

Template for submissions to CommBar Newsletter

1. [Identify practice area to which contribution relates]
2. [Identify type of contribution – eg case note, note of legislation, book review etc]
3. [Name of author]

Title – this should be a one line grab –not the name of the case

Short abstract of case – 50 words max

*[The abstract should summarise the ratio/significance of the topic in sentence form.
It should not be catchwords]*

Text of note

[Case names and titles of legislation should be italicised. For cases, the medium-neutral citation should be given. If you would like the report of a case to be hyperlinked to the note, then either insert the hyperlink around the citation or provide the URL for the Austlii version of the case, so that the editor can insert it eg *Taylor v Haileybury* [\[2013\] VSC 58](#)]

Use appropriate sub-headings.

Conclude with some commentary that reflects why you selected this item as suitable for a newsletter item, for example:

- the consistency of the case with previous case law;
- the implications of the decision for the way certain matters should ideally be conducted in the future; or
- some key point of the decision (that is not otherwise summarised in the abstract).

The case note should be as concise as the material permits, ideally around 500 words, but strictly no more than 750 words

References should be included in the text of the note rather than in footnotes.

References to other cases should include a medium-neutral citation where available (as to hyperlinking of citations, see above).

In other respects, contributions should adopt the guidelines for submissions to the Law Institute Journal, which are available at

<http://www.liv.asn.au/PDF/News/Journal/Write/2012AuthorGuidelines>]