

Real Estate Finance Journal

EDITORIAL GUIDELINES

The *Real Estate Finance Journal* is a national subscription publication of Thomson Reuters focusing on current issues in real estate financing. Readers primarily are real estate professionals. Articles on broader issues (workouts, asset management, and environmental problems, bankruptcy, mortgages and property development) are accepted but should relate to financing.

The *Real Estate Finance Journal* is completely written by outside authors. We welcome thoughts on columns that could appear in every issue or in every other issue (the *Journal* is a quarterly publication).

Articles should be between 10 and 25 double-spaced manuscript pages, although longer and shorter articles will be considered. Do not put citations in the text; rather, use endnotes only. We accept articles that have not been published elsewhere, although the author certainly will be free to make reprints with appropriate attribution to the *Journal*.

Any real estate finance topic is appropriate, and any angle can work. An article could discuss a transaction or matter in which the author was involved so long as the author clearly discloses the involvement to the editor and includes a reference to that involvement in the author's bio. In all instances, it probably is best to run an idea by the editor before beginning to write; that way, we will not accept other articles on the same topic from someone else (unless perhaps the second author comes at it from a different perspective).

All articles must be submitted via e-mail in Word, as an attachment. All charts, graphs, and tables must be submitted on disk or via e-mail.

Extensive footnotes are not necessary. All endnotes should be extracted and included as part of the text following the text of the article, preceded by the heading "Notes." No section or page breaks should be used in any part of the article or related exhibits or endnotes. No paragraph or line breaks should be used to manually break any heads or other part of the article. All text should be left aligned. Do not use any hyperlinks in the document. All exhibits should be in a separate Word document in the format they will appear in the *Journal*. The head and title will be added so the styles of those do not matter, but the exhibits should be laid out as the author would like them to appear in the *Journal*. Exhibits and tables should be typed or professionally typeset.

Articles should include a clearly written short author biography, author address, direct phone and fax numbers, and e-mail address.

Articles should be written in neutral, third-person voice. "You," "I," "We," and similar terms will be changed. "This article" is discouraged.

Articles must appear as continuous prose, with full sentences. Outline format must be converted to ordinary paragraphs with transitional sentences. An author's internal headings should not be relied on as the sole means of making points or transitions.

First reference to any persons should include full names. Authors are responsible for verifying correct spelling and titles. First references to entities should include the entity's full title, followed by the acronym (if any) that will be used throughout the rest of the article, in parentheses.

Authors should provide a headnote, a brief, attention-grabbing statement (1-2 short sentences) to draw the reader into the article. The headnote will run under the headline and author's name above the article text.

Excessive use of quotation marks should be avoided. They should not be used when referring to a few ordinary words of a speaker or writer. They are appropriate for coined phrases, but only those that are unfamiliar, and only on first reference.

Please let us know if you have any other questions on contributing to the *Journal*, or if you would like to discuss a particular topic in greater detail.

Thanks for your interest!

For further information, please contact:

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