

# Australian Society Of Archivists Incorporated

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# Archives and Manuscripts

P.O. Box 83, O'Connor ACT 2602, Australia

*Archives and Manuscripts* appears twice yearly, usually in May and November. Editorial deadlines are 15 January and 15 July respectively.

Separate indexes to vols. 1-6 of *Archives and Manuscripts* have been published. *Archives and manuscripts* is currently indexed in *Australian Public Affairs Information Service*, *Library and Information Science Abstracts* and *Historical Abstracts*.

## Membership and Subscription

ASA members receive the journal as part of their subscription entitlement. Rates are as set at the August 1998 annual general meeting:  
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## Enquiries

All correspondence concerning subscriptions, payments, receipt of copies, and all enquiries regarding membership of the Society should be addressed to: Membership Services Officer, Australian Society of Archivists Inc., at the above address. All other correspondence should be addressed to the Editor, Sue McKemmish, the following being contact numbers etc.

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## **Preparation of Manuscripts**

Please contact the Editor for information about the submission and presentation of manuscripts. A short abstract, approximately 100 words, should be included, together with a brief biographical note.

Articles longer than 5 000 words may need to be divided into parts and published in one or more issues.

Illustrations are welcome – good quality black and white prints are best for reproduction.

*The Macquarie Dictionary* and the fifth edition of the Australian Government Publishing Service Style manual are used for spelling and style, including endnotes. Bibliographic details should be given in full, without abbreviations.

Where articles have been fully referred, a statement to this effect appears following the abstract.