



## Windscrip Magazine – Cover Letter Form

**Please download and save this form and name it using the following format:  
"First Name Last Name – cover letter".**

**Do not send a link to this document as links are not accepted. You must attach  
this cover letter to your email along with your submitted poetry and/or prose.**

Please print clearly if you are filling this form out by hand.

<b>Submitter Information</b>			
<i>All fields are required and must be completed in full or your submission will not be accepted.</i>			
<b>Date</b>			
<b>Name</b>			
<b>Pronouns</b>			
<b>Mailing Address</b>			
<b>City</b>			
<b>Province</b>		<b>Postal Code</b>	
<b>Phone</b>			
<b>Email</b>			
<b>50-Word Biography</b>  <b>(in third-person)</b>			

**Parent/Guardian Information**

*All fields are required if you are under 18 and must be completed in full or your submission will not be accepted.*

I am 18 years old or older and do not need to provide guardian information.

I am under 18 years old and will provide guardian information.

**Guardian's  
First and  
Last Name**

**Guardian's  
Phone  
Number**

**Guardian's  
Email  
Address**

**High School and Teacher information**

*All fields are required and must be completed in full or your submission will not be accepted.*

**High School  
Name**

**High School  
Mailing  
Address**

**City/Town**

**Province**

**Postal  
Code**

**High School  
Phone  
Number**

**Teacher's  
First and  
Last Name**

**Teacher's  
Email  
Address**

### Poetry and/or Prose Submissions

You may submit up to six poems and two prose (fiction or nonfiction) pieces that do not exceed 1500 words each – a maximum of eight pieces total. Ensure each piece is properly formatted according to our guidelines.

Note: eight spaces are provided below, but you do not need to submit eight pieces to the magazine. If you are only submitting one poem, please fill out “Poem 1 Title” spot and leave the rest blank. If you are only submitting one prose piece, please fill out “Prose 1 Title” and leave the rest blank.

Your title(s) must be included on this cover letter document or your submission will not be accepted.

Poem 1 Title	
Poem 2 Title	
Poem 3 Title	
Poem 4 Title	
Poem 5 Title	
Poem 6 Title	
Prose 1 Title	
Prose 2 Title	

#### To Submit:

Always keep a copy of your submitted work. Submissions will not be returned.

Please email this cover letter and your poetry/prose (properly formatted as per our guidelines) as attachments to [windscripvmagazine@gmail.com](mailto:windscripvmagazine@gmail.com) with *Windscrip Submission* in the subject line by **11:59 p.m. on December 14, 2023**

For more information: please see the Windscrip Magazine web page: <https://skwriter.com/programs-and-services/publications/windscrip>

Questions: please contact the Program Manager at (306) 791-7746 or [swgevents@skwriter.com](mailto:swgevents@skwriter.com).