

## NOTICE TO CONTRIBUTORS OF ARTICLES.

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In reply to many enquiries from intending contributors as to the subjects acceptable for the Society's *Transactions*, the form in which they are to be presented, illustrations, copyright, offprints, etc., the following suggestions and statements are offered :—

- I. **SUBJECT.**—Original articles on the antiquities of Cumberland, Westmorland, and Lancashire North-of-the-Sands; including researches into the history, biography, pedigrees, unprinted documents, and records of the district, as well as collections towards a study of its folklore and ethnography; also its archæology, prehistoric and historic remains, ecclesiastical and secular architecture, inscriptions, and all its ancient arts, institutions, and industries.

Compilations from material already published, while they are often acceptable as descriptive addresses at sites visited on the excursions, and will be noticed in the "Proceedings," are not invited for the *Transactions*.

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The leave of the Society is required before reprinting any matter from the *Transactions*.

- IV. **TIME OF SENDING IN.**—Articles may be forwarded at any time to one of the Editors. But in order to admit of their being read or communicated at any Meeting, they should be sent in not less than a month before the date of the Meeting to allow time for consideration and, if accepted, for printing the announcement in the Programme. The Editor will then return the MS. to the Author for reading, and receive it after final revision for printing.

- V. FORM.—Articles should be written in clear and distinct MS. or typewritten, on one side of the paper only, on sermon or foolscap paper. They should be presented, after reading, in a final and complete form, to avoid the delay and inconvenience of alteration in proof; and as the space at disposal is limited, they should not contain unnecessary or extraneous matter.
- VI. PROOFS will be sent to authors, who are requested to read and correct them without needless additions and alterations, and to return them promptly to the Editor. Delay in returning proofs, and additions to the printed text, involve expense to the Society and delay in the production of *Transactions*. Proofs once passed for press cannot be withdrawn or revised.
- VII. AUTHOR'S COPIES.—Twenty offprints of his articles are sent to each Author free of charge when the volume of *Transactions* is ready for distribution. More than twenty can be supplied, at the Author's expense, if he send the order to Messrs. T. WILSON & SON, 28 Highgate, Kendal, on or before returning the proof. "Proceedings" and "Addenda" are not separately printed.
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- IX. At a Council Meeting held at Tullie House, Carlisle, on October 15th, 1908, it was carried unanimously, and at a Council Meeting held at Tullie House on April 15th, 1909, it was ordered to be printed as Section IX. of the Notice to Contributors:—"That, in the opinion of the Council, the Editor's decision—as to what to admit, revise or omit when editing papers sent in for publication in the *Transactions*—must be absolute and his decision final."