



Submission Guidelines:

Queries are accepted in January & February only! No exceptions!

PUBLISHER'S PLEDGE

R.J. Buckley Publishing recognizes effort authors undertake to create and perfect a manuscript. However, RJBWP is a business, and as such, requires close examination of submitted materials before committing to publish an author's work. This requires an assessment of the manuscript's quality and marketing viability.

After receiving a query and if the Publisher instructs the author to send sample chapters and then to send a manuscript for review, the Publisher Pledges that:

1. Manuscript reviews will be conducted without bias to the author's race, religion, ethnic origin, age, or sexual preference.
2. The Publisher will review submitted manuscripts following pre-established guidelines and requirements.
3. Submitted manuscripts shall be reviewed in a timely manner in the order they were received.
4. An author will not be subjected to whimsical, capricious, or malicious rejection of a submitted manuscript.
5. Time is valuable. When an author's work is rejected, the Publisher will notify the author as soon as possible.

The Publisher reminds submitting authors that rejections are not personal but business. We encourage all authors to continue writing.

Query via email:

1. Provide a single page query letter that contains the following information:
 - a. a brief, but relevant and convincing, summary of the completed manuscript
 - b. a comparison of your work with similar work created by published authors
 - c. special personal skills, attributes, or personal history that supports your expertise as an author of the submitted manuscript.
2. Provide a one sentence summary that identifies the essence of your work.
3. Provide name, address, your website address (if any) and phone number.

RJBWP will examine your initial submission and either decide to decline further review of your manuscript or instruct you to submit additional material.

Sample Chapters and/or Full Manuscript:

When instructed, whether it be sample chapters or a full manuscript, please provide a computer file that conforms to the following requirements:

1. Sample chapters or manuscript shall be attached to an email in MS WORD, WORKS, or RTF.
2. Sample chapters or manuscript shall have a title page with author's name, address, and email at the bottom.
3. Sample chapters or manuscript shall be in Times Roman, Courier, or Ariel font, 12 point font.
4. Sample chapters or manuscript shall not be formatted, no page numbers, separate paragraphs with one line spacing.

If the author's work is placed under contract, the author will submit the following additional material to RJB:

1. Author biography (150-200 words)
2. Backcover summary – catchy description of contents to create sales (150-300 words)
3. Quality author digital photograph (optional) – 300dpi, JPG
4. Promotional materials, reviews, etc.

After the manuscript's review by publisher/editor, the author will be required to approve (or not approve) editorial changes in a timely manner.

Book releases normally occur in June, September and December, depending when your Work has final editorial approval.

Books are produced in 6"x9" trade paperbacks and eBooks including Kindle.