



Writer's Guidelines

Interested in writing for *Kiki*? Here's a quick overview of our writing guidelines:

1. *Kiki* accepts unsolicited manuscripts on a speculative basis only. First, send an e-mail or letter query with detailed story idea(s). No telephone solicitations, please. You'll have a better chance of having an article accepted if you familiarize yourself with the voice and content of *Kiki* before submitting.
2. *Kiki* magazine does not accept poetry or fiction submissions.
3. Accepted stories should be submitted with a headline, by-line, introduction, lead, body, and conclusion. Author's complete name, address, phone number, and e-mail address must be provided. Referrals for art and photo sources are appreciated, if applicable.
4. *Kiki* follows the guidelines of the *Chicago Manual of Style* and adapts them as needed for younger readers. Manuscripts can be e-mailed as Microsoft Word attachments. Documents should be double-spaced in 12-point Times New Roman or Arial font.
5. Proposed articles which focus on other than historical or scientific topics must rely on primary sources. Such manuscripts must be accompanied by a complete list of sources, telephone numbers, and reference materials, if applicable. Proposed articles that are historical or scientific in nature may make use of valid secondary sources, of which a complete list must accompany the manuscript unless the information is considered common knowledge in the field.
6. Written queries are responded to within 90 days if submitted with a self-addressed, stamped envelope. **QUERIES WITHOUT AN SASE WILL BE DISCARDED.** For return of original manuscripts, please provide SASE with sufficient postage. If material is not returned in due time, it has been placed in a file for possible future consideration. *Kiki* cannot be held responsible for the return of any unsolicited material.
7. Unless submission is stated to be a possible work for hire, submission will be considered property of *Kiki* magazine.

Send hardcopy queries to:

Manuscript Submission Editor
Kiki Magazine
118 West Pike Street
Covington KY 41011-2310

Send electronic queries to:

submissions@kikimag.com