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Sandpoint Magazine Writer's Guidelines

Sandpoint Magazine covers the Greater Sandpoint area, generally the two northern counties of Idaho, and publishes two issues per year – a summer issue in May and winter issue in November. Each issue contains lively features, entertaining stories, comprehensive event calendars and guides to getting the most enjoyment out of living in or visiting Sandpoint, Idaho. Readers are active residents, visitors, and potential residents and visitors. Published continuously since the Winter 1991 edition, Sandpoint Magazine's circulation is 30,000 copies in summer and 25,000 in winter, mostly through free distribution. The magazine is published online as a digital flip-page edition at www.sandpointmagazine.com along with a selection of stories at www.sandpointonline.com.

Sandpoint Magazine is 75 percent freelance written, on assignment only. Well-written queries should include some advance research to determine the story's worthiness. Subjects that appeal to the broadest base of readership are most likely to be considered. Freelance writers are paid 20 cents per word for regular stories and 25 cents per word for almanac stories; paid upon publication, buying first North American rights, with reprint rights and inclusion on the magazine's website. Kill-fees are one-third of the assigned story price. Sandpoint Magazine also pays for photography, buying first North American rights, with reprint rights and inclusion on the magazine's website. Rates are based on the reproduction size: cover, \$350; spread, \$200; full page, \$150; three-quarter page, \$100; half page, \$75; quarter page, \$50; and thumbnail, \$25. If a photo is picked up and republished in a later edition, the rate is a 50% re-use fee based on the reproduction size in the latest issue.

Sandpoint Magazine adheres to [AP Style](#) and uses [Merriam-Webster](#) as its authority. Writers are responsible for fact checking information in their stories, including the spelling of all proper names. **Include contact information for sources and caption/credit information for photos you submit.**

Editorial categories include:

Almanac: 250-400 words on the "who, what and why in Greater Sandpoint." These are fun, short and easy-to-read stories about people, history, places, things, unique businesses, anomalies of all sorts, little-known facts, etc.

Interview: Feature interviews with notable people, famous people or people who did something extraordinary who have some connection to Sandpoint, whether they were born here, live here part-time or full-time, etc. These usually run 2,000 words or so.

Feature Stories: Cover story and other features on recreation and lifestyle, history, personalities, social trends, local groups and organizations, and a range of other topics, running anywhere from 600 words to 2,000 words or more.

Real Estate: Feature stories and sidebars related to local real estate. The main feature is 1,300 words or more, and the sidebars/secondary features run from 400 words and up.

Photo Essay: This has been a regular feature for several issues. Both amateur and professional photographers are invited to submit photos based on the particular theme for each issue.

Sandpoint of View: Previously “Last Page” feature, this is a 600-word, thought-provoking, intriguing essay found on the last page of the magazine.

Important things to remember when submitting stories:

1. Include your contact information, a suggested headline and your byline.
2. Include a list of your sources and their contact information.
3. If you're submitting photos, be sure to include information about them: photo captions and photo credits. Any help you may provide in acquiring photography and other artwork to illustrate your stories is appreciated.
4. Fact check everything, including the spelling of all proper names.
5. Adhere to assigned word counts. Stories considerably over word count are not acceptable.

Important things to remember when submitting photography:

1. Images need to be high-resolution, capable of being printed full-page (basically 8.5x11 inches) size at 300 dpi. JPEGs are fine.
2. Submit photos by e-mail, on disk, thumb drive or by a service such as Dropbox. Please don't send low-res files without following up with the high-res versions.

Potential contributors should contact Billie Jean Gerke, editor, 208-263-3573 ext. 115 or billiej@keokee.com.

*At this time, Sandpoint Magazine does not publish fiction or poetry.
Unsolicited manuscripts are not encouraged.*