AJBT Publication Contract Agreement

Journal Publications



- Manuscripts are to be sent to <u>editor@biblicaltheology.com</u> in Microsoft WORD® format using the style sheet
 described on the <u>www.biblicaltheology.com</u> submission instructions website. Upon receipt the article is reviewed by
 the AJBT Board of Directors to ascertain its suitability for publication.
- Upon approval, a blind copy of the article is transmitted to three members of the volunteer review staff who will read the article and indicate their approval or disapproval for publication.
- An accepted article is then edited for publication on the AJBT website and placed in the publication queue. Articles are published weekly or biweekly, taking few months to work its way through the queue.
- Once published, a link to the paper is placed on the Journal index page and remains for a minimum of eight weeks. A
 link to the paper is also placed in the Journal research archive and remains for the life of the Journal.
- The published article is then entered into competition for inclusion in The Journal of Biblical Theology, the AJBT quarterly print Journal that is indexed by ATLA Religion and Serials databases. Each quarter the Board of Directors recommends twelve articles for inclusion from the Journal archives.

There is no cost to the Author for AJBT or JBT Journal publication, and there are no royalties accrued. However, a donation to Journal operations of \$100 is appreciated to offset the costs of preparation and publication.

Textbooks

- Manuscripts for publication are to be sent to editor@biblicaltheology.com in Microsoft WORD® format using the style sheet described in the submission instructions on the www.biblicaltheology.com website.
- The manuscript is then edited for publication. This includes typesetting, page layout, pagination, and the creation of hyperlinks between the table of contents and the text. The author is provided a copy of the final, edited, manuscript in .PDF format.
- The author is responsible for the submission of cover art for the text, though the volunteer Journal staff may provide some assistance in this if necessary.
- Upon completion, the manuscript is uploaded for publication on the Amazon marketplaces (.com, .co.uk, .de, .fr, .es, .it, .nl, .co.jp, .in, .ca, .com.br, .mx, .au, and second-party bookstores (AbeBooks and others) in both Paperback and Kindle eBook formats.
- Royalties: Books are initially sale priced so that the author receives a royalty of \$2.00 for each book sold on Amazon marketplaces and \$0.30 in second-party bookstores. Royalties are paid in January, April, July, and October for previous calendar quarter sales. Authors will be emailed a comprehensive quarterly report along with payment options. The Journal also receives a similar royalty to help offset publication costs. Higher author royalties can be contracted by increasing the sale price at the discretion of the author.

There is an initial one-time cost to the author of \$0.50 per page of the final published book to pay for the editing, layout, and publication process. This cost can be deferred against future royalties at the discretion of the author.

Copyrights of all publications are retained by the author. The Journal retains a fair-use copyright that allows the publication of an author's manuscript in Journal publications only.

By signing below, I certify that I am the author of the submitted manuscript, and both understand and agree with the above-stated guidelines and policies, and I give the AJBT my permission to publish my work.

Author Name:	Signature:	Date:
Publication Title:		
Degree granting institution:		Degree held: ☐ Bachelor ☐ Master ☐ Doctor
Current employment/ministry/etc		