



Manuscript Submission Guidelines

Before deciding where to send your work for consideration, please note that Ignatius Press:

1. **Rarely** publishes fiction and books for children.
2. **Does not** have a market for poetry, prayer books, and collections of already published essays.
3. **Does not** publish dissertations, theses, or small pamphlets.

For your manuscript to be considered for publication, we require both a hard copy sent to our editorial office **and** an electronic Microsoft Word file sent as an email attachment.

The hard copy can be sent to us at:

Acquisitions
1348 10th Avenue
San Francisco, CA 94122

The electronic Microsoft Word file can be sent to us at: acquisitions@ignatius.com

Your manuscript should be ready for publication.

Your submission should begin with a cover letter with your complete contact information, most importantly your email address. Page numbers must be included on every page, as well as a table of contents after the title page. Manuscripts should be complete, double-spaced, carefully proofread, and free from any special formatting at the time of submission.

Please do not send proposals or incomplete works.

Due to the high volume of unsolicited manuscripts we receive, the review process usually takes several months. You will be notified when a decision is made, regardless of the outcome, so **please do not write or call to check the status of your manuscript.**

If your manuscript is accepted for publication, it will be copy-edited according to our house style (a modification of that in *The Chicago Manual of Style – 16th Edition*). Manuscripts that are not accepted for publication will not be returned.

We appreciate your attention to our guidelines.