.
3. Guest editorials should be submitted by the stated deadline.
4. The St. John's Board of Trade reserves the right to edit submissions to Business News, both for content and to suit our consistent format.
5. Guest editorials should be between 500 – 600 words.
6. The Business News editorial board *requests* that a photo of the editorial author be submitted (if available). Otherwise, a photo related to the article topic will suffice.
7. We request that you confirm in writing with the Business News copy editor that you will be submitting an article for a specific issue of the magazine. E-mail confirmation is preferred.
8. Guest editorials should be submitted in electronic format (preferably MS Word) via e-mail and should not include formatting.

For more information please contact:

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