

INTERNATIONAL WRITERS' WORKSHOP NZ INC

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MONTHLY COMPETITION RULES

Note: A separate set of rules applies to the *Kathleen Grattan Prize for a Sequence of Poems*.

1. Competitions are open to financial and honorary members of IWW.
2. There is a maximum of one competition entry per member per competition.
3. No writing that has been previously published may be entered.
4. No writing that has won a competition may be entered.
5. No writing that has previously won 1st, 2nd or 3rd place in an IWW competition may be re-entered.
6. Entries to be at least one-and-a-half line spacing for prose (fiction / non-fiction) –this is for the ease of reading for judges.
Single spacing is permitted for poetry.
Font to be at least 12-point, preferably Times New Roman.
7. Entries to be printed on one side of the paper only.
8. Illustrations are not permitted, unless explicitly stated.
9. Entries are to meet or not exceed the word count or time limit as set out in the competition schedule for the entry category.
10. A completed Cover Sheet with entry category, title, maximum length as set out in the competition schedule, the actual length, and your pen-name, is to accompany your entry. For printed entries, attach Cover Sheet with a paper clip or staple.
11. Your **real name and pen-name** must be completed in the space provided at the bottom of the Cover Sheet.
12. Your real name **must not** appear on your entry. However your pen-name may appear.
13. Entries are to reach the Competition Secretary by the deadline. They can be either:
 - a. Handed in at the meeting on or before the due date.
 - b. Emailed with both Cover Sheet and Competition Entry as PDF attachments.
Receipt of emailed entries will be acknowledged
If you send as a word processing document the correct formatting cannot be guaranteed at the recipient's end, nor may the document be able to be read.
PDF preserves your formatting on different computer systems.
 - c. Posted or couriered to the Competition Secretary's postal address. The address will be notified in the IWW newsletter or by email prior to competition closing date. IWW is not responsible for entries sent to an incorrect address.
14. **If you wish your handed in / posted / couriered entry, to be returned by post, please also include a stamped, self-addressed envelope.**