

# ***INTERNATIONAL LEGAL MATERIALS***

## **AUTHOR INSTRUCTIONS**

*International Legal Materials* (ILM) publishes significant international documents, e.g., treaties, UN Security Council resolutions, or judgments that are accompanied by introductory notes. Introductory notes serve the crucial purpose of providing context and unbiased analysis to the primary legal source documents that we publish in ILM. The purpose of an “Introductory Note” for *International Legal Materials* (Note) is to put a primary source document in its proper context through brief yet expert analysis. Notes contain information pertaining to the document’s history, content, and significance, and they inform the audience of future developments in international law. They neither have to be lengthy, only 1,000 to 1,500 words, nor as heavily referenced as law review articles.

Authors are solicited by Managing Editor, Justine Stefanelli, to write an Introductory Note to preface each document. The purpose of an Introductory Note is to put a primary source document in its proper context through brief yet expert analysis. Notes contain information pertaining to the document’s history, content, and significance, and they inform the audience of future developments in international law.

**Please note:** Authors who have been engaged in any aspect of the formulation of a lawsuit and/or document upon which their Note is based must clearly specify the extent of their involvement in the Note.

### **Content Specifications**

The guidelines for creating Note content are as follows:

#### Preferred Methods for Developing Content:

1. Explain the document’s **background**.
2. Explain the document’s **significance**.
3. Place the document in **context**.
4. Analyze the intended, actual, and probable **effect** of the document.

#### Things to Avoid:

1. **Summarizing** the document point-by-point or provision-by-provision. It will follow the Note in full (or in the case of lengthier documents deemed suitable for inclusion, relevant excerpts will be included).
2. **Politicizing** the document or providing a biased view of the document in substance or in tone. This is in line with the Society’s nonpartisan status.

### **Technical Specifications**

The Note’s technical specifications are few but important:

1. The Note should not exceed **1,500 words** in length (exclusive of endnotes).

2. Endnotes must be submitted in [Bluebook 21st Edition](#) format. We prefer authors to not exceed thirty endnotes.
3. All Introductory Notes should follow *AJIL* style which can be found [here](#).

Authors invited to write an Introductory Note should submit their contribution via *ILM*'s online submission system [here](#).

### **After Submission**

Once submitted, the Note is edited for substance, grammar, and style. Our copyeditor with Cambridge University Press will work with you on edits, formatting, and final approval ahead of publication. Please note, however, that the *ILM* Attorney-Editor reserves the right to decline publication of a Note at any time, for any reason, in particular for not complying with the deadlines specified or the content and technical specifications outlined in this Guide.

#### *Proofs*

In most cases Note authors will be sent a PDF proof and asked to return their corrections within 2-3 days. Only essential typographical or factual errors may be changed at proof stage.

#### *Copyright*

Upon acceptance of their contribution, Note authors will be asked to sign a Licence to Publish Form. Any material subject to copyright restrictions other than those owned or controlled by the contributor must be accompanied by appropriate permissions from the relevant copyright holder(s).

#### *Re-use Policy*

*ILM* encourages Note authors to take full advantage of its flexible Green Open Access policy. The Version of Record may be immediately posted on a personal or departmental website or institutional repository. The Accepted Manuscript may be posted in a non-commercial subject repository. While the journal does not allow the posting of the Accepted Manuscript or Version of Record on commercial repositories, we encourage authors to post an earlier draft and abstract of their journal article and a link to the Version of Record that sits on the Cambridge website, to direct visitors to the definitive, citable work. Full details of this policy can be found in the [Licence to Publish Form](#).

#### *Offprints*

Note authors will receive a link to a freely accessible version of their article online for their personal use and to distribute to their personal contacts, subject to the conditions of the Licence to Publish Form. Print offprints may be ordered and purchased at cost at proof stage.

#### *Online-Ahead-of-Print*

All contributions will be scheduled for publication in the appropriate issue of *ILM*. To reduce time between acceptance and publication, contributions may appear online as *FirstView* publications in advance of their scheduled publication in an issue.

### **Submission of Primary Documents**

Primary source material included in each issue of ILM is carefully chosen by the ILM Editorial Advisory Committee. However, the ILM editorial office welcomes efforts to bring suitable primary material to its attention. If you have a suggestion for a primary source to be considered by the Editorial Advisory Committee, please contact Justine Stefanelli at [jstefanelli@asil.org](mailto:jstefanelli@asil.org). Print submissions are also permitted but cannot be returned. Print material may be sent to:

Justine Stefanelli  
International Legal Materials  
2223 Massachusetts Avenue, NW  
Washington, DC 20008-2864

The authenticity (i.e. official version status) of submitted documents must be easily verifiable. This is facilitated by submitting files or print versions which are clearly attributable to the original source, or by providing links to documents on the original source's official website.

If the official version of a document is not available in English, an unofficial translation is acceptable. The original text must accompany such a translation.

Should the ILM editorial team select to include primary material submitted by an external individual there will be no expectation that this individual will play any further role in its publication.

Please address questions or concerns to Justine Stefanelli, *ILM* Attorney-Editor, at (202) 939-6012 or [jstefanelli@asil.org](mailto:jstefanelli@asil.org).