

*The Journal of Comparative Law*  
*Style Guide*

If in doubt, please contact us in advance.

*Name, Titles and Affiliation*

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*Line-spacing*

Submissions should be presented in one and a half line spacing for the text, single line spacing for footnotes.

*Headings*

Unless it is absolutely necessary, there should be no more than three heading levels. Headings should be formatted as follows:

HEADING ONE

**Heading Two**

### *Heading Three*

#### HEADING FOUR

*Heading five.* Indented and followed by text.

### ***Paragraphs***

The first paragraph after a heading should be indented to the left margin.

Subsequent paragraphs should be indented by one tab.

### ***Spelling***

Both North American (Webster's Dictionary) and United Kingdom English (Oxford English Dictionary) orthographies are acceptable. United Kingdom English will be used for the final text.

### ***Foreign words and phrases***

#### *Transliteration*

Roman scripts. The script used for the particular language concerned should be used, with any additional marks as appropriate, eg the umlaut in German: Überseering.

Non-Roman right-to-left scripts (Arabic, Persian etc). The author should state which transliteration system has been used. A simplified system should be used where possible (ie without additional marks such as diacritics, lines over vowels, etc). If it is felt necessary to provide full transliteration, this should normally be done in an appendix to the piece.

Ideographic scripts. The author should state which transliteration system has been used, and provide a glossary of characters for key terms at the end of the article.

Non-Roman left-to-right scripts (Cyrillic, Greek, etc).

### *Italics*

Italicise 'truly' foreign words and phrases (*hawala, juge d'instruction*).

Do not italicise 'naturalised' words, phrases and abbreviations thereof (eg *de facto, inter alia, quaere, passim, cf, eg, ie, id*).

Do not italicise proper nouns: Ahmad Ibn Hanbal.

Capitalise Chinese surnames and place them first: LI Xiao.

### *Words in languages other than English*

Please provide translations and, if necessary, very brief explanations of all words in a language other than English.

These should be placed either in square brackets after the word: *hawala* ['transfer', often erroneously translated as 'assignment'] or in a footnote.

### *Numerals and dates*

In the main body of text, spell out numbers and ordinals from one to ten inclusive, unless they are to do with sections/articles, etc (eg 'section 2.1 of article 3(a) of the draft convention'). Eleven onwards, use digits. In footnotes, digits are used for the sake of brevity. So, '18 chapters' would be presented as such, but 'four chapters' would be as such unless in a footnote, in which case it would be '4 chapters'. If the number is inexact, it is spelt out (eg 'around fifty or so people voted against the proposal'; '54 people voted against the proposal'). Always use digits for percentages. Consecutive numbers, ie page numbers: 1-10; 136-37; 2345-46; 2345-401. Dates: 30 March 1995; 1980s-90s; 19th century; 2003-05.

### *Abbreviations and Acronyms*

No full stops. Eg WTO, CJ, QBD, ie.

Do not abbreviate journal titles, eg Modern Law Review should not become MLR.

For law reports, see below.

Place definitions between brackets without quotation marks or explanatory words such as ‘hereinafter’: the United Nations Organisation (UN).

### *Capitalisation of Article Titles and Headings*

The UK style of capitalisation, rather than the US style, should be used. In other words, only capitalise verbs, nouns, adjectives and adverbs, but not the definite or indefinite articles, prepositions or conjunctions: Comparative Legal Studies Seen through the Eyes of an Islamic Scholar and a Chinese Jurist.

### *Quotations*

Single quotation marks are to be used. Double quotation marks are only to be used within a quotation.

The quotation should be given as is, ie without any change to the case of the initial letter.

So a quotation from inside a sentence reads: According to Smith ‘comparative legal studies is a field which needs radical reform’.

And a quotation which starts with the beginning of a sentence reads: According to Smith: ‘There are numerous ways of approaching comparative law methodology.’

If a quotation is more than five lines when indented, it should be indented without quotation marks.

An extract from legislation should be treated as a long quotation.

### *Omitting words in quotations*

In order to indicate an omission, an ellipsis (three full stops) with a space preceding them should be used, inside square brackets: ‘Contract law is intrinsically capitalist [...] but has been used in communist societies.’

This should also be used both for omissions within a sentence and for the omission of whole sentences: ‘The doctrine of precedent is anathema to the Islamic conception of justice. [...] However, it has crept into positive legal systems in Muslim-majority jurisdictions.’

(An ellipsis without square brackets is used to indicate an ellipsis in the original quotation.)

Do not use ellipses at the beginning and end of quotations.

### *Footnote cues*

Place footnote cues after, not before, the nearest punctuation: Smith claims X.<sup>1</sup>

### *Dashes*

There are three types of dash:

The hyphen (the shortest);

The En dash (the width of the letter N);

The Em dash (the width of the letter M).

When joining two words together, use a hyphen without a space: World-weary.

When indicating inclusive dates and numbers, use a hyphen without a space on either side: 26-38.

When bracketing a phrase, use an Em dash: Bloggs — as was his wont — had fried eggs for supper. It may be necessary to use a double short hyphen.

Hyphens should only be used when necessary, and not as substitutes for commas, full stops or brackets.

## ***Footnotes***

Footnotes, not endnotes, should be used.

Footnotes should be used to give the source of a quotation, support for an statement or argument (or a reference to a contrary opinion) and as a guide to the first stage of further reading. They should not be used to provide lengthy counter-arguments or related discourse.

The same style rules apply to footnotes as to the main text.

Only 'above' and 'below' are to be used to refer the reader to other places in the piece; do not use *op cit*, *infra*, *ante*, *post*, *loc cit*. *Supra* is used to indicate the first place of citation of a source (see below).

## ***Citation***

### ***General***

Authors should use the citation style set out below. It would be helpful, but is not essential, if contributors could use the EndNote program for citations, and provide an EndNote library containing the citations used.

### *Non-Roman scripts*

Non-Roman left-to-right scripts (Cyrillic, Greek etc); the original script is preferred, with transliteration provided.

If a transliteration system has been used in the text, the same system should normally be used for the source.

Non-Roman right-to-left scripts (Arabic, Persian etc). Citations should be entirely romanised in the text and the footnotes. Author names should be in shortened form, eg Abu'l-Walid Muhammad Ibn Ahmad Ibn Muhammad Ibn Rushd becomes Ibn Rushd: Ibn Rushd (1935) *Bidayat al-mujtahid wa-nihayat al-muqtasid*.

A fuller version, with an indication of the original language in round brackets, a translation of the title into English in square brackets and, if applicable, the common Western name after the title

the name in square brackets, should be provided for the bibliography: Ibn Rushd [Averroes] (1935) *Bidayat al-mujtahid wa-nihayat al-muqtasid* (in Arabic) [*The Distinguished Jurist's Primer*].

Ideographic scripts (Chinese, Japanese etc). The original ideographic script title should be provided at the end of the piece.

### *Books*

A reference to page 23 of the second edition of Alfred Bertram Chalmers' book *Comparative Law in Perspective* should read:

Chalmers, AB (2005) *Comparative Law in Perspective* (2nd ed) Freddie Press at 23.

### *Chapters in Edited Volumes*

A reference to page 67 of the chapter by CD Smith which starts on page 45 in the edited book entitled *Comparative Methodology*, originally published in 1992) should read:

Smith, CD (2005) [1992] 'Comparing Something to Nothing: When There is Nothing There to Compare' in Patel, EF and Jones, GH (eds) (2005) *Comparative Methodology* Freddie Press 45 at 67.

### *Journal Articles*

A reference to page 145 of AB Charles, KL Mim and NO, Pi's article in volume 2 of the *Journal of Comparative Law* should read:

Charles, AB; Mim, KL and NO, Pi (2006) 'Consideration and Cause' (2) *Journal of Comparative Law* 123 at 145.

It is not necessary to include a reference to the issue number, nor to provide the end page of an article.

### *Distinguishing between Authors*

If two authors write in the same field and have the same surname and initial, put the forename:

Mim, Kyle L and NO, Pi (2006) 'Consideration and Cause' (2) *Journal of Comparative Law* 123 at 145.

### *Distinguishing between Books by Place of Publication*

If a book has distinguished by its place of publication: I refer to the London edition.

If this has to be done on a repeated basis in a piece, simply provide the place of publication throughout.

### *Cases*

Cases should be cited in accordance with the normal practice in the relevant jurisdiction, expanded in order to make it as easy as possible for the non-expert in the law of that jurisdiction to identify the source. For example:

Cour de Cassation, chambre civile, 3 March 1891, Dalloz périodique 1891, I<sup>ère</sup> partie, p 249.

Case names should be italicised: *Salomon v Salomon*.

### *Abbreviating Citations*

If you are not using a reference program, citations may be abbreviated using the author's name(s) and a shortened version of the title (if shortening is necessary) and a reference to the footnote in which the work is first mentioned: Mim and NO 'Consideration' supra at 36.

Repeat citation of other sources (such as an official journal) should use 'id'.

Op cit should not be used.

However, if you are using a citation reference program, insert a citation reference on every occasion.

### *Referring to the Same Work*

Id is used to refer to the same, immediately preceding, work, or the same author(s).

Either:

1. Charles, AB; Mim, KL and NO, Pi (2006) 'Consideration and Cause' (2) *Journal of Comparative Law* 123 at 145.
2. Id at 150.

Or:

1. Charles, AB; Mim, KL and NO, Pi (2006) 'Consideration and Cause' (2) *Journal of Comparative Law* 123 at 145.
2. Id (2004) 'Comparative Contract Law in the New Millennium' (8) *Journal of Contract Law* 796 at 814.

Ibid is used to refer to the same, immediately preceding, page of the same work.

1. Charles, AB; Mim, KL and NO, Pi (2006) 'Consideration and Cause' (2) *Journal of Comparative Law* 123 at 145.
2. Ibid.

### *Citation of Electronic Sources*

Web-pages should be cited using the words 'available at', followed by a colon; an indication that the source is electronic is unnecessary. Please prevent the automatic transformation into a hyperlink: Available at:

<<http://cisgw3.law.pace.edu/cisg/text/peclcomp48.html>>.

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