Legal Name about 1,000 words  
123 Main Street  
City, St Zip  
(555) 555-5555  
user@example.com

Title Of Work

by Pen Name

The text of your manuscript, indenting the first line by 0.5 inches, double-spaced in Times New Roman 12pt font.

Each paragraph must follow the previous without additional line breaks.

Subsequent pages must have a header in the format of last name of pen name followed by a slash, then the title of the work followed by a slash and ending with the page number. This document is pre-formatted to provide an example of this formatting, but you must customize it for your manuscript.