

AUTHOR GUIDELINES

Submission Spontaneous contributions are welcome and should be sent to Executive Editor Garunya Karunaharamoorthy at karunaharamoorthy@lexxion.de.

General terms of publication: After the manuscript is submitted it will undergo the process of review where the accuracy, quality and relevance of the text will be evaluated. The submission of a manuscript does not imply claim for publication. Contributions should not have been published, nor be pending publication elsewhere.

Responsibility for the factual accuracy of a paper rests entirely with the author. The manuscript must be complete and final in terms of formulation and factual information so that no major corrections – only of type-setting errors or the like – will be necessary after typesetting, when an edited version will be returned to the author. Subsequent requests for corrections cannot be processed.

The author will receive a free copy of the issue after printing.

Format and Style:

The authors should follow the various indications of style closely, in order to ease the publishing process.

Format and Length Preferably, all contributions should be submitted in MS Word Format, Times New Roman, font size 12, line spacing 1 ½, with minimal formatting, and in British English.

- *Articles* should not be longer than 20 pages (approx. 40,000 characters including spaces).
- *Annotations* should not be longer than 10 pages (approx. 20,000 characters including spaces).
- *Country reports* should not be longer than 6 pages (approx. 15,000 characters including spaces).
- *Book reviews* should be 1-3 pages in length.

Presentation

Title

Every word of the Title should be capitalised except for conjunctions (Headline Capitalisation). The Title's length should not exceed three lines after typeset (max. 150 characters including spaces).

Subtitles are allowed and should also not exceed the 3 lines rule (max. 200 characters including spaces).

Authors' details

Author details should be included in a first asterisk footnote (*) inserted after the author's/authors name.

Example:

Article Title

Christopher Bovis *

.....

* Prof. Christopher Bovis, H.K. Bevan Chair in Law, Law School, University of Hull; Managing Editor of the *European Procurement and Public Private Partnership Law Review* (EPPPL);

To do so: In the References ribbon tab, click the Footnotes launcher (lower right corner in the Footnotes section). There, place an asterisk into the Custom mark: box, then click Insert, and type your footnote text.

All further footnotes should be numbered sequentially in superscript in the text **outside punctuation marks.**

Tables and figures

Tables and figures should be submitted on extra pages. Every table should have a title. The relevant sources of the data presented or of the tables or figures themselves should be indicated. Within the text, the position at which a table is to be included should be marked by '[TABLE ...]', the tables and figures being clearly numbered. Every table should be referred to.

Abstract

Each article is preceded by a **short abstract** (without heading) in italics of five to six sentences, without footnotes (approx. 200 words)

Headings

The headings should be structured as follows:

H1: I. (starting with the introduction)
H2: 1.
H3: a.
H4: i.

Quotation and Referencing:

All references should be included in the footnotes: **no final bibliographies are allowed.**

The reference style is **OSCOLA**.

Full guide: http://www.law.ox.ac.uk/published/OSCOLA_4th_edn.pdf

Quick guide: https://www.law.ox.ac.uk/published/OSCOLA_Quick_Reference_Guide_001.pdf

Books and book chapters

References to books:

author, | *title* | (additional information, | edition; | publisher| year), | page number
M Schmauch, *EU Law on State Aid to Airlines* (Lexxion, 2012).

If there are more than 4 authors, list 3 authors followed by *et al.*

References to chapters in edited volumes:

author, | 'title' | in editor (ed.), | *book title*,| (additional information,| publisher, | year), pinpointed page.

Note that where a specific page is being referenced, this is pinpointed this with a comma after the publication information but that p. or pp. is not used.

S Nespor, 'Global Warming: the Death of Environmentalism?' in T Ormond, M Führ and R Barth (eds), *Environmental Law and Policy at the Turn of the 21st century*, (Lexxion 2006),187.

Journal Articles

Indicate the year of publication in square brackets if it identifies the volume, in round brackets if there is a separate volume number;

author, | 'title' | [year] | journal name or abbreviation, | first page of article

author, | 'title' | (year) | volume | issue | journal name or abbreviation, | first page of article

M Martens and S de Margerie, 'The Link to the Subject-Matter of the Contract in Green and Social Procurement' (2013) 8 *European Procurement and Public Private Partnership* 8.

Where a specific page is being referenced, pinpoint this with a comma after the starting page of the article

author, | 'title' | (year) | volume | issue | journal name or abbreviation | first page of article |, pinpoint reference.

M Martens and S de Margerie, 'The Link to the Subject-Matter of the Contract in Green and Social Procurement' (2013) 8 *European Procurement and Public Private Partnership* 8, 14.

Jurisprudence

Court judgments:

Case reference | *short name* | [Court collections year], volume and page | [paragraph] number.

Case short names are in italics. For judgments not yet registered in the Court collections, the date of judgment is to be given and an indication that the judgment is not yet reported (n.y.r.).

Case C-280/00 *Altmark* [2003] ECR I-7747, [88-90].

Joined cases T-80/06 and T-182/09 *Budapest Erőmű*, judgment of 13.02.2012, not yet reported [57].

Case E-12/11, *Konkurrenten.no AS* [2011] EFTA Ct. Rep. 266

Opinion of Advocate General

Opinion of AG | AG last name, | Date of Opinion| in Case number, | *Case short name* | [year] | Case reference or date of judgment, not yet reported | [para./paras. number].

Opinion of AG Tizzano of 08.05.2001 in Case C-53/00 *Ferring v ACOSS* [2001] ECR I-9067, [18-22].

Opinion of AG Sharpston of 03.03.2009 in Case C-319/07 P 3F [2009] ECR I-05963, [16].

Legislation

References to regulations, directives and soft law (like communications etc.):

Act type | act number | act name in full, | Official Journal (OJ) reference.

Commission Regulation (EC) No 69/2001 on the application of Articles 87 and 88 of the EC Treaty to *de minimis* aid, OJ 2001 L 10/30.

Council Directive 75/439/EEC on the disposal of waste oils, OJ 1975 L 194/23.

Community framework for State aid for research and development and innovation, OJ 2006 L 323/1.

Follow-up citations may use short names for such acts.

Article 1 *De minimis* Regulation (n X).

R&D&I Framework (n X), [6].

Commission Decisions

Institution | Act type | of | date | concerning | act name, | act reference (OJ or Institutional Reference), | page number

European Commission, Decision of 1 October 1997 concerning alleged State aids granted by France to SFM-Chronopost, 98/365/EC, 2.

National law

Reference to national jurisprudence or legislation should include the institution, name, date and numerical reference of the text, and should allow easy access to the text for the reader.

Cross-referencing

Cross-referencing is allowed under the following format:
short reference | (n footnote number), | page number or [para number].

Fluck and Winterle (n 45), 30.

Altmark (n 2), [62].

“ibid” should only refer to immediately preceding references.

Electronic sources

Citations of publications that are available only electronically should end with the web address (or ‘url’) in angled brackets (<>), followed by the date of most recent access, expressed in the form ‘accessed 1 January 2010’. Include ‘http://’ only if the web address does not begin with ‘www’.

Abbreviations and Style Points

In the body of the text, abbreviations should generally be avoided. Common Latin abbreviations *may* be used, but note that OSCOLA does not use punctuation points: (eg, ie, et seq, et al, etc)

Style points :

- “%” instead of “per cent”
- “\$”, “€”, “£” instead of “Dollar”, “Euro”, “Pound” etc.
- “Judgment” instead of “Judgement”
- “Article”