

American Horticultural Therapy Association.

AHTA Magazine Author Guidelines and Article Submission Form

Name of Author(s):		
Name of Article:		
Length of article:		
Concept for article:		

In addition to this signed article submission form, please provide:

Article: Submit article in Microsoft Word document, double spaced, Arial 12 font uniform throughout document. Identify references and electronic sources as References at bottom of article.

Photo(s): Provide high resolution photos formatted in jpeg. Include photo release for *AHTA Magazine* from photographer and people in image. Please provide photo credit (name) and title of photo identified with name(s) and subject matter. If photos are aligned with specific text in article, please number photos in order of appearance.

Bio for author(s): Write one or two sentence bio for author(s), indicating horticultural therapy credential and other credentials.

Information:

Article submission: Submitted article will be reviewed by the *AHTA Magazine* Editor and considered for inclusion based on available space and relevance to the horticultural therapy profession. An article will not be accepted nor reviewed without a signed article submission form. If photos accompany an article, an article will not be published without a signed photography release on file with the AHTA Magazine Editor.



American Horticultural Therapy Association.

Publication: By submitting an article to *AHTA Magazine*, the author is granting the American Horticultural Therapy Association (AHTA) permission to publish all or part of article.

Style Guide: The *AHTA Magazine* uses its own style guide for articles (which is consistent with AHTA website and *Journal of Therapeutic Horticulture*). The style guide is available for author's use.

Editing: The editorial team of *AHTA Magazine* reserves the right to edit for content, grammar, and length. Authors will be shown the edited article and asked to approve changes before publication.

Copyright:

Contributors are responsible for obtaining copyright clearance on illustrations, figures, and/or quotes that have been published elsewhere and providing copyright statement if necessary for publication.

By signing this form, the author(s) acknowledge that AHTA has exclusive use of text in print and digital editions for a period of four (4) months from the date of publication, after which the contributor may republish the unedited or edited text. The AHTA requests that the edited article be credited in the following manner:

Copyright (date). (Contributor name). First published in AHTA Magazine, (date, volume, issue). Published by the American Horticultural Therapy Association (www.ahta.org).

The agreement for use of images is for a one-time right. The contributor may republish the images at any time.

Please submit signed forms and all materials to the *AHTA Magazine* Editor: <u>Linda Brown-Kuhn, lindabk11@gmail.com.</u>

Name:	Date:
Contact phone or email:	
•	
Signature:	