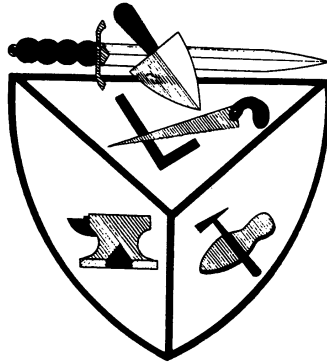


Guidelines for Submitting a Proposal or Manuscript

Founders Press

Committed to historic Baptist principles



Founders Press is the publishing arm of **Founders Ministries**, sharing the same concerns and committed to the same goals as the Founders Conference and *Founders Journal*. Founders Press is committed to producing and distributing books, pamphlets and other materials that are consistent with the doctrines of grace and that speak from a historic Southern Baptist perspective. These will cover devotional, theological, expository, historical and pastoral areas of interest.

The vision of Founders Press is to provide materials that can assist believers in worship, witness, private and group studies, discipleship efforts, and new member orientation. In addition, materials that introduce the Baptist heritage will also be produced. These will range from small, easy-to-read pamphlets to larger, more scholarly works. Founders Press takes as its theological framework the first recognized confession of faith that Southern Baptists produced, *The Abstract of Principles*. We desire to encourage the return to and promulgation of the biblical gospel that our Southern Baptist forefathers held dear.

If you are interested in submitting a manuscript or proposal for a book in keeping with the purpose statement above, please refer to the guidelines and submission form on the following pages. A current copy of our style sheet: “Issues in Style and Formatting” is available on our website to help you prepare your material.

Please note: Proposals and manuscripts will not be considered for publication unless they are in keeping with our purpose statement and are submitted with a completed Author Information form. Manuscripts will not be considered ready for publication or included in our publication schedule until they are completed, edited to conform to our style sheet and approved.

To submit a **book proposal**, please send us the following:

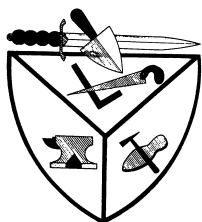
1. Cover Letter
2. Completed Manuscript Proposal / Author Information form (See next page)
3. Prospectus, including an outline or Table of Contents (TOC), sample chapters, estimated number of pages

To submit a **manuscript** of a book or article, please send us the following:

1. Cover Letter
2. Completed Manuscript Proposal / Author Information form (See next page)
3. Manuscript (See Issues of Style and Formatting for guidelines.)
 - You may send your manuscript as a hard copy (printed on one side of the paper) or as an email attachment, provided it is less than 1 MB. If sending a digital file, please use a Word document (.doc) or PDF file (.pdf). We will not accept manuscripts sent as email text or fax.
 - If your document is too large to send as an email attachment (larger than 1 MB), you may send it on a disk (CD only) as a Word document or PDF file.
 - If your book or article is accepted for publication, you must be able to provide both a hard copy (printed on one side of the paper) and a digital copy of your finished work in Word (.doc) or Rich Text (.rtf) format.
 - If you wish your material returned to you, please include a self-addressed and stamped return envelope.
 - We will try to respond to all submitted manuscripts and proposals as quickly as we are able. Manuscripts may take more time—as long as several months. If you have not heard from us within 120 days of submitting your manuscript, please contact us to inquire about its status.

Please send your submission to:

Kenneth Puls
Founders Press
P.O. Box 150931
Cape Coral, FL 33915



Founders Press

Committed to historic Baptist principles
P.O. Box 150931 Cape Coral, FL 33915
(239) 772-1400 – phone (239) 772-1140 (fax)
www.founders.org



Manuscript / Proposal Author Information Form

This completed form should accompany any proposal or manuscript sent to **Founders Press**.

Working Title _____

Subtitle _____

Author or Editor _____

Address _____

Home Phone _____

Office Phone _____

Fax _____

E-mail _____

Describe your vocation, present position and significant previous employment.

Education (and professional organizations):

Previous books or articles published:

What is the purpose of the book?

How is the purpose of the book in keeping with the purpose of Founders Press?

What main points are you attempting to communicate?

Who would you see as the buyers of this book?

What makes your book unique or worthwhile compared to other books of similar purpose?

Is your manuscript complete? If not, when do you estimate you can complete it?

Does your manuscript contain quotations from Scripture? From which version(s)?

Have you submitted your manuscript to any other publisher?