

Articles (not exceeding 8,000 words excluding footnotes) and Book Reviews (not exceeding 1,500 words) should be submitted electronically as an email attachment to the Editor, Ralph Cunnington ([foundations@affinity.org.uk](mailto:foundations@affinity.org.uk)). The editor is happy to discuss drafts and proposed contributions with contributors. Articles are subject to a process of peer review and should be accompanied by a statement that they are not currently under consideration for publication elsewhere.

### Notes for Contributors

Submissions should conform to the Foundations house-style as set out below:

1. **Spelling:** UK spelling and punctuation should be used. For spelling consult *The Concise English Dictionary*. Lower-case pronouns should be used for God and Jesus. Initial capitals should be used for "Bible" and "Scripture".
2. **Format:** Use Times New Roman font 12pt for text and 10pt for footnotes with double spacing. Insert spaces between initials ("J. C. Ryle", not "J.C. Ryle"). Do not use the hyphen as a dash. Use an en dash ( – ) with spaces before and after.
3. **Quotations:** Use double inverted commas (""") for all first level quotations and single inverted commas (") for all second level quotations (quotations within a quotation). Punctuation marks should not be placed within the quotation marks unless they are part of the quoted material.
4. **Greek and Hebrew:** All Greek and Hebrew words should be transliterated.
5. **Headings:** Article titles should be capitalised and centred. All section headings should be lower case without initial capitalisation except for the opening words and proper nouns.

*First level headings:* Italicised and centred. Roman numerals may be used (I., II., III.).

*Second level headings:* Italicised and flush left. Arabic numerals may be used (1., 2., 3.).

*Third level headings:* Non-italicised and flush left. Bracketed miniscule Roman numerals may be used ((i), (ii), (iii)).

6. **Footnotes:** Give full bibliographical information at the first citation of a reference and then use author surname and an abbreviated title. Opening words in a footnote must be capitalised and footnotes should end with a full stop or other appropriate punctuation mark.
7. **Abbreviations:** For all abbreviations, please use the forms provided in *The SBL Handbook of Style* (Peabody: Hendickson, 1999; [www.sbl-site.org](http://www.sbl-site.org)). Referencing software such as Endnote, Nota Bene or Zotero (a free resource) may be helpful.

Use the standard abbreviated titles of biblical books except where the biblical book is the first word of the sentence. Also, when referring to the book as a whole, do not use the abbreviated version. The abbreviations "p." and "pp." are not normally used.

8. **Abstract:** Please include an abstract with your article of 100-150 words. This should summarise the content of your article, emphasising its distinctive contribution to the field of literature.
9. **Author Information:** Please include a one sentence description of your present position and any other relevant information.