

## Contest Submission Guidelines

Submissions are accepted until **11:59 p.m. on Friday, April 1**. To submit to the contest, format your work along the following guidelines.

- Refer to the following length requirements:
  - For fiction or non-fiction essays, submit one piece between 1,000 -10,000 words.
  - For poetry, submit up to three poems.
  - For plays, submit a one-act play of no more than 20 pages in standard play format.
- Multiple submissions are not allowed. Please submit only one piece.
- If submitting prose, please use a standard 12 pt. serif font (such as Times New Roman or Garamond) and one-inch margins. Double space.
- Submit your documents in .pdf format
- As the contest is judged blind, please remove all identifying information from your submission files (i.e., please don't put your name on your documents).
- Simultaneous submissions and previously published works are both great. Just please let us know if your work is accepted elsewhere and/or where it was published previously.

Once your work is formatted for submission, **email your .pdf file(s) to the Office for**

**Sustainability: [wmu-sustainability@wmich.edu](mailto:wmu-sustainability@wmich.edu).**