

The European Legal Forum

– Publication guidelines –

The European Legal Forum informing since 2000 on:

Private International Law and International Civil Procedure, International and European Commercial and Company Law, International and European Business and Competition Law, International and European Intellectual Property Law, European Consumer Law, International and European Labour Law, Law of the European Organisations, as well as on the European Legal Profession itself.

General rules

The European Legal Forum publishes 5-6 issues per year. Proposals for publications may be sent via email directly to redaktion@unalex.eu or alternatively to the members of the Editorial Board or National Editorial Board (please check for details on the website of the publishing house: ipr-verlag.de) at any time of the year and are assessed on a rolling basis.

Proposals for publications should be in English or in another European language accompanied by an English summary. The printed journal will only include English contributions but other language versions can be published in the online version (published on www.unlex.eu).

Contributions can be scientific articles, discussions or summaries of judgments, book reviews or summaries of research projects or conferences.

All manuscripts submitted must be the original work of the author(s) and the author(s) declare not to have infringed any copyright and to have avoided plagiarism and any other ethical misconduct. The authors are responsible for obtaining permission from copyright holders for reproducing any tables, illustrations or figures, as well as for correct quotation.

Manuscripts are treated confidentially. The acceptance for publication is subject to blind peer review by experts in the field who will provide an objective assessment of the manuscript.

The European Legal Forum offers assistance with formatting and before publication every contribution is submitted to English language review.

Manuscripts should be between 2.000 and 10.000 words (including footnotes).

Citation

You may use any commonly accepted style of academic citation, like for example the guidelines presented in the *Publication Manual of the American Psychological Association* (APA).

Please put the name of the cited authors in *italic*.

Example:

See *M.E. Gonçalvez*, *The EU Data Protection Reform and the Challenges of Big Data: Tensions in the Relations between Technology and the Law*, in *Information and Communication Technology Law*, 2017, p. 90.

When citing a book, please indicate the author who has written the book or its respective part in *italic*. Indicate also the title, the respective edition and refer to the page or margin note.

See *Thorn* in Palandt, *BGB*, 77th ed., Art. 1 Rom I, margin note. 3.

If you cite a European instrument, please also refer to the Official Journal:

Regulation (EC) No 1896/2006 of the European Parliament and of the Council of 12 December 2006 creating a European order for payment procedure (OJ 2006 L 399, p. 1).

When citing case law, please write the name of the parties or of the decision in *italic*. We appreciate if you also refer to the unalex number (also in *italic*). Cases are stored in the unalex database with a specific “unalex-number”, consisting of the abbreviation of the State and a continuous number [example: “AT-122”]. These “unalex-numbers” are part of the particular unalex citation/ linking system used in all our products. Therefore, we would be pleased if you check on www.unalex.eu if a case you cite is already contained in the unalex case collection, and if not, please inform in order to include the missing judgment to the unalex database.

Example:

CJEU 21 January 2016 – Joined cases C-359/14 and C-475/14 – *ERGO Insurance* = unalex EU-670.

See Bundesarbeitsgericht (DE) 23 March 2016 – 5 AZR 767/14 = unalex DE-3586.

If you refer to more than one page, margin note or article please use the abbreviation *et seq.*

..., page 22 *et seq.*

If the same publication has already been cited above, please do not repeat the whole title in the following footnotes, but use the abbreviation *ibid.*

Henning-Bodewig, *ibid.*, p. 1415.

When citing a website, please put the link in *italic* and delete the hyperlink. Please also indicate when the information was retrieved / last accessed.

Example:

The last issue of the European Legal Forum has just been published on *unalex.eu*:
<https://www.unalex-workshop.eu/Literature/PeriodicalIssues.aspx?ID=1> This page was last accessed on 1 February 2020.

Page lay out

Distance to edge: top 1,8cm, bottom 2cm, left 1,8cm, right 1,8cm

Font: StempelGaramond Roman

Type size – text: 9,5

Type size – main title: 11, in **bold**

Type size – sub title: 9,5, in **bold**

Justified text

Indentation: left 0cm, right 0cm, special indentation: first line by 0,25 cm

Spacing: before: 0pt, after: 4pt; line spacing: exactly at 12 pt

main title 1 column

text body: 2 columns (column width 8,45 cm; spacing by 0,5 cm)

Footnotes

Formatting:

Font size text: 7,5

Font size footnote number: 11

Indentation: special hanging by 0,4cm

Spacing: before 0pt, after 4pt, line spacing exactly at 8pt

Every footnote must start with a tab (after the footnote number) and end with a period.

The first footnote provides short information on the author (full name, titles, place of work).

This footnote (written in *italic*) is introduced by a * instead of a number and must be inserted at the beginning of footnote 1. You may insert a further footnote ** (also in *italic*) explaining the context of how this article was produced, for example as a speech for a conference.

Example:

* *Peter Paul Lawman, LL.M. (Lawtown University), Assistant Professor of International Law, University of Somewhere, Department of Law.*

** *This contribution is the outcome of the participation as a speaker to the International Law Conference, held in Paris (France), 1-2 November 2019.*

¹ First footnote to the text.

When referring to other footnotes in your text, please use *supra* and *infra*:

Supra, note 3.

Infra, note 12, para. 27.