

## ERCL STYLE SHEET AND GUIDE FOR CONTRIBUTORS

All contributions must be submitted in the European Review of Contract Law house style. The Editors will be happy to discuss proposed contributions and drafts with contributors.

### General

Contributions should be double spaced and with a 2.54 cm (one-inch) margin on both sides of the page. Contributions must be submitted in English, German, or French. They should be accompanied by an abstract in English of 100-150 words in length. German authors should hand in also an abstract in German language, French authors also in French. The length of articles should not exceed 8,000 words, the length of reports (sectoral and national) 5,000 words, the Case Notes 3,000 to 3,500 words including abstract (applicable to articles and reports) and footnotes. No table of contents will be published not even in articles; it therefore is not needed.

Authors should submit their contribution as an attachment to an email addressed to:

[schreiter@rewi.hu-berlin.de](mailto:schreiter@rewi.hu-berlin.de)

The author's name should appear under the title, and should be asterisked, with the author's designation - in all contributions - just above the footnotes.

### Special requirements for Case Notes

Case notes must be introduced by the capital information on the case the note refers to. The pattern is as follows:

**Case: CJEU – <short name of the case>, e.g. CaixaBank France**

#### Examples:

Judgment of the Court of <date>, e.g. 5 October 2004, <name of the case>, e.g.

CaixaBank France v Ministère de l'Économie, des Finances et de l'Industrie,

<number of the case>, e.g. Case C-442/02, <reference to the EC reports>, e.g.

[2004] ECR I-8961.

On these grounds the Court rules:

... (as stated by the court)

## **Corrections**

Whenever possible, alterations should be made to the manuscript and not on the proofs. Every correction to proofs results in resetting of the text, hence delay and increased cost. Revisions to proofs should be limited to essential new material which was not available at the time the contribution was initially submitted.

## **English Spelling**

English (UK) rather than English (US/American) spelling should be used, eg recognise, not recognize; labour, not labor.

## **Punctuation**

Full points and commas should be placed inside quotation marks. Semi-colons and colons go outside quotation marks. Footnote numbers should be placed outside quotation marks except when they are part of the exact quotation. Footnotes should always be placed immediately following a punctuation mark. No full points in acronyms and abbreviations: USA EC EU UK ECtHR CJEU. Full points are used after initials of a name, thus: H.G. Collins.

## **Capitals/Upper case.**

The first word of headings should be in capitals, and all proper nouns or names. The first letter of the words 'Member States', as in Member States of the European Community, should be capitalised, following the practice of the Official Journal of the European Communities.

## **Dates and Numbers**

1 January 2004. 2003-04 (not 2003-4 nor 2003-2004).

Numbers from one to nine are spelt out in words in the text (unless they refer to articles or sections of treaties, legislation etc.)

## **Quotations**

Quotations should be indicated by single quotation marks. A quotation within a quotation should be indicated by double quotation marks. A quotation which is more than about five lines long should be indicated as a separate paragraph, indented with a line space above and below. All quotations should remain exactly as in the original.

## **Latin phrases**

Latin phrases and other foreign expressions should always be in italics unless they are so common that they have become wholly absorbed into everyday language eg etc bona fide, but amicus curiae, pouvoir constituant.

## **Abbreviations**

These may be used in the text provided that the name is set out in full, followed by the abbreviation in brackets, at the first usage, eg European Court of Justice (CJEU). The abbreviation can then be used throughout the text. In the footnotes, the same usage is permitted except that common abbreviations can be used without introduction eg CJEU, EC. Latin abbreviations as follows:

ibid  
et seq  
eg  
ie  
cf

no full points or comma

The following, additional, abbreviations should be used:

n = note  
Court of Justice of the European Communities: CJEU  
Court of First Instance in full, never General Court  
European Court of Human Rights: ECtHR  
International Court of Justice: International Court

### **Footnotes**

These should be numbered sequentially throughout the text and should appear at the bottom of the page. Authors are asked to keep footnotes as short as possible without lengthy textual comment, and to make cross-references within the text as sparingly as possible.

Footnote numbers in text follow punctuation marks – comma, full point etc. The first letter of footnote will be capital except:

where it is part of Latin abbreviations: ibid eg ie cf

where it is a cross reference to another footnote, eg ‘n 4 above’.

### **Page references**

These are set out in full eg 123-124 (not 123-4)

Page numbers should not be preceded by ‘p’ or ‘pp’.

### **Headings**

A logical system of headings and subheadings, of descending levels of importance, should be used throughout. No more than three levels should be used. If headings and subheadings are numbered, the numbering should be consistent. The preferred style is as follows:

#### **I Introduction**

#### **II First thesis**

1 Subheading

2 Subheading

a) Sub-subheading

b) Sub-subheading

#### **III Second thesis**

1 Subheading

2 Subheading

3 Subheading

## IV Grand conclusion

Headings and subheadings are designed to guide the reader through the paper, so all headings and subheadings which do not add substantially to clarity should be omitted.

### Books

Books should be cited as in the following examples, with the titles italicised:

M. W. Hesselink, *The New European Private Law* (The Hague: Kluwer Law International, 2002).

M. C. Bianca and S. Grundmann (eds), *EU Sales Directive: Commentary* (Antwerp: Intersentia, 2002).

Specific references should be as above followed by the page number eg.

M. W. Hesselink, *The New European Private Law* (The Hague: Kluwer Law International, 2002) 55.

Contributions to edited books should be cited as follows:

M. Fabre-Magnan, 'Duties of Disclosure in French Law', in J. Beatson and D. Friedmann (eds), *Good Faith and Fault in Contract Law* (Oxford: Clarendon Press, 1995) 99.

For multiple citations to a book, see cross references below.

### Articles

Article titles, like the titles of contributions to edited books, should be in single quotation marks and not italicised. The titles of journals should be italicised and the name given in full.

For example:

H. Collins, 'La giustizia contrattuale in Europa' (2003) *XXI Revista Critica Del Diritto Privato* 659.

A reference to a specific page should be as follows:

(2003) *XXI Revista Critica Del Diritto Privato* 659, 685.

For multiple references to an article, see cross references below.

### Cases

References to Court of Justice or Court of First Instance cases should give the European Court Reports (ECR) citation, if available.

Case 132/82 *Commission v Belgium* [1983] ECR 1649 (CJEU).

Case 188/89 *Foster v British Gas* [1990] ECR I-3313 (CJEU).

If the ECR citation is not yet available, give date of judgment: eg

Case 199/04 *Commission v France* 10.12.2004 (CJEU).

For the European Court of Human Rights

*Stretch v United Kingdom* (2003) 38 EHRR 196 (ECtHR).

For national reports, follow the conventions of citation in the national legal system eg (for the UK)

*Harrow London Borough Council v Qazi* [2003] UKHL 43, [2004] 1 AC 983 (HL)

### **TEU and Community treaties**

**TEU** eg Article A TEU

**EC Treaty** eg Article 30 EC

**ECSC Treaty** eg Article 2 ECSC

**EAEC Treaty** eg Article 3 Euratom

### **Legislation**

EC, ECSC or Euratom legislation should be cited as follows:

(a) in the text: written out:

Article 2 of Regulation 11/89

Article 3 of Directive 89/21

Article 4 of Decision 89/31

(b) in footnotes: abbreviation:

Art 2, Reg 21/89

Art 3, Dir 89/21

Art 4, Dec 89/31

### **Cross references in footnotes to items already referred to in earlier footnotes**

References back to previously cited works must be done briefly but precisely:

Roppo, n 6 above, 342.

Case 132/82, n 10 above, 1650.

Ibid 134 (where the case or other item is cited in the immediately preceding footnote).

If several works by an author are cited in a previous note, then a date specification may be added:

Roppo (2004), n 6 above, 342.

### **Electronic data**

URLs should be cited in accordance with the following example:

A. Aviram, 'Regulation by Networks' (University of Chicago Law School, Olin Working

Paper no. 181, 2003), 14-15 at <http://papers.ssrn.com/paper.taf?.abstractid=387960> (last visited 2 May 2003).