

## Guidelines for External Editorial Contributions & Waiver form:

Thank you for your interest in contributing to Data On-A-Plate.

1. All contributions must be in English
2. Word count requirement is approximately 800 words for one page and 1,800 words for two pages. OR in a ten bullet point format – concise and crisp (800 to 1,800 words).
3. Contributions are to be educational, informative and above all impartial
4. Content is to be current and suited to our professional Food Franchising, Food Service, Food Tech and F&B marketing audience
5. The publisher encourages the inclusion of graphs, diagrams and statistics. However, these must be accurate and have necessary approval before being submitted. All graphs, charts, tables, diagrams or other visual aids must be numbered, and include a title and a source.
6. The author is to provide the Heading and By-line. However, the publisher reserves the right to change these at its discretion
7. A picture should also be provided with its Source. For example, *Image Courtesy: Supplied or Shutterstock*
8. The publisher reserves the right to edit all contributions for space, clarity and house style.
9. The publisher reserves the right to publish contributions exclusively online
10. Attribution is provided in the publishers' standard format only. Authors are to provide Contact name, Company name and Email address
11. No fee is involved for editorial contributions; we simply request that deadlines are strictly adhered to
12. Copyright remains the property of the publisher however consent for reproduction will not be unduly reserved
13. Content of contributions must be the work of the contributor. If any part may be deemed the work of another, it must be fully and unconditionally attributed accordingly.

**Exclusively online:**

There is no limit on word-count although other guidelines must be adhered to.

Please complete, sign and return the below section to confirm your understanding of the above and your acceptance of the terms and conditions.

I have read and accept the terms and conditions listed above.

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