

THE CHURCH MONUMENTS SOCIETY

Patron HRH Duke of Gloucester KG GCVO

Registered Charity 279597

<http://www.churchmonumentsociety.org>

The Church Monuments Society Essay Prize - Rules

1. There shall be a triennial prize of £250 called “The Church Monuments Society Essay Prize”, to be awarded together with a certificate for the best essay submitted in the relevant year. The prize will only be awarded if the essay is considered by the judges to be of sufficiently high standard to merit publication in the Society’s journal, *Church Monuments*. Publication will be subject to peer review. Prospective entrants will find it useful to look at the journal, if they are not already familiar with it.
2. The competition is open to anyone who has not previously published an article in *Church Monuments*. We encourage entries from students, early-career researchers and anyone with a serious interest in church monuments. You do not need to be a member of the Society.
3. The subject of the essay must be concerned with an aspect of church monuments of any period in Britain or abroad.
4. The length of the essay (including endnotes) shall not exceed 10,000 words with no more than 10 illustrations.
5. The essay should be accompanied by a short abstract of about 100-150 words. Authors’ names and affiliations should be included in a separate file, as the essays will be judged anonymously. Entrants should also include a brief biographical note of no more than 50 words..
6. The essay and its endnotes should be word-processed and employ the house style of the journal *Church Monuments*. A copy of the style sheet is available on the CMS website (www.churchmonumentsociety.org) or on application to the Editor (see the website, or back covers of *Church Monuments* or the *CMS Newsletter*).
7. Electronic submission is preferred, using email or a file transfer system such as WeTransfer, Dropbox or YouSendIt. Alternatively, entries may be submitted on CD or memory stick. High-resolution versions of images will be needed for entries accepted for publication.
8. Entries should be sent to the Editor of *Church Monuments* (see the website, or back covers of the journal *Church Monuments* or *Newsletter*) and should be sent with a covering email or letter stating that this is an entry for the Church Monuments Society Essay Prize.
9. The closing date for entries shall be 31 December 2018.

10. There shall be a panel of three judges appointed by the Council of the Church Monuments Society. The chairman shall be a member of the editorial panel for *Church Monuments* and shall serve for not more than six consecutive years. The other two judges shall be members of the Society and shall serve for not more than four consecutive years.
11. The decision of the judges shall be final, and there will be no further correspondence about this decision.
12. Copyright of any essay entered for this competition will remain with the author but submitted materials will be kept on file by The Church Monuments Society, or destroyed if the author so wishes.
13. The Church Monuments Society cannot be held responsible for the loss of any material submitted for this prize.

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