

Proposal Form for Authors / Editors

A picture containing text

Description automatically generated

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Personal Details for Correspondence | | | | |
|  | | **Author / Editor** | **Author / Editor 2[[1]](#footnote-1)** | **Author / Editor 3** |
| Forename | |  |  |  |
| Surname | |  |  |  |
| Title | |  |  |  |
| ORCID | |  |  |  |
| Institutional address | |  |  |  |
|  | Institution and department |  |  |  |
|  | Street and number |  |  |  |
|  | Town / City |  |  |  |
|  | County, state, or province |  |  |  |
|  | Postcode |  |  |  |
|  | Country |  |  |  |
|  | Phone no. |  |  |  |
|  | E-mail |  |  |  |
|  | Preferred address for correspondence |  |  |  |
|  | Preferred address for contract |  |  |  |
| Home address | |  |  |  |
|  | Street and number |  |  |  |
|  | Town / City |  |  |  |
|  | County, state, or province |  |  |  |
|  | Postcode |  |  |  |
|  | Country |  |  |  |
|  | Phone no. |  |  |  |
|  | E-mail |  |  |  |
|  | Preferred address for correspondence |  |  |  |
|  | Preferred address for contract |  |  |  |

|  |  |  |
| --- | --- | --- |
| Details of the Work | | |
| Historical author (in Latin)[[2]](#footnote-2) | |  |
| Title of Work | |  |
| *Clavis* number[[3]](#footnote-3) | |  |
| Apparatuses | |  |
| Language of introduction | |  |
| Number of words of text edited | |  |
| Number of words of introduction | |  |
| Number of illustrations | |  |
|  | b/w |  |
|  | colour plates |  |
| Number of maps | |  |
| Tables and stemma(ta) | |  |
| Indexes[[4]](#footnote-4) | |  |
| Details about orthography and standardization of spelling | |  |
| Delivery (MS Word, CTE, other) | |  |
| Definitive delivery date  (month – year) | |  |
|  | | |
| Marketing Description | | |
| Blurb for back cover  (approx. 150-250 words) | |  |
| About the author  (75 words max.) | |  |
| One-line publicity text | |  |
| Keywords[[5]](#footnote-5) | |  |
|  | | |
| Field of Interest or Suggested Series | | |
| Field of interest | |  |
| *CC* series[[6]](#footnote-6) | |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Further Details of Contract Party – only complete where different from ‘Personal Details” above[[7]](#footnote-7) | | | |
| Name |  |  |  |
| Institution and department |  |  |  |
| Street and number |  |  |  |
| Town / City |  |  |  |
| County, state, or province |  |  |  |
| Postcode |  |  |  |
| Country |  |  |  |

1. Fields for Author 2 and 3 to fill in, if applicable. [↑](#footnote-ref-1)
2. Fill in multiple authors and/or works, if applicable. [↑](#footnote-ref-2)
3. For Greek and Latin patristic authors. For medieval authors and works, please comply with authoritative lists as the *Index scriptorum* *Mediae Latinitatis.* [↑](#footnote-ref-3)
4. Index of biblical quotations and index of sources are compulsory. [↑](#footnote-ref-4)
5. At least two general and three specific keywords. [↑](#footnote-ref-5)
6. See <https://www.corpuschristianorum.org/series-overview>. [↑](#footnote-ref-6)
7. Please complete this section ONLY where the contracted party is distinct from the ‘Personal Details’ section above. Otherwise, simply leave this section blank. [↑](#footnote-ref-7)