

## **CRITERIA AND INFORMATION FOR WRITERS TO SUBMIT A MANUSCRIPT TO THE READERS' PANEL**

1. Only HD CWC members are eligible to request a Readers' Panel.
2. Payment of \$25 must be submitted with each manuscript; checks are to be made payable to High Desert CWC.
3. Writers may ask for only one critique at a time. Prior submissions must be completed before another is submitted.
4. Any material submitted must be finished to the point that the author thinks it is ready to go to a publisher—properly formatted and free of major typos and grammatical errors. No manuscripts will be accepted in outline or rough form.
5. If time permits, the titles, genres, and a synopsis of each eligible material will be read at the monthly meeting following the online-notification by the writer to the Readers' Panel Coordinator. If reading time is not available, the information will be posted on the web page, in the Inkslinger, and touted in email—if the writer checks the appropriate boxes on the Submission Form.
6. An author may request a Panel of three to five Readers.
7. To protect the Readers and the HD CWC, each writer will sign a Release Form before the writer's manuscript is given to a Reader.
8. An author will remain anonymous until the critique is completed.
9. When a review is finished, the Reader may remain anonymous, or s/he may identify her/himself on the Readers' Panel Critique form and offer to sit down with the author and share thoughts, opinions and suggestions.
10. An author may request the same communication privilege with the Reader. All contacts will be through the Readers' Panel Committee unless the Reader and the author both agree to meet.
11. More information about the Readers' Panel, and the forms to be used, may be found on the HD CWC website by clicking on the Critique tab, and then the Readers' Panel tab.