

Why should I have my manuscript assessed?

All writers, no matter what level of experience and skill they possess, need feedback. Our Manuscript Assessment Service provides you with a professional, objective analysis of your manuscript that will enable you to further develop your work closer to a publishable standard.

The Service employs professional writers and editors to read and comment on manuscripts. This brings a fresh eye to a manuscript that writers in isolation can no longer easily judge. The assessors are sensitive to writers' intentions for their manuscripts and will provide a rigorous and serious reading. The Service assesses novels, short story collections, biographies, autobiographies, historical books, collections of poetry, single short stories, young adult novels, children's books, romance, science fiction, tv scripts and screenplays. The assessors comment and advise on elements such as:

- character
- plotting
- writing style
- dialogue
- length
- presentation of the manuscript
- point of view
- pace
- narrative or poetic voice
- tone
- structure
- marketing possibilities
- appropriate research and appropriate use of research, likely readership

This is **not** an editing or proofing service. There will be no assistance with the more technical aspects of writing, such as grammar, sentence structure, word meaning, indexing or bibliographic format.

Submitting your manuscript

Step 1:	Manuscripts must be unbound, typed in 12 point and printed clearly on one side of A4 sheets, with lines double-spaced (1.5 line spacing for poetry). Pages numbered. Please secure your manuscript with a rubber band.
Step 2:	Include a synopsis (up to one page) of your manuscript.
Step 3:	Keep a copy of your manuscript. The Manuscript Assessment Service will not take responsibility for lost work.
Step 4:	The author's name is not to appear anywhere on the manuscript. Please include a cover page with your name for administration purposes only. The assessor may annotate your manuscript.
Step 5:	Attach payment to the booking form (see over). Note: Assessments will only proceed if payment is included.
Step 6:	Check you have included your manuscript, synopsis, booking form and payment.

Further information

Your assessment will be concluded within four to six weeks, at which time we will post your manuscript back to you. If you would prefer to collect your manuscript, please notify staff when lodging your assessment.

There can be no further correspondence involving advice or re-evaluation once your assessment has been received.

Copyright of assessors' reports remains with the assessors and cannot be published or otherwise used without approval. The author's copyright over a manuscript will be respected.

The VWC reserves the right to return manuscripts and payments at its sole discretion without further correspondence.



Manuscript Assessment Booking Form

Please complete and submit with correct payment, together with the manuscript and synopsis, according to the steps for submitting your manuscript (see previous page).

Name: _____

Postal address: _____

Suburb: _____ State: _____ Postcode: _____

Ph: work/mobile _____ Ph: home _____

Email: _____

Title of manuscript: _____

Type & genre (ie fiction/non-fiction): _____ **Word Count:** _____

Please choose ONE option: Assessment to be emailed Assessment to be posted

Please choose ONE option: Manuscript to be collected Manuscript to be posted

If you are not a current member and would like to join the Victorian Writers' Centre and take advantage of the members' discount, please tick and attach a completed Membership Application form.

Fees

Category	Max Length	Member	✓	Non-Member	✓	Totals
Short Manuscript	8,000 words	\$195.00	<input type="checkbox"/>	\$225.00	<input type="checkbox"/>	
Two Sample Chapters	8,000 words	\$195.00	<input type="checkbox"/>	\$225.00	<input type="checkbox"/>	
Two Short Stories	8,000 words	\$195.00	<input type="checkbox"/>	\$225.00	<input type="checkbox"/>	
Three Children's Picture Book	8,000 words	\$195.00	<input type="checkbox"/>	\$225.00	<input type="checkbox"/>	
Poetry	200 lines	\$195.00	<input type="checkbox"/>	\$225.00	<input type="checkbox"/>	
Script or Screenplay	12 pages	\$195.00	<input type="checkbox"/>	\$225.00	<input type="checkbox"/>	
Children/YA fiction	50,000 words	\$290.00	<input type="checkbox"/>	\$350.00	<input type="checkbox"/>	
Full Length Manuscripts:						
Fiction or Non-fiction	80,000 words	\$420.00	<input type="checkbox"/>	\$480.00	<input type="checkbox"/>	
Poetry Collection	3,000 lines	\$420.00	<input type="checkbox"/>	\$480.00	<input type="checkbox"/>	
Script or Screenplay	120 pages	\$420.00	<input type="checkbox"/>	\$480.00	<input type="checkbox"/>	
						Sub total \$ _____

Additional Prose over 80,000 words charged at \$11.00 per additional 10,000 words

Additional word count (rounded up to the nearest 10 000) _____

Additional word charge \$ _____

Total to be paid \$ _____

Office use only:

Assessor: _____	Submission Date: / /
Start Date: / /	End Date: / /
Assessment Received: / /	Assessment Sent: / /

Payment Advice

I enclose cheque/money order payable to the **Victorian Writers' Centre**

OR Charge this payment to my Visa/Bankcard/MasterCard

Card Number

Expiry Date: /

Card holder's name: _____ Signature of card holder: _____