



LOFT PRESS, INC. • P.O. BOX 150, FORT VALLEY, VA 22652 • VOICE 540-933-6210 • FAX 540-933-6523

Guidelines for Authors

Loft Press publishes books for both the business community and the general reading public. Loft's business books specialize in transportation loss and damage, logistics, warehousing, and supply chain management. For the general reading public, Loft Press publishes Poetry, history, philosophy, and memoirs.

Loft Press publishes very little fiction. We do not accept science fiction, fantasy, feminist-, gender-, or women-oriented works, or any manuscript with inappropriate coarse language.

General

Do not submit complete ms or send inquiries via e-mail. Send only a small representative portion (one chapter or 5 poems), along with an outline work describing the plot. Also include your assessment of the market for your book. Send only copies. Be sure to retain the original. Submit manuscript—do not submit desktop-published or print-on-demand samples.

General text and prose

Submit neat, typewritten material, double spaced, using a readable typeface, preferably 12 pt., double-spaced, on 8½ × 11" paper, one side of the paper only. Include your name, address, and telephone number at the upper left margin of your first page and the total number of words in your manuscript in the upper right hand corner. Include your name, book title, and page number on each consecutive page.

Poetry

Submit as for prose, except that poetry may be single spaced. Submit no more than one poem on a page, including your name and address with each poem. Length limited to 75 lines. Retain your own copy. If poetry is in traditional haiku form (17 syllable poem in lines of 5, 7, 5 syllables), no more than five haiku to a page. Western haiku, Tanka, Renga, and Senryu are accepted. Haibun submissions are accepted, but their length makes publication problematic. Traditional haiku should contain a seasonal reference as well as an "ah" moment. Prepositions and articles should be used sparingly.

SASE

Include a stamped self-addressed envelope with each submission. No manuscript will be returned unless accompanied by a SASE of appropriate size with sufficient postage. Send no metered envelopes. To reduce your postage costs, please indicate "No need to return manuscript."

E-Mail

The e-mail address books@loftpress.com is for correspondence only. Any submissions by e-mail are automatically deleted without being read. Send all submissions, via conventional mail, to Loft Press, Inc., P.O. Box 150, Fort Valley, VA 22652.