**FULL MANUSCRIPT (MS.) REVIEW FORM INSTRUCTIONS**

Fill out this form and send it in with your manuscript. Email this completed form AND your ms. as 2 attachments to **critiques@megleader.com.**  **MAKE SURE YOU EMAIL YOUR SUBMISSION FROM THE SAME EMAIL ADDRESS YOU USED TO PURCHASE YOUR CRITIQUE.** If you submit from any other email address (without notifying me IN ADVANCE of the change in contact information), your submission will be immediately deleted and no critique will be performed.

When you purchased this review, you specified whether your story was <100,000 words, or 100,000-150,000 words. If you purchased the shorter length review, only the first 100,000 words (about 360-400 ms. pages if properly formatted) will be reviewed no matter how long the story is. In the longer category, only the first 150,000 words will be reviewed.

Your manuscript should be in proper manuscript format, 12 point, double spaced, first line of paragraphs indented 0.5 inches, 1” margins all around, left justified, pages numbered, your name/title in the header, etc. Look online for info on how to properly format a book ms. for submission if you’re not sure how to do that. Please use a serif font such as Book Antiqua, Palatino, Bookman, or similar. I prefer NOT getting Times Roman (hard on the eyes!) but it’s acceptable. Include a title page with Title, your name (pen name is OK but include the name you used to order the evaluation), email, phone, and word count rounded to the nearest 1000 words.

Send this form and your ms. as attachments in DOC or DOCX format in an email to

**critiques@megleader.com**

If you have questions, feel free to email me at the same email address. I’ll be happy to help.

**Turnaround time is normally about 30 days for those <100,000 words, and 45 days for a ms. of up to 150,000 words.** I try not to let evaluation requests pile up and will do them as fast as I can, but I always want to give each request my full and closest attention. If there is a delay, I will email you to let you know and explain the problem (illness, family emergency, etc.). When I receive your ms. submission, I will email you within one business day with an estimated response time based on the current number of submissions I have.

For information on the current products offered to help writers, please click the [link HERE](https://storedirectory.megleader.com/). My products change and expand regularly, so please check back often!

A NOTE ABOUT MS. LENGTH:

Each genre has specific length limits relevant to their stories. These are the current suggested length guidelines that agents and editors prefer, as recently stated by Janet Reid, a NYC Literary Agent:

* **Sweeping, epic fantasy: 150K at a minimum.**
* **Sweeping, epic, historical fiction: 120K at a minimum. More is better.**
* **Science fiction novels: 75-125K**
* **Romance novels: 65-100K**
* **Women’s fiction: 100K and up**
* **Crime novels: 80-100K**
* **Thrillers: 80-100K**
* **Noir novels: 65K-100K**
* **YA: 65-100K**

I urge you to stay within the above length guidelines if you aim for traditional publication (or even if you plan to self-pub, since those lengths are what readers generally expect from their novels). **Ms. Reid reported recently that the 2nd most common reason she rejects queries is inappropriate length of the ms. based on the genre.** If your ms. is significantly outside the above guidelines, either too short OR too long, I will definitely note that, and will suggest ways to bring your story back within the bounds of the suggested limits above.

A final note:

The tools and products I offer to help writers succeed change often in my catalogue. You can check the current available products by clicking on the [link HERE](https://storedirectory.megleader.com/). Please come visit often!

**YOUR NAME (and PEN NAME if using):**

**YOUR EMAIL (use the one used when you purchased this review):**

**GENRE OF STORY: LENGTH OF STORY:**

**TITLE OF YOUR STORY:**

**IS THIS REQUEST PART OF PREPARATION FOR A CONTEST ENTRY OR OTHER SUBMISSION DEADLINE? IF SO, WHAT DATE DO YOU NEED THE COMMENTS BACK?**  Please allow time to implement suggested changes in your chapter after you get my comments. I will do my best to meet this deadline if I can. Assume you’ll need at least 30 to 60 days after you receive my comments to implement suggested changes.

**IS THERE ANY SPECIFIC ELEMENT YOU WOULD LIKE ME TO FOCUS ON IN PARTICULAR?** Dialogue? Story line? POV? Plot? Story world? Backstory? Characters? Voice? Anything? I’ll be looking at all story aspects but I’ll give special attention to the issues you’re most concerned about.

Finally, please remember that all comments and suggestions are, by their very nature, subjective, just like all editorial comments you get from anyone. I try to offer suggestions that I believe will improve your story and your writing, offer encouragement when you do things well, and suggest ways to elevate parts of your story when I see ways to do that.

I look forward to reading your story!

Meg Leader