Newsletter Submission Instructions

I. Newsletters eligible for the Awards of Achievement competition must be freestanding young lawyer publications that are not part of any other publication and must be published at least quarterly.

II. Newsletter submissions shall include only newsletters published from June 1 prior year through June 1 current year or for such other 12 month period of time as reflects the last concluded activity year of the affiliate (e.g., January 1 through December 31).

III. The following newsletter projects are excluded from eligibility:

   a. Projects conducted in previous activity years that have not been continued into current activity year.

   b. Projects not implemented within current activity year.

IV. The following format contents are required:

   a. **Title/information page** - Should be submitted per newsletter. This is the most important portion of the application as it provides the judges with the information necessary to judge your application.

      NOTE: The specific annual budget for the affiliate's newsletter, excluding mailing costs, must be provided.

   c. **Exhibits** - Applicants are required to submit at least two issues of the newsletter upon completion of the online application. Please do not send hardcopies.