

## Global Trade and Customs Journal

### Author Guide

#### [A] Aim of the Journal

*Global Trade and Customs Journal* provides you with new ideas, fresh insights, and expert views on critical practical issues affecting international trade and customs compliance. Written for practitioners by practitioners, the journal offers you reliable guidance and actionable advice to ensure that you are able to protect your clients or organisation from developments that could adversely affect their interests.

With a subscription to *Global Trade and Customs Journal* you will be able to:

- Stay up-to-date with today's rules and regulations and one step ahead of tomorrow's trends
- Develop successful compliance programs and cost-effective business processes
- Heighten your awareness of trade issues with serious potential financial implications for your organisation or your client's business
- Identify compliance opportunities and the do's and don'ts of taking advantage of these benefits
- Avoid trade and customs problem through industry-specific guidance
- Feel confident in your decision making knowing you've been briefed by highly regarded trade and customs experts

Three important benefits you will enjoy by subscribing to *Global Trade and Customs Journal*:

- You will be able to work with confidence knowing that you are aware of all the latest developments affecting trade and customs law
- You will save money by increasing your awareness of customs issues which have real financial implications for your business or that of your clients
- You will save time as the journal takes away the strain of trying to monitor a host of global developments whilst offering you authoritative guidance from a broad panel of international experts

The Journal is ideal for trade and customs professionals with an interest in staying ahead of legal and compliance-based developments in the field.

#### [B] Contact Details

Manuscripts should be submitted to the General Editor, Jeff Snyder.

E-mail: [jsnyder@crowell.com](mailto:jsnyder@crowell.com)

#### [C] Submission Guidelines

- [1] An article title should be concise, with a maximum of 70 characters.
- [2] The article should contain an abstract, a short summary of about 200 words. This abstract will also be added to the free search zone of the Kluwer Online database.
- [3] To further boost the search engine optimization (SEO) of your article, please provide approximately ten keywords that describe the content of your contribution.

- [4] A brief biographical note, including both the current affiliation as well as the e-mail address of the author(s), should be provided in the first footnote of the manuscript.
- [5] Manuscripts should not exceed 7,500 words.
- [6] Only articles in English will be considered for publication. Manuscripts should be written in standard English, while using 'ize' and 'ization' instead of 'ise' and 'isation'. Preferred reference source is the Oxford English Dictionary. However, in case of quotations the original spelling should be maintained. In case the complete article is written by an American author, US spelling may also be used.
- [7] Manuscripts will be returned to the author if the English is below standard. In case of doubt about the correct use of the English language, authors are advised to have their text checked by a native speaker before submitting it.
- [8] Heading levels should be clearly indicated.
- [9] Special attention should be paid to quotations, footnotes, and references. All citations and quotations must be verified before submission of the manuscript. The accuracy of the contribution is the responsibility of the author. The journal has adopted the Association of Legal Writing Directors (ALWD) legal citation style to ensure uniformity. Citations should not appear in the text but in the footnotes. Footnotes should be numbered consecutively, using the footnote function in Word so that if any footnotes are added or deleted the others are automatically renumbered.
- [10] Tables should be self-explanatory and their content should not be repeated in the text. Do not tabulate unnecessarily. Tables should be numbered and should include concise titles.
- [11] Figures should be submitted as separate files along with the manuscript, and it is very important that they are high quality: .tif or .jpg files with a resolution of at least 600 dpi. Image material that has been downloaded from the internet generally is not acceptable due to low resolution.
- [12] Submitted manuscripts are understood to be final versions. They must not have been published or submitted for publication elsewhere.
- [13] Manuscripts should be submitted electronically, in Word format, via e-mail.

For further information on style, see the [House Style Guide](#).

#### **[D] Review Process**

- [1] Before submission to the publisher, manuscripts will be reviewed by the General Editor and may be returned to the author for revision. In some instances there is also single-blind review by one or two other reviewers.
- [2] The journal's policy is to provide an initial assessment of the submission within thirty days of receiving the posted submission. In cases where the article is externally referred for review, this period may be extended.
- [3] The editors reserve the right to make alterations as to style, punctuation, grammar etc.
- [4] The author will also receive PDF proofs of the article, and any corrections should be returned within the scheduled dates.

#### **[E] Copyright**

- [1] Publication in the journal is subject to authors signing a 'Consent to Publish and Grant of Exclusive Licence' form. By signing this Form, authors warrant and represent that their contribution does not contain infringing, libellous, obscene or other unlawful matter.
- [2] Authors are allowed to post their articles on public websites such as SSRN subject to the conditions set in our [Rights & Permissions Guide](#). In this Guide you can also find which other rights remain reserved to the author.

- [3] The author shall receive for the rights granted a free copy of the issue of the journal in which the article is published, plus a PDF file of his/her article.

**[F] Indexing & abstracting databases**

- [1] The journal is indexed in the Emerging Sources Citation Index (Web of Science)  
[2] The journal is indexed in the Scopus database

**[G] Publication Ethics and Malpractice Statement**

- [1] For more information on Wolters Kluwer's commitment to protect and maintain the high standards for all our publications, please read our [Publication Ethics and Malpractice Statement](#).