

## Submission Guidelines

Articles for publication are welcome and should be sent by e-mail to [editor@hibernianlawjournal.com](mailto:editor@hibernianlawjournal.com).

Articles submitted to the Journal should be original contributions. They should not have been published elsewhere.

Articles should be between 5,000 and 15,000 words, although submissions outside of these parameters will not be disregarded solely for reason of word count.

Text should be 12 point, and footnote text should be 10 point. The preferred font for submissions is Arial.

All submissions must be single spaced, with footnote text also single spaced. There should be a double space between paragraphs and no indentation at the beginning of paragraphs. There should be no line spacing between footnotes.

Both text and footnotes should be justified with an inch margin all round.

## Points of Style

### Title

The title of the submission should be in **bold** capital letters, centred on the top of the page.

The name of the author should appear below the title, also centred. The word "by" should not precede the author's name.

### Headings

Headings should be in **bold** text and centred, using the same font as the body of the article.

Sub-headings should be in **bold** text and left aligned.

Sub-sub headings should be in (non-bold) *italics* and also left aligned.

The font size of headings should be the same as the body of the text.

### Punctuation

#### *Abbreviations and Contractions*

Capitalise an abbreviation only when it refers to a specific office, organisation or body. Also applies to "Chapter", "Part", "Volume", etc. Do not repeat the full point when an abbreviation falls at the end of a sentence.

No full stop is needed in a contraction. In an contraction the last letter of the abbreviation is the same as the last letter of the full word e.g. Mr (Mister), Dr (Doctor), Mrs, Messrs, Mme, Ltd, St ("street" or "saint")

Do not italicise “i.e.” and “e.g.”.

#### *Quotations*

Double quotation marks are to be used in all cases unless there is a quotation within a quotation, in which case single quotation marks are to be used.

Punctuation ending a sentence is to go outside of quotation marks, unless the passage quoted ends with punctuation, in which case, the end mark goes inside the punctuation. For example:

The first organisation was known as the “Berne Club”.

The Minister stated that “the factors taken into account by the team are outside the scope of this debate.”

One must ask, why did the founders focus on this concept of “individual freedom”?

Omissions of a word or words should be indicated by the insertion of three periods and if the omission includes a period, then four periods, e.g. “the laws ... had been ignored”.

When a word or letter is altered in a quotation, use square brackets around the altered word or letter.

#### *Em dashes and en dashes*

An “em dash” (Ctrl + Alt + minus key on the number pad) should be used—**and not a hyphen**—for interjections within sentences.

e.g.

The parties themselves—and perhaps, in particular, the claimant—are more likely than the arbitral tribunal to know where recognition and enforcement of an award will be sought.

An “en dash” (Ctrl + minus key on the number pad) should be used—**and not a hyphen**—as follows:

1. to express connection or relation between words e.g. Marxist–Leninist theory (same as Marxist/Leninist theory), Labour–Liberal alliance (same as Labour/Liberal alliance);
2. to distinguish a difference of meaning e.g. "the Smith-Jones theory" (one person) compared to "the Smith–Jones theory" (two people); and
3. to mean "to" e.g. 1939–45, ss.40–45, pp.40–45 and Monday–Saturday.

#### *Dates*

Dates should be cited using the following format: 3 September 1999.

### **Page layout**

There should be two spaces after each sentence.

Double space between paragraphs; do not indent new paragraphs.

Quotations of fifty words or more should be double indented without the use of inverted commas and should not be italicised. Quotations of less than fifty words should be enclosed in double quotation marks, but not otherwise set off from the rest of the text. It is the responsibility of the author to ensure all quotations are accurate.

Numbering of paragraphs or sections within the text should be avoided if at all possible.

Text and footnotes should be justified with an inch margin all round. Footnotes should not be indented.

## Citations

Footnotes are to be used instead of endnotes.

Footnote numbers in the body of the text should appear after end marks and all quotation marks except colons and semi-colons. For example:

Statistics from the later decades show a decline in public interest.<sup>1</sup>

The rationale employed the “contemporary interpretation”.<sup>2</sup>

Brown and Maher consider this decision to be a “break with all previous interpretations of the statute”,<sup>3</sup> but concede that it was not unwelcome.

The court received five submissions<sup>4</sup>; three were considered.

Do not put a full stop at the end of a footnote unless it is the end of a sentence or long phrase.

When citing page numbers, use “p.” Multiple pages are cited as “pp.”, using an en dash ((Ctrl + minus key on the number pad) between page numbers e.g. “pp.57–67”, not “pp.57 to 67”).

See the glossary of abbreviations for correct citation of sections, page numbers, paragraphs etc.

The following are examples of correct citations:

### *Treaties*

Convention on the Elimination of Double Taxation in Connection with the Adjustment of Profits of Associated Enterprises 1990

### *Constitutions*

Article 20, *Bunrecht na hÉireann*, 1937

### *Legislation*

#### Ireland

Criminal Justice Act 2006 (2006 No. 26)

Electoral (Amendment) Act 2001 (Commencement) Order 2006 (S.I. No. 26 of 2006).

#### England

Gas Act 1986 (c.4) (UK)

Statutory instruments as above followed by (UK).

#### United States

Constitution of the United States art.III s.2 cl.2

United States Code 5 USC (1999) Ch.7 s.552(a)(1)

Public Company Accounting Reform and Investor Protection Act 2002 (18 USC s.1350)

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1

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\*Please note that for US statutes the name of the statute and its year must be followed by a USC reference.

### EU

EC Treaty, Article 177

Commission Regulation (EC) No 1982/2004 of 18 November 2004 implementing Regulation (EC) No 638/2004 of the European Parliament and of the Council on Community statistics relating to the trading of goods between Member States and repealing Commission Regulations (EC) No 1901/2000 and (EEC) No 3590/92

### *Cases*

Cases should be cited with the names of the parties in italics using the media neutral citation if available. Use square brackets around year where year forms integral part of citation of law report e.g. [1962] A.C. 496. Use round brackets when law reports are referred to by volume numbers e.g. (1963) 113 L.J. 420

### Ireland

*DPP v Canavan* [2007] I.E.H.C. 46

*TD v Minister for Education* [2001] 4 I.R. at 263.

*Smith v Jones*, unreported 1 April 1999 High Court

### England

*Barnet LBC v Hurst* [2002] EWCA Civ 1009; [2003] 1 W.L.R. 722

*Rye v Rye* [1994] A.C. 496

### EU

Citations of cases decided by the ECJ or the Court of First Instance must appear as follows:

pre-1989: *Parliament v Council* (13/81) [1985] E.C.R. 100;

post-1988: *Gunter v Germany* (Case C-363/89) [1996] E.C.R. I-234

### ECHR

Judgments of the ECHR and Decisions of ECHR should be cited per the instructions on citations outlined <http://www.echr.coe.int/> and generally in the following format:

*Campbell v. Ireland*, no. 45678/98, § 24, ECHR 1999-II

### United States

*Smith v Jones* 344 F2d 1234 (8<sup>th</sup> Circuit 1988)

### Canada

*Fred v King* [1990] 2 S.C.R. 123

## Secondary Materials

### *Books*

S. Pollock and T. Maitland, *The History of English Law*, 2nd edn (Arnhem: Kluwer, 1911), Vol.1, pp.518, 520–522

Ian Baxter and John Davidson (eds), *Studies in Accounting Theory*, 2nd edn (London: Sweet & Maxwell, 1998), p.236

Institute of Chartered Accountants in England and Wales. *Accounting Standards Committee, Accounting for the Effects of Changing Prices: a Handbook* (London: ICAEW, 1986)

### *Book Chapter:*

T. Maitland, "The Mystery of Seisin" in *Select Essays on Anglo-American Legal History* (London: Sweet & Maxwell, 1993), Vol.3, p.591

### *Periodical Article*

Joshua Getzler, "Forfeiture for breach of a time condition" (2004) 120 L.Q.R. 203

### *Unpublished article or lecture*

Wechesler, Remarks at the Meeting of the Bar of the Supreme Court of the United States in Memory of Chief Justice Stone (Unpublished, 12 November 1947) (available in Columbia Law School Library)

### *Newspaper Article*

"Lawyer in Courtroom Battle" *The Irish Times* 5 August 2004, p.5.

### *URL Citations*

<http://www.official-documents.gov.uk/document/cm68/6878/6878.asp> [Accessed 1 July 2008]

### *Short Form Citations*

*Ibid* should be used rather than "see note x" or "see previous note" or "op. cit.". This should **only** be used when referring to the *immediately* preceding footnote. If you are referring to the same reference but a different page number within that reference, then the correct citation is "*ibid*, p.45".

For material that was fully cited before the immediately preceding footnote, *supra* must be used rather than "see note x". Refer to the surname of the author and the footnote number, followed by the page number, *eg*: "Smith, *supra* note 12, p.24".

Shortened forms of reference are permitted for statutes and cases only and should be denoted by the use of "hereinafter" in square brackets, *eg* *Smith v Royal Automobile Club* [1999] 3 All. E.R. 123 [hereinafter *Smith*]. A later reference to this page 28 of this case would then read: *Smith, supra* note 5, p.28.

### Glossary of Common Abbreviations in citations

art.	article (UK, foreign domestic, international and EU legislation)
Art.	Article (European Patent legislation only)
arts	articles (UK, foreign domestic, international and EU legislation)
Arts	Articles (European Patent legislation only)
Asp	Act of the Scottish Parliament
c.	chapter (when referring to the chapter number of an Act)
CC	County Council
Ch.	Chapter (when referring to book chapters)
Chs	Chapters (when referring to book chapters)
Ch.	Chapter of an Act or SI
Chs	Chapters of an Act or SI
cl.	clause
cll.	clauses
Co	Company
Corp	Corporation
CPR Pt/Pts	CPR Part/Parts
Dir.	Direction
Dr	Doctor
ed.	editor
edn	edition
fig.	figure
figs	figures
fn.	Footnote/note (not n.)
fnn.	footnotes/notes
Ltd	Limited (not LTD or ltd)
no.	number
nos	numbers
ord.	order
ords	orders
p.	page
pp.	pages
para.	paragraph
paras	paragraphs
Plc	Public limited company (not PLC or plc)
Pt	Part
Pts	Parts
r.	rule
rr.	rules (except when referring to the title of an entire piece of legislation)
reg.	regulation
regs	regulations (except when referring to the title of an entire piece of legislation)
s.	section
ss.	sections
Sch.	Schedule (not Sched.)
Schs	Schedules (not Scheds)
subs.	subsection
subss.	subsections