



Community Writes Submission Guidelines

Overall Goal of the Community Writes: Community Writes is an ongoing opportunity for writers to respond to quarterly prompts and see their work published online.

Specific requirements for the submissions:

Writing

- Submissions are accepted year-round.
- Writing is accepted in the categories of fiction, nonfiction, essay, memoir, and poetry.
- Up to 800 words, focused on the monthly prompts
- Three submissions per writer per quarter
- Document style: 12-point font, double-spaced, 1-inch margins
- Document file format: .doc, .docx, or .txt. File name should be the title of the submitted piece.
- Each submission should also include a non-copyrighted image to go with the writing if possible. There is an additional upload in the submission form.
- If you do not follow the guidelines, thus disqualifying your submission, you may receive a message inviting you to resubmit. If you choose to resubmit, it will be subject to the \$5 fee.
- The Hoffman Center reserves the right not to publish material that goes against its mission as a community arts organization.

Who Can Submit:

- Writers with a connection to the Northern Oregon coast: either as a full-time, part-time, or former resident of Clatsop or Tillamook County; or as a frequent visitor.
- The biographical statement must be under 50 words and clearly indicate the author's connection to the North Oregon Coast.
- While we discourage anonymous submissions, we recognize there are instances in which writers may feel compromised by identifying themselves. We will consider requests to publish such pieces on an individual basis.

How to Submit:

- All work must be submitted electronically, including the \$5 submission fee.

- Non-compliance with requirements may result in the pieces being declined.
- Submission fees help support submission management.

Who Makes the Decision:

- Program leads make the decision to decline a submission if necessary.

What Submitters Can Expect

- Contributions will be published as received, on a rolling basis.
- Entries will be lightly edited, with corrections for typos, misspellings, and grammatical errors. Images will be cropped to fit the website system.

Who to Contact:

- For questions, contact hoffmanwritingprograms@gmail.com.