CAMBRIDGE LAW JOURNAL
Notes for Contributors

Communications concerning Articles and Shorter Articles (which must not exceed 4,000 words, including footnotes) should be addressed to the Editor, Professor D.J. Ibbetson, Faculty of Law, University of Cambridge, 10 West Road, Cambridge CB3 9DZ (clj.editor@law.cam.ac.uk); those concerning Notes to Mr. G.J. Virgo, Downing College, Cambridge CB2 1DQ (clj.notes@law.cam.ac.uk).

Books for review should be sent to the Book Review Editor, Mr. J. Rowbottom, Faculty of Law, University of Cambridge, 10 West Road, Cambridge CB3 9DZ (clj.reviews@law.cam.ac.uk).

Preparation of manuscripts

All copy (articles, book reviews and case notes) may be submitted in Word or WordPerfect as an email attachment. If submitted in typescript, it should be typed double-spaced on one side of A4 paper (or equivalent) with generous margins. Paragraphs start flush left after headings but otherwise are indented, with no extra space between them. The number of words in the text and (separately if possible) the footnotes should be stated. An electronic copy of Articles and Shorter Articles will be required when they are in final form.

Footnotes cannot be included in book reviews or case notes and any references should be included in the main text. Notes for articles should be numbered consecutively (after an initial unnumbered note attached to the author's name by an asterisk) and may be placed as footnotes or endnotes, provided that the position is interchangeable on the electronic copy.

Headings. In *articles* a maximum of four levels of heading is available:

1. Centred. Type in capitals:

   CENTRED CAPITALS FOR TITLE

2. Centred. Type in capitals (precede by roman I, II. etc. if required):

   I. Subheading in Capitals/Small Capitals

3. Centred. Type with initial capitals for main words only and underline for italics (precede by A, B, etc. if required):

   A. Subheading in Italics

4. Flush left. Type with initial capitals for the first word and proper names only and underline for italics (precede by arabic numbering if required):

1. Subheading in italics

In *case notes* a maximum of three levels of heading should be used: centred capitals (printed as small capitals) for title, and subheadings as 3 and 4 above.

Quotations of more than c. 60 words (unless in footnotes) should be indented and set off from the text *without* quotation marks. Otherwise double quotation marks should be used except for quotations within quotations which should use single marks. The note indicator should be placed *after* the quotation.

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Style

Punctuation. All punctuation marks should be *outside* closing quotation marks except an exclamation mark, question mark, dash or parenthesis belonging only to the quotation or a full point at the end of a grammatically complete sentence beginning with a capital letter. Full stops should be outside closing parentheses unless the parenthesis is a complete sentence beginning with a capital letter. Note indicators in the text normally follow punctuation marks.

No comma should be used in case references except before second and subsequent page numbers: *Jones* v. *Smith* [1967] 1 Q.B. 63, 72. Note also Lord Lane C.J. (no comma).

Capitals. Capitals should be used when a specific reference is intended: the Bill, the Cabinet, the Crown, the Government (but government and industry), Parliament (but parliamentary). Unless the writer is referring to a court by name, "court" should not have a capital.

Abbreviations. No full points should be used with abbreviations consisting of initials (ACAS, EC, USA) except in references to judges, law reports and journals (L.JJ., Q.B., C.L.J.). Otherwise full points are retained (ch., Dr., ed., Ltd., St., vol.). The abbreviation for public limited company is "plc". Note also "per cent.", with full point.

Dates. Use the style 10 February 1989; 1988–89; 1990s.

Numerals below 10 should be spelt out.

Spelling. Except in quoted matter English spelling should be used (*labour*, not *labor*). Use-*ise* (not -*ize*); *judgment* (not *judgement*); *ius* (not *jus*; *i.e.* Latin *i* not *j*).

Italics. The following should be italicised:

Case names (but note v. (versus) in roman).

Latin (and other foreign) words and phrases except those in common use such as: bona fide, de facto, de jure, (obiter) dicta/dictum, habeas corpus, intra vires, mens rea, prima facie, ratio decidendi, ultra vires.

Ship names

The Latin abbreviations *cf., e.g., ibid., i.e., loc. cit., op. cit., per, viz*.

Note indicators. Wherever possible note indicators should be deferred to the end of the relevant sentence or clause of the text.

References

The full title and date and place of publication should be given at first mention; thereafter a short title should be used (or *op. cit.* if there is no danger of confusion and the full title appears in the previous 10 notes). Page numbers below 1000 should not be compressed: see example under *Books* below.

Specific page and paragraph references. Use "p." (or "para.") where the reference stands alone, but substitute a comma where a full citation to a case or article is given (together with "at" for paragraphs).

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Ibid., at p. 436. See also para. [24].
[1908] 2 K.B. 454, 458; [2002] 2 A.C. 164, at [24].

Cross-references. Use "See note 7 above/below" rather than "*supra*/*infra* note 7".

Law Reports. References to English cases should be to the Law Reports; failing this to the W.L.R., the All E.R. or one of the specialist reports. The neutral citation should be given, *without any full points* and before the report reference, for all cases to which the practice has been extended since 2001; references to paragraphs should be in square brackets.

R. (Hart) v. *Bow Street Magistrates' Court* [2001] EWHC (Admin) 1141, [2002] 1 W.L.R. 1242.
Twinsectra Ltd, v. *Yardley* [2002] UKHL 12, [2002] 2 A.C. 164, at [24].
R. v. *Dyson* [1908] 2 K.B. 454; *Re Atkins* [1989] 1 All E.R. 14.

If it is necessary to repeat a case reference, give the citation again—do not cross-reference to an earlier footnote.

Articles. Familiar abbreviations may be used for the titles of legal journals. Otherwise give the title in full.

F.H. Newark, "The Boundaries of Nuisance" (1949) 65 L.Q.R. 480.
D.G.T. Williams, "Developments in British Environmental Law" (1984) 24 Natural Resources Journal 511.

Books

A.G. Guest (ed.), *Oxford Essays in Jurisprudence* (Oxford 1980), pp. 171–172.
Halsbury's Laws of England, 4th ed., vol. 10, paras. 1450–54.
F.W. Maitland, *Equity*, 2nd ed., by John Brunyate (Cambridge 1936), pp. 100 ff.
R. Brazier, "The Crown and Constitutional Reforms" in M. Sunkin and S. Payne (eds.), *The Nature of the Crown* (1999), ch. 13.

Note the following abbreviations: "2nd ed.", "vol.", "ch." (both lower case).

Acts of Parliament. Use the style:

Law of Property Act 1925, s. 3(1)(*a*)

Note that the definite article is omitted unless it is part of the sentence ("the Law of Property Act 1925 provides …"). The abbreviation "s." is used only following the title of an Act or in parentheses; otherwise "section" should be in full.

Command Papers. Note the importance of using the correct abbreviation for the period, *e.g.* 'Cm.' in the present series.

Hansard. Use the style:

HC Deb. vol. 255 col. *503*w (28 February 1995) (Italic pagination for written answers)
HC Deb. vol. 255 col. 841 (28 February 1995)
HC Deb. vol. 561 cols. 1401–4 (28 February 1995)
HL Deb. vol. 561 col. *WA 92* (28 February 1995) (Italics for written answers)

Statutory instruments. Use the style:

Noise at Work Regulations 1989, S.I. 1989/1790.

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