

CAMBRIDGE LAW JOURNAL NOTES FOR CONTRIBUTORS

PLEASE USE THESE IN PREPARING YOUR MANUSCRIPTS FOR SUBMISSION

Categories of Publication accepted

Articles should be between 9,000 and 12,000 words long, *including* footnotes.

Shorter articles should be between 3,000 and 5,000 words, *including* footnotes

Communications concerning Articles and Shorter Articles should be addressed to the Editor, Professor John Bell, Faculty of Law, University of Cambridge, 10 West Road, Cambridge CB3 9DZ (clj.editor@law.cam.ac.uk).

Preparation of manuscripts

All copy (articles, book reviews and case notes) must be submitted in Word format as an email attachment.

Abstract All manuscripts should be submitted together with an Abstract of about 100 words in length and up to seven key words. The purpose of the Abstract is to identify the subject matter of the article and to summarise the distinctive contribution to the literature which the article makes. It enables the reader using electronic databases to identify articles that are of interest to them.

Page layout: Paragraphs start flush left after headings but otherwise are indented, with no extra space between them. The number of words in the text and (separately if possible) the footnotes should be stated.

Footnotes cannot be included in book reviews or case notes and any references should be included in the main text. Notes for articles should be numbered consecutively (after an initial unnumbered note attached to the author's name by an asterisk) and should be placed as footnotes. Numbers in cross-references should be highlighted.

Headings. In *articles* a maximum of four levels of heading is available, one for the title and three within the article:

1. Centred. Type in capitals:

CENTRED CAPITALS FOR TITLE OF ARTICLE

2. Centred. Type in capitals (precede by roman I, II, etc. if required):

I. SUBHEADING IN CAPITALS/SMALL CAPITALS

3. Centred. Type with initial capitals for main words only and underline for italics (precede by A, B, etc. if required):

A. Subheading in Italics

4. Flush left. Type with initial capitals for the first word and proper names only and underline for italics (precede by arabic numbering if required):
 1. *Subheading in italics*

In *case notes* a maximum of three levels of heading should be used: centred capitals (printed as small capitals) for title, and subheadings as 3 and 4 above.

Quotations of more than c. 60 words (unless in footnotes) should be indented and set off from the text *without* quotation marks. Otherwise double quotation marks should be used except for quotations within quotations which should use single marks. The note indicator should be placed *after* the quotation.

Figures and tables. Charges apply for all colour figures that appear in the print version of the journal. At the time of submission, contributors should clearly state whether their figures should appear in colour in the online version only, or whether they should appear in colour online and in the print version. There is no charge for including colour figures in the online version of the Journal but it must be clear that colour is needed to enhance the meaning of the figure, rather than simply being for aesthetic purposes. If you request colour figures in the printed version, you will be contacted by CCC-Rightslink who are acting on our behalf to collect Author Charges. Please follow their instructions in order to avoid any delay in the publication of your article.

Style

Punctuation. All punctuation marks should be *outside* closing quotation marks except an exclamation mark, question mark, dash or parenthesis belonging only to the quotation or a full point at the end of a grammatically complete sentence beginning with a capital letter. Full stops should be outside closing parentheses unless the parenthesis is a complete sentence beginning with a capital letter. Note indicators in the text normally follow punctuation marks.

Capitals. Capitals should be used when a specific reference is intended: the Bill, the Cabinet, the Crown, the Government (but government and industry), Parliament (but parliamentary). Unless the writer is referring to a court by name, “court” should not have a capital.

Abbreviations. No full points should be used with abbreviations consisting of initials (ACAS, EC, USA). Otherwise full points are retained (ch., Dr., L.J., ed., Ltd., St., vol.), including “p.” for page and “s.” for section. The abbreviation for public limited company is “plc”. Note also “per cent.”, with full point.

Dates. Use the style “10 February 1989”; “1988-89”; “1990s”.

Numerals below 10 should be spelt out.

Spelling. Except in quoted matter English spelling should be used (labour, not labor). Use -ise (not -ize); judgment (not judgement); ius (not jus; i.e. Latin i not j).

Italics. The following should be italicised:

Case names.

Latin (and other foreign) words and phrases except those in common use such as: bona fide, de facto, de jure, (obiter) dicta/dictum, habeas corpus, intra vires, mens rea, prima facie, ratio decidendi, ultra vires.

Ship names

The Latin abbreviations should be in roman but retain full points: cf., e.g., ibid., i.e., loc. cit., op. cit., per, viz.

Note indicators. Wherever possible note indicators should be deferred to the end of the relevant sentence or clause of the text.

References

The full title and date and place of publication should be given at first mention; thereafter a short title should be used (or “op. cit.” if there is no danger of confusion and the full title appears in the previous 10 notes). Page numbers below 100 should not be compressed: see example under *Books* below.

Specific page and paragraph references. Use “p.” (or “para.”) where the reference stands alone, but substitute a comma where a full citation to a book, a case or an article is given (together with “at” for paragraphs).

Ibid., at p 436. See also para.[24]

[1908] 2 K.B. 454, 458; [2002] 2 A.C. 164 at [24]

A.G. Guest (ed.), *Oxford Essays in Jurisprudence* (Oxford 1980), 171-72 (no “pp.”)

Guest, *Oxford Essays*, p. 175

Cross-references. Use “See note 7 above/below” rather than “supra/infra note 7”. Numbers should be highlighted to allow for proof correction. Cross-references should be to footnotes and section names not to page numbers.

Cases

Law Reports. References to English cases should be to the Law Reports; failing this to the W.L.R., the All E.R. or one of the specialist reports. References to Law reports carry full points and “versus” (v) NO LONGER carries a full point AND IS IN ITALIC. The neutral citation should be given, without any full points and before the report reference, for all cases to which the practice has been extended since 2001; references to paragraphs should be in square brackets.

R. (Hart) v Bow Street Magistrates' Court [2001] EWHC (Admin) 1141, [2002] 1 W.L.R. 1242.

Twinsectra Ltd. v Yardley [2002] UKHL 12, [2002] 2 A.C. 164, at [24].

R. v Dyson [1908] 2 KB 454; *Re Atkins* [1989] 1 All E.R. 14.

If it is necessary to repeat a case reference, give the citation again-do not cross-reference to an earlier footnote.

European Union Cases: Decisions of the Court of Justice of the European Union are cited as follows: Number, names of the parties in italics, year in square brackets, report (without the date of the decision), e.g.

CJEU: Case 26/62, *Van Gen en Loos v Nederlandse Administratie der Belastingen* [1963] E.C.R. 1

Case C-234/02 P, *European Ombudsman v. Lamberts* [2004] E.C.R. I-2803

General Court: Case T-102/96, *Gencor v. Commission* [1999] E.C.R. II- 753

Civil Service Tribunal: F-107/06, *Berrisford v. Commission*, [2006] E.C.R.-SC I-A-1-0000 and II-A-2-0000

Where a judgment has not yet been published:

C-434/09, *McCarthy v. Secretary of State for the Home Department*, Judgment of 5 May 2011, not yet reported.

European Court of Human Rights: Decisions of the European Court of Human Rights are cited as follows: Names of the parties in italics, Application number in brackets, report (without the date of the decision unless the decision is unreported), e.g.

Demir and Baykara v. Turkey (Application no. 34503/97) (2009) 48 E.H.R.R. 54

Taxquet v. Belgium (Application no. 926/05), Judgment of 21 November 2010, not yet reported.

Legislation

EU Legislation : Before the entry into force of the Lisbon Treaty): Council Regulation (EC) No 645/2008 (OJ 2008 L 180 p.1)

After the entry into force of the Lisbon Treaty: Commission Regulation (EU) No 439/2011 (OJ 2011 L 119 p.1)

Acts of Parliament. Use the style:

Law of Property Act 1925, s. 3(1)(a)

Note that the definite article is omitted unless it is part of the sentence ("the Law of Property Act 1925 provides ..."). The abbreviation "s." is used only following the title of an Act or in parentheses; otherwise "section" should be in full.

Command Papers. Note the importance of using the correct abbreviation for the period, e.g. 'Cm.' in the present series.

Hansard. Use the style:

HC Deb. vol. 255 col. 503w (28 February 1995) (Italic pagination for written answers)

HC Deb. vol. 255 col. 841 (28 February 1995)

HC Deb. vol. 561 cols. 1401-4 (28 February 1995)

HL Deb. vol. 561 col. WA 92 (28 February 1995) (Italics for written answers)

Statutory instruments. Use the style: Noise at Work Regulations 1989, SI 1989/1790.

Scholarly literature

Articles. Familiar abbreviations may be used for the titles of legal journals (with full points). Otherwise give the title in full. All titles are in roman. Only give a reference to the starting page of the article.

F.H. Newark, "The Boundaries of Nuisance" (1949) 65 L.Q.R. 480.

D.G.T. Williams, "Developments in British Environmental Law" (1984) 24 Natural Resources Journal 511.

Books. The place and date of publication is given, but not the publisher. Where full citation provided, no need for "pp."

A.G. Guest (ed.), *Oxford Essays in Jurisprudence* (Oxford 1980), 171-72.

Halsbury's Laws of England, 4th ed., vol. 10, paras. 1450-54.

F.W. Maitland, *Equity*, 2nd ed., by John Brunyate (Cambridge 1936)

R. Brazier, "The Crown and Constitutional Reforms" in M. Sunstein and S. Payne (eds.), *The Nature of the Crown* (London 1999), ch. 13.

Note the following abbreviations: "2nd ed.", "vol.", "ch." (both lower case).

Online Publication

Online-ahead-of print publication: The Cambridge Law Journal may publish articles using Cambridge Journals' *FirstView* workflow. This is a system which enables an article to be published online as soon as it is ready and then moved to a print issue later. This means authors can be sure of fast publication. Authors should understand that once an article appears on *FirstView* it is 'published' and therefore no further corrections can be made.

Authors are permitted to publish a pre-publication text of their article on repositories such as SSRN. But they should replace the pre-publication text with a reference to the CUP website once the article appears in *FirstView*. After an embargo period of one year, the author is permitted to post the pdf of an article on an institutional repository. But such a publication should still contain a reference to the year and page reference of the publication in the CLJ.

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