



How to Submit An Article Guidelines, Requirements, and Deadlines

The Historic Bridge Foundation's newsletter, the *Historic Bridge Bulletin*, is distributed free of charge by email and is available on the Foundation website three times each year. The newsletter consists of articles, papers, and photographs related to historic bridges in the United States, and also provides updates about the activities of the Historic Bridge Foundation. We are actively seeking contributors to submit articles and discussions for the newsletter. Please consider writing an article for the Historic Bridge Bulletin! For more information about the Historic Bridge Foundation, visit our website at www.historicbridgefoundation.com. Our areas of interest and submission requirements are outlined below.

Subject Areas and Content

- New or little-known historic bridge rehabilitation techniques.
- General design and history of historic bridge types.
- History and/or design of a particular historic bridge.
- Engineering design behind particular bridge types.
- Case studies of historic bridge rehabilitations.
- Success stories about fundraising and/or community support for historic bridge projects.
- Original research in any field relating to historic bridges.
- Previously printed articles or articles from presentations you have given are acceptable.

Submission Format

Submit all materials as attachments to the email address info@historicbridgefoundation.com. Articles should be submitted as Microsoft Word documents (ie DOC or DOCX format). Articles should be between 500 and 1000 words.

Articles should be of professional quality and checked for spelling and grammar prior to submission. Articles should include at least one photograph or drawing/diagram (more are welcomed, but will be used at the discretion of HBF). Submitted photographs or drawings/diagrams should not be embedded inside the Microsoft Word document. Instead send them as individual files in JPEG (JPG), PNG, or TIFF (TIF) format. Before sending, rename the files in numerical order (i.e., 1, 2, 3, etc), and include a numbered list of captions at the end of the Microsoft Word document that correspond to the photo file name. If the image is a scanned photograph, it should be scanned at a minimum of 300DPI. If it is a digital camera file, please submit as an original size digital camera file (not sized down). Please keep captions as concise as possible, preferably one or two sentences. Finally, please provide a short one-two sentence biography for us to include. If you have questions regarding any of these requirements, please do not hesitate to contact us. We will be happy to help!

All articles submitted must be the author's own work. If submitting media taken by someone else, you must have their permission to use the photo and provide proper credit for the photograph. Media in the public domain (i.e., dating to before 1923) are also acceptable.

Selection and Publication

The Historic Bridge Foundation reserves the right to edit submissions for content, spelling and grammar, and, if needed, to make minor changes for clarity. Submissions with numerous concerns in these areas will be returned to the author for revision. Please note that HBF reserves the right to reject any submissions at any time. If selected for publication, your submission will be published in the next available newsletter. In some cases, if too many articles have been received, HBF may delay publication of your article until the next issue.

Deadlines

We welcome you to submit articles at any time. However, if you want your article to appear in a particular upcoming issue, the deadline for articles is one month before publication. Historic Bridge Bulletin is published three times a year: March 1, July 1, and November 1. Due dates are February 1, June 1, and November 1 respectively. HBF will still accept submissions after the due dates, but in those cases your article may be assigned to the following issue.