



INSTRUCTIONS FOR PLAY SUBMISSION TO THE NEW PLAY CONTEST

Use an 8.5" x 11" white paper printed on one side only using black ink.

Use an ordinary typeface such as Times New Roman.

Use 12 point font throughout the manuscript.

The title page should be formatted in the following order:

1. Title
2. Characters
Characters should be listed in order of importance with a short description of each next to his or her name.
3. Setting and Time

Dialogue pages should be formatted as follows:

1. Margins: all margins set to 1 inch
2. Speaker's names are in FULL CAPITAL letters, flush to the left margin (not centered)
3. Begin dialogue on the same line as the speaker's name
4. Stage directions are noted within the scenes, are in parentheses, single spaced, and *italicized*.

Guidelines for page numbering:

1. The title page is not numbered
2. Numbering begins with the first page of dialogue
3. Use Arabic numerals (1, 2, 3...)