The Westsider - Writers guide for public submissions

The Westsider is a community newspaper with the goal of providing a voice to Melbourne's inner west. We welcome public submissions, in particular stories about yourself, your family and its past, communities, your suburb, issues in the west, local history or human interest, food, the arts etc.

All submissions must be sent to: editor@thewestsider.com.au

- All submissions should have a clear title and author's name at the top of the article.

- Pieces should be either 500 words with a 300 dpi photo or 750 words with 2 x 300 dpi photos. Photo size is limited to 5mbs. For longer pieces please contact the editor before submitting. Please ensure that your piece has at least one original photo, provided at the time of submission, and appropriately credited.

- All content received is assessed and then ranked for possible inclusion in the paper and on our website, with pieces relevant to the paper's primary drop area suburbs and community given the highest ranking and the highest likelihood of appearing in the paper.

- Unfortunately we do not accept any material that has previously been published elsewhere, including personal or business blogs. You may however re-publish your piece after the release of the paper.

- Avoid submitting first person or promotional pieces and marketing copy for your small business, organisation or event. We are happy to share/promote these on our website and social media etc.

- Avoid click bait or sensationalist subjects favoured by popular tabloids and television news or 'current affairs' programs. These types of submissions are highly unlikely to be published in any format by The Westsider.

- Please do not submit in PDF format, we accept plain text or Word documents only (do not paste your images into Word).

- Once you have submitted your piece or photos etc, please do not advertise or self-promote that you have submitted to the Westsider - via either suggestion, images or excerpts - until after the paper has been printed and distributed. Page restrictions can still be an issue right up to the time of printing, so there is no guarantee any content you have provided will run until the printing process has been completed.

- Ensure MS Word spell checker is set to the language **English: Australia**. Try to avoid the use of profanity where possible, unless within the context of the piece. Ensure your piece utilises correct grammar, spacing and use of paragraphs.

- Use semicolons sparingly, e.g. to separate parts of a sentence that need a break stronger than a comma, but where a full stop is not an option, or when separating complex items in a list. Colons should also be used sparingly, e.g. when introducing a list as part of a sentence, or when expanding on a meaning by introducing a word or phrase. Never use more than one colon in a sentence.

If you have any further questions, please do not hesitate to email the editor at the address provided.