

Next meeting

Commissioning new authors

Aviva Tuffield and Maryann Ballantyne

Wednesday, 4 October 2006

English Speaking Union

146 Toorak Rd (West), South Yarra
(between Walsh and Marne Streets Melway 21 4E)

6.30 pm for 7.00 pm

A variety of finger food (including vegetarian) from our new caterer will be served. Tea and coffee provided. Drinks at bar prices.

\$20.00 members, \$25.00 non-members.

Join us to hear Aviva and Maryann discuss the pleasures, responsibility, tactics and anxious moments involved in commissioning new authors of children's books and adult fiction.

Aviva Tuffield has worked in publishing for almost ten years, mainly as an editor. She was previously Deputy Editor of *Australian Book Review* and is now Fiction Acquisitions Editor at Scribe Publications, where she is developing Scribe's fiction list. Scribe Publications was awarded Australian Small Publisher of the Year 2006. Aviva also regularly reviews books and interviews writers for various publications.

Maryann Ballantyne began her publishing career at Penguin Books in 1984 and then went on to work for Five Mile Press and William Heinemann Australia. In 1996, Maryann and her partner began Black Dog Books, packaging individual titles and series for an international market. Since 2000, Black Dog has been publishing quality children's books under the Black Dog Book imprint.

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PLEASE NOTE BOOKING DETAILS

Bookings are essential.

Please book with Helen Bethune Moore – email preferred – at <hbmedit@optusnet.com.au> or phone 0402 354 653.

Book strictly before 5 pm Monday, 2 October. State if you are a member, ASTC member, Victorian Writers' Centre member, AusSI member or non-member. If you need to cancel please contact Helen as soon as possible.

Cancellations after 7 pm on the day before the meeting must still be paid for.

Submissions invited

Submissions for the Society of Editors (Vic.) *Newsletter* are welcome. Please send feedback, suggestions or submissions to *Newsletter* Editor Kirstie Innes-Will at <kirstieaiw@gmail.com>.



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Disclaimer: The views expressed by individuals in this *Newsletter* are their own and do not necessarily represent the views of the Society of Editors (Victoria) Inc.

IPEd notes

News from the Institute of Professional Editors

September 2006

IPEd has some major advances to report, including a new working group, a timeline and an indicative budget. The meeting of the Interim Council in Canberra in the first week of August confirmed that face-to-face discussions are far more productive than email or even teleconferences. We thank Virginia Wilton for arranging accommodation and food and providing a very comfortable venue at her company's premises.

iped-editors.org

The new working group is convened by Mike Purdy of the Canberra society, who has already volunteered considerable

time to set up the IPEd website. The group, which is made up of the web managers of the societies, aims to inform members about the site and encourage them to use its interactive features. If you want to have a go, join the forum on the draft document 'Ideas for Strengthening a Society'. We look forward to your contribution.

Timeline

The timeline is a dynamic document and the version on the website will be updated from time to time, so only a summary is given here.

Date	Event	Responsible body
2006 Oct	Complete the draft documentation for the accreditation scheme: guidelines for applicants and assessors, information kit for applicants, etc.	Accreditation Board
Nov	Hold workshops to discuss revised <i>Standards</i> , accreditation documentation and any other IPEd developments	Societies, Accreditation Board, IPEd working groups
2–3 Dec	Meeting of representatives of first pool of assessors (distinguished editors)	Accreditation Board
2007 end Jan	Meeting of Interim Council	Interim Council
Feb	Complete the proposal on the structure of the national organisation, including constitution and three-year indicative budget	National Organisation Working Group
Feb–Mar	Present the proposal to the societies	IPEd delegates
Feb–May	Vote to approve the national organisation (to be completed by 1 May)	Societies
9–12 May	Hobart IPEd conference: Meeting of Interim Council	Tasmanian Society of Editors, Interim Council
May–Jun	Societies amend their constitutions to enable them to join the national organisation Finalise the arrangements for becoming a legal entity (by 30 June)	Societies, Interim Council
Jul	Launch IPEd PR campaign Publish revised <i>Australian Standards for Editing Practice</i>	Communications Working Group, Standards Revision Working Group
Oct	Call for applications for accreditation	Accreditation Board

IPEd indicative budget 2006–07

Income (\$)		Expenditure (\$)	
Detail	Amount	Detail	Amount
Seed funding (levy of \$20 per member)	28 000	Meeting of Interim Council (Nov 2006)	5 000
		Meeting of Interim Council (May 2007)*	2 000
		Accreditation Board (AB) meetings (2)	7 000
		Accreditation assessors meeting	5 000
		Teleconferences: Interim Council (3)	1 500
		Working groups and AB (12)	5 000
		Legal fees for incorporation	1 000
Total	28 000	Total	26 500

*In Hobart, in conjunction with the national conference.

The working groups have also been busy at their various tasks; their news will be reported next month.

Janet Mackenzie
Liaison officer

Seed funding for the Institute of Professional Editors

In May 2006, the Interim Council of the Institute of Professional Editors asked the state and territory societies to contribute a one-off fee to help fund the establishment of the national organisation over the next eighteen months. This fee is equivalent to \$20 per member. As IPEd is not yet incorporated, it does not have the power to manage its finances. The fund is currently held in a sub-account by the Canberra Society of Editors. The Council, the Accreditation Board and the national working groups will continue to report to the state societies on all money spent, but having a fund to draw from makes account-keeping easier and transactions more efficient.

Each society decides how it will raise its contribution to the seed fund. Some societies are holding fundraising drives or levying their members. The committee of the Society of Editors (Victoria) has chosen to pay its contribution of \$8260 from its reserves. The committee has consistently held that the development of a national organisation is in the interests of Victorian editors. As the national organisation will benefit all our members, the committee believes that the contribution should be split equally between them. Furthermore, due to our expanding membership, the Society currently has a substantial surplus. It is therefore a good use of our surplus to ensure the viability of the national organisation, without placing another financial burden on members.

The period leading up to the creation of the national organisation is obviously one of high activity. The existence of the fund makes it easier to plan and budget for this activity.

Keep this date free!

A workshop to discuss IPEd developments will be held on:

Sunday, 12 November, 2–5 pm
Victorian Writers Centre
Nicholson Building, 37 Swanston St, Melbourne

The workshop will review the draft documentation for the accreditation scheme, including guidelines for assessors and the information kit for applicants, and will hear the latest news on forming a national organisation for the profession.



Invest in your career

Take up an unparalleled opportunity for professional development by enrolling in the Redact residential workshop at Mansfield on the weekend of 27–29 October 2006. **Registrations are now open**, so act now to secure your place.

Course update

The organising committee has been enjoying enthusiastic meetings with the presenters of our three strands to finalise the curricula for the Redact intensive weekend. Each strand will be jam-packed with the presenters' knowledge and experience, and participants will be assured of a stimulating and, yes, intensive weekend!

Glenys Osborne's educational publishing strand will assess an educational text and move through the project proposal and costing to the aspects of substantive and copyediting that are peculiar to educational books. The group will then discuss design and move on to artwork and permissions before concluding with big-picture project management.

In the fiction strand, **Sarah Brennan** will guide participants through the manuscript of a novel and focus on the editor's relationship with the author, especially in maintaining the author's voice, tone and other style elements. The group will consider the importance of the opening passages and the overall structure, as well as the more practical matters of schedules and marketing.

Paul Watt's trade books group will be presented with a collection of material the author would like to see published as a coffee table book. Participants will examine the issues of market niche, scope and viability of the project before looking more closely at appropriate content. They will then move on to developing design briefs and marketing plans.

The hard choice is not about whether to attend, but which strand to choose!

Further information and the registration form are available from the Redact web page: <www.socedvic.org/cms/public_php/redact.php>. If you have any queries, please email <redact.residential@gmail.com>.

Book review

by Helen Moore

Enjoy your English!

A treasure-house for writers, editors, teachers, students and lovers of words

N E Renton AM

This is author Nick Renton's 60th book, in itself an impressive feat. The majority of his books are about finance, taxes and the like: areas in which it is apparent that Nick has encountered more than his fair share of egregious use of the English language. This book, while drawing on many examples from the commercial world, also shows Nick's broad interest in the English language and its curiosities.

Part I provides 'Rules for writers in a nutshell' in Nick's self-admitted prescriptive style. It tackles all the usual suspects, among them common grammatical and spelling errors, vocabulary issues, gobbledegook, plain English and gender-neutral language. This was not the section that piqued my interest the most, as guides of this sort are not uncommon. However, it's always good to see publications on the correct use of English language. The more books on correct grammar the better, as this can only help to raise the standard of writing.

Parts II and III were the sections I dipped into avidly, having happily read through the book's opening quotes (an unorthodox section, appearing before the contents). These are an eclectic selection, ranging from Sam Goldwyn ('Let's have some new clichés.') to a quote from a Manly ferry ('Toilet out of order. We regret the inconvenience.'), and from T S Eliot ('All writers need editors, and exceptionally good writers need exceptionally good editors.') to Douglas Adams ('I love deadlines – they make the loveliest whooshing sound as they go by.').

Part II is entitled 'For lovers of words'. This section contains a chapter on the number of words in the English language (and the difficulties involved in trying to reach any sort of definitive conclusion), and a considerable number of lists, which again constitute a very diverse collection of concepts, including useful mnemonics, strange headlines, new Olympic events, anniversaries and how to confuse foreigners.

My favourite chapter in this section is 'Established but illogical uses', mostly because it contains some of my own pet peeves, including 'arguably', 'decimate' and 'quantum leap'. I'm disappointed that 'begs the question' has been omitted.

There is also an entertaining section on metaphors, which is a selection from the comprehensive book by the same author,

Renton's metaphors: A dictionary of 4000 picturesque idiomatic expressions (Bas Publishing, 2005).

The chapter on curiosities of the English language is a useful compilation of things one reads on email lists, or in various books, or hears somewhere, but that one can never quite recall where to find (without 'googling'). For instance, Nick has provided some words that contain the vowels in the correct order, the sentence that contains the word 'and' five times consecutively, the shortest pangram, the longest word, and the only 15-letter word that can be spelt without repeating a letter, just to name a few.

Part III, 'Light relief', has some very entertaining and clever uses of English, contained in anecdotes, passages and stories. This is followed by a motley collection of appendixes – country codes on the Internet, selected currency symbols, world population figures, articles on the ABS, style manuals, and useful Internet links – followed by a glossary, and then a 'Tailpiece'. This addendum offers us jokes and plays on words, which are lots of fun.

I did find myself wondering what exactly the point of the book is: it is didactic in part, but mostly entertaining for the rest. Some of the inclusions – for example, world population figures, and country codes for the Internet, are mystifying – useful possibly, but a book on enjoying English isn't the first place I'd go to seek such information. And I found myself wishing that someone had an understanding of where to use en-dashes: hyphens stand where en-dashes are clearly required – this may be a trivial point, but it really irritated me. The table of contents provides a comprehensive guide to the book, but the index is not at all useful. (I would tend to look for an entry on dates or date conventions rather than MMDDYY and variations thereof.) This is somewhat of an irony, as Nick quotes himself at the beginning of the book as saying 'A book is only as good as its index'.

However, as the subtitle suggests, this book is a treasure-house for word lovers. With some patience, the reader will find some gems contained within this 326-page book.

Publication details:

Bas Publishing
ISBN 1 920910 69 7
RRP \$34.95

Discussion paper

Societies of Editors members' subscription fees – Future directions

We editors have an exciting time ahead as we see accreditation and a new national body coming together. It's time perhaps to look at our general funding – in state as well as national areas.

Is our funding adequate? It seems that some of the societies in Australia are feeling increasingly constrained by their dependence on volunteer labour and the rising work commitments of committee members. At least two of the societies now pay for a part-time administrator. New costs such as these arise and, even if some societies have funds at present, they still need to look at the future. As well, there is a need for us to look at the annual funding of our national body. Both these areas would benefit from more funds.

I believe our members' subscription fees are too low. How many other professional bodies do we know that set their rates at less than \$100 pa?

The Media, Entertainment and Arts Alliance recently offered members of the Australian Societies of Editors a discount if they joined, the fee amounting to \$439.40 pa if you earn \$45 000 a year. They call it \$8.45 a week. The MEAA has a diverse membership. How would the profession of editors advance if we put that sort of money into our own societies so they could promote us in every sense at a state and national level?

Here are some other examples of subscription fees of roughly similar professional bodies (I would be pleased to hear of any other fee scales):

- Librarians, ALIA – full member \$251 (more than \$30 000 pa), reduced fees structure \$64–126, <www.alia.org.au/membership.benefits/fees.html>
- Graphic Designers, AGDA – full membership \$192.50 pa, <www.agda.com.au>
- Accountants, AFAANZ – \$132 pa, <www.afaanz.org/afaanz_member.htm>
- Hospital Pharmacists, SHPA – full member \$341 pa, reduced fees structure, <www.shpa.org.au>

None are less than \$100 pa. So what should we be paying? More than \$100 pa, I believe.

Generally societies have a diverse range of members, some not working as full-time editors: for instance, graphic designers and others in the publishing industry, semi-retired people, and so on. We have new graduates entering. We welcome our diversity and would never want to deter those members from membership. So we must seriously consider a tiered fee structure (most societies already have one, in any event). A fair system based on total income might look like this:

\$50 000+	\$250 pa
\$30 000–50 000	\$150 pa
\$0–30 000	\$100 pa

That would mean we would be paying \$5 a week if we earned a decent salary from editing and \$3 a week if we weren't. Would this be onerous? Probably not. But think of what all our societies could do with the extra money to benefit us – to provide more workshops and training courses, run more efficiently, raise our profile, get more work for editors, and much more.

We need to look to our future: to put editors on the map and keep them there, both on a state and national level, we need to consider setting our subscription fees at a realistic level.

Comments are welcome to:

Susan Rintoul

<susan@seaviewpress.com.au>

Please note: *The author is a member of both IPED and the Society of Editors (SA), but the views expressed here are not necessarily shared by either organisation. This paper is intended only to raise a general discussion throughout the societies of editors.*

Upcoming meetings

November

We have decided to hold a lunch instead of a dinner meeting in November – the location will be somewhere in the northern suburbs and we will notify you of the date and location very soon via our e-list, as well as in the October *Newsletter*.

December

Our Christmas get-together/extravaganza/gala/BBQ will be held on 6 December – details in our next *Newsletter*.

Freelance Register 2007–08

Applications now open

Applications close Tuesday, 31 October 2006

Applications are now open for the 2007–08 *Freelance Register*. You must be a financial full member of the Society to be eligible for a listing.

Please note: Freelancers with an entry in the 2006–07 *Freelance Register* will **not** be automatically included in the 2007–08 *Register*. It is your responsibility to re-apply each year.

Distribution

Hard copies of the *Register* will be distributed to the book publishing industry, other corporations, government departments, and community organisations. Approximately 700 copies of the 2006–07 *Register* were posted in March 2006.

The *Register* is also published on the Society of Editors (Vic.) website. The online version of the *Register* will be updated at least three times during the year if you require changes to your **contact details only**.

Fee

The fee for an entry in the *Register* will be \$120 (including GST). This fee covers production, printing and distribution costs.

We are considering reducing the costs of production by publishing only an online edition of the *Register* in the future. However, this decision will require surveying clients on whether they use the print or the online version. This survey will not happen until next year. If and when we do move to online-only publication, the cost for an entry should be less.

Payment

Send a cheque for \$120, **payable to The Society of Editors (Vic) Inc.**, to: L. Elaine Miller, Little Grey House, 24 Foam Street, Elwood VIC 3184. Please write your name and address on the back of your cheque. You will be sent a receipt.

Word limit

The word limit for all professional details (i.e. all text for your entry except your name, ABN and contact details) is 180. This limit will be **strictly** enforced: if it's over the word limit, your entry will be sent back to you for editing.

Entries that were in the 2006–07 *Register* but are over 180 words will need to be condensed this year.

Proofreading your copy

You will be e-mailed a PDF file of your page to proofread and return by e-mail. Keep a copy of your original entry so

that you can proofread against it. Editorial changes to original text will not be accepted as proofreading, and you will not be sent further proofs of your entry.

Proofreading will take place **between 30 November and 15 December 2006**. If you will be unavailable between these dates, note this when you send in your entry and send your entry **by 17 October**. You will then receive your copy to proofread in November. Alternatively, arrange for someone to proofread your copy for you, and provide the e-mail address to which your PDF should be sent if you want it sent to someone other than you.

How to apply

(1) Updated entries

If you have few or no changes to your 2006–07 entry, please photocopy your page and update your contact information and/or professional details by annotating your entry clearly in red pen. (It is useful to make an enlarged photocopy, so that the annotations are clear and easy to understand.) If there are no changes, simply send a photocopy marked 'no changes'. If you have requested no changes, none will be permitted at proof stage. Please note that if your existing entry exceeds the 180-word limit, you will need to condense it.

Send your update, together with payment. If you're updating your entry but are making significant changes to it, e-mail the new text to Elaine Miller (as an attachment) at <lemur44@optusnet.com.au>, and send a hard copy with your payment.

(2) New entries

Supply your contact information and professional details, following exactly the headings given here under *Contact information* and *Professional details*. Please use the Style Guide, which has been provided for consistency in capitalisation, punctuation and the order and format of information. You may also wish to look at a 2006–07 *Freelance Register* for guidance. Please note the word limit of 180 for professional details.

Send your entry as a Word document. If you use a different application, save the file as text-only. E-mail your entry to Elaine Miller at <lemur44@optusnet.com.au>. Send a hard copy, together with payment, to Elaine at the address listed above.

Only proofreading corrections (no editorial changes) will be accepted at proof stage, for either updated or new entries.

What to include in your entry

Contact information

Name*

* **Note:** Please specify any special instructions for purposes of alphabetical order, for example if your name is Chris Johnson Smith and you want your entry under J for Johnson, not S.

Address

Telephone

Fax

Mobile

E-mail

www home page

ABN (**required**)

Professional details

Summary of services provided

In-house experience

Freelance experience

Examples of projects you have worked on and your role in them: you may wish to subdivide this section into areas such as project management, editing, writing, etc., and to specify the subject areas or types of projects. Many clients find this breakdown useful when choosing a freelance editor for a particular project. See the Style Guide for examples.

Qualifications, formal and other; relevant awards

Areas of expertise

Areas of interest (optional)

Relevant memberships

Computer platform(s) used (i.e. Windows or Macintosh)

Main software used (note versions)

Freelance Register Style Guide

This guide is for your use in helping to bring greater consistency to the *Register*.

If you have a company name, it will appear at the start of your entry. There is an index to assist clients in finding you by your own name. However, if you would rather have your name first, followed by your company name, please provide the information in the order that you prefer and **mark it to our attention**.

You must provide your ABN in order to be listed in the *Register*.

The 180-word limit will be strictly enforced. If your entry is over the limit, it will be sent back to you for editing. We do not want to second-guess your preferences as to what you want to emphasise, so you will need to make the choices as to what to keep and what to cut.

Contact information

Here is an example showing the format for addresses (no comma between suburb and state), phone numbers (no

hyphens or parentheses), website addresses, and an explanation of what information should go under each heading, if applicable to you. Also note that there are no colons after headings.

The Editing Machine Pty Ltd

Joseph P. Williams

25/55 Indian Circle

Upper Broadview VIC 3999

Phone 03 9999 9999

Fax 03 9999 9999

Mobile 0999 999 999

E-mail joe@tribenet.com.au

Web www.joethemachine.com.au

ABN 99 999 999 999

Services provided

Next comes a list of the services you provide, for example:

Copy editing (disk or hard copy), technical writing, project management, online publications, indexing.

Note the full stop at the end.

In-house experience

You may wish to list in-house position(s) and the companies for which you have worked. Capitalise position titles. Full stop (not comma or semicolon) after each position. Note the date format if you choose to use dates:

Publishing Manager, Cambridge University Press, 1988–90.
Senior Editor and Editor, Oxford University Press, 1980–88.

Or, if you wish to indicate how long you worked for a company, without dates:

Editorial Manager at Cambridge University Press. Editor at Melbourne University Press for a total of eight years. Temporary jobs for trade publishers in New York for two years.

Freelance experience

Please state, by date, the length of time you have been working on a freelance basis, not the types of services you provide (that information appears at the beginning of your entry, as well as below in 'Examples of work'). However, if you want to include past experience as part of your career history, it can be included here. You may wish to include the names of clients here, especially if there are too many to list with your 'Examples of work'. For example:

Since 1994. Clients include Penguin, Pearson, Harcourt Education.

Another example:

Editing business publications for corporations in Sydney, Melbourne and Adelaide, 1990–95. Since 1995, writing and editing website copy, in-house publications and advertising material for clients including McDougall's Infotek Systems, WorkChoices Pty Ltd, Fuller Aircraft Inc.

Examples of work

Clients have stated that this is important information for their purposes, but titles of projects don't necessarily reveal the subject area, and an editor's areas of competence are more important than specific titles.

It is helpful to group your projects according to the type of work you did on them (for example, Editing, Project management, Writing, Indexing).

You may wish to include examples within your genres or subject areas.

Note colons after subject areas; semicolons between projects for a single client; full stops between clients.

Writing and project management

Series of in-house training manuals for Master Foods.

Editing

Primary education library series: *Ten Sports for Couch Potatoes*; *Football in Ten Countries* (Williams Education Australia). *Watching the Detectives* (Costello Publishing). Trade fiction: *Threats to Our Borders* (Coalition Publishing). *Herding Cats*; *My Life as a Serial Shoplifter* (Fuller Books). *Money for Nothing* (Lancaster Press).

Areas of expertise and/or areas of interest

Expertise is obviously of more use to clients, but if something listed as an 'area of interest' is supported by your qualifications, experience, or examples of work, it's a definite plus.

Qualifications

Please include the area or major to which your degree applies (in parentheses). Comma between degree and institution; comma between degrees from a single institution; full stop between institutions. For example:

BSc (Hons) (Chemistry), University of Melbourne.
BBusPublicAdmin, MBA, gradDipEdPub, RMIT.

Member

You may list relevant organisations of which you are a member (other than the Society of Editors), e.g. Fellowship of Australian Writers, Australian Society of Indexers.

Computer information

Please indicate, on separate lines, the platform(s) that you use (Windows and/or Macintosh) and programs that you use, if relevant to the work and services you offer. For example:

Windows XP

Office 2003, Quark Xpress 5, Adobe Creative Suite CS2 Premium (including InDesign, Photoshop, Illustrator, Acrobat)

Spellings and punctuation

Titles of projects and proper names will be printed exactly as you have spelled them (unless it's clearly a typographical error, e.g. 'Monads University'), so please check carefully. You will have the chance to proofread a PDF of your entry after typesetting, but not to make editorial changes to it.

Here are some frequently used words in *Freelance Register* house style:

CD-ROM
co-ordinator
copy editing
copy-writing
disk (computer)
e-mail
Internet (capital)
non-fiction
online *but* on-screen
rewriting, restructuring (no hyphen)
website (one word, lower case)

Dates: 2001–04 (en dash)

Textual dash: unspaced em dash

Full stop after people's initials, e.g. Mary P. Chan, but not in 'PO Box', degrees (e.g. 'BS', 'PhD'), acronyms, etc.

If you have any questions, please feel free to contact Elaine Miller at <lemur44@optusnet.com.au>.

Honorary Life Members

John Bangsund, Ruth Dixon, Elizabeth Flann, Beryl Hill, Nick Hudson, Colin Jevons, Susan Keogh, Vane Lindesay, Janet Mackenzie, Sally Milner, Renée Otmar, Teresa Pitt, Yvonne Rousseau, Wendy Sutherland, Basil Walby, Lee White, Jackie Yowell

John Curtain (d. 1999)
Stephen Murray-Smith (d. 1988)
Beatrice Davis (d. 1992)
Anne Godden (d. 2004)
Frank Eyre (d. 1988)

Membership of the Society is open to anyone engaged professionally in any aspect of editing for publication, or who has had such experience in the past. Associate membership is open to anyone interested in the Society's activities. Associate members may not vote or hold office in the Society.

Application/renewal forms are available from the Membership Secretary or the Society's website: <www.socedvic.org>

Subscriptions

Full membership \$75
Distant membership \$45
Associate membership \$75

Membership application and renewal 2006–07

MY DETAILS PLEASE PRINT ALL DETAILS CLEARLY

Given name Family name
 Address Suburb
 State Postcode Email
 Tel: (BH) (AH) (Mobile)

MEMBERSHIP APPLICATION COMPLETE THIS SECTION IF APPLYING FOR MEMBERSHIP

I want to apply for **FULL MEMBERSHIP** of the society.

*Applicants **must** tick one or other of the following two boxes, but may tick both boxes.*

I have two years' full-time (or the equivalent in part-time) editing experience in paid employment **OR**

I have a post-secondary qualification in editing and publishing and one year's full-time (or the equivalent in part-time) editing experience in paid employment.

I have attached a short statement that substantiates the option I have ticked above. It includes a summary of the type and duration of my editing experience and details any relevant qualifications I have. **Note: Applicants for full membership must provide this information.**

I have attached statements from two people in editing-related employment which state that I have the necessary qualifications and experience required for full membership. (These references state each person's current occupation, employer and position.) **Note: Applicants for full membership must provide this information.**

I want to apply for **ASSOCIATE MEMBERSHIP** of the society. I have an interest in editing and associated disciplines and in the society's aims generally.

I want my associate or full membership to be **DISTANT MEMBERSHIP** because I live over 50 km from the Melbourne GPO.

MEMBERSHIP RENEWAL COMPLETE THIS SECTION IF RENEWING YOUR EXISTING MEMBERSHIP

I wish to **RENEW MY MEMBERSHIP** of the society for 2006–07.

MY PAYMENT NOTE: WE DO NOT PROCESS APPLICATIONS WITHOUT PAYMENT, OR EVIDENCE OF PAYMENT, ATTACHED TO THIS FORM.

I **ENCLOSE** a **CHEQUE** **MONEY ORDER** for \$ *Note: All memberships are due and payable on 1 July each year. New members after 1 January 2007 only pay half the membership fee for the 2006–07 year ... see table at right.*

Category	Payment required	Applicants 1/1/07-30/06/07
Full	\$75	\$37.50
Full (distant)	\$45	\$22.50
Associate	\$75	\$37.50
Associate (distant)	\$45	\$22.50

I have **TRANSFERRED PAYMENT** online to the society's bank account The Society of Editors (Vic) Inc / Commonwealth Bank / BSB 063-114 Account number 0090 1695. *Note: In the DESCRIPTION line, please type 'MEM' followed by your surname (or as many characters that will fit).* **I enclose a printout of my online receipt as proof of transaction.**

I would be interested in talking to a committee member about joining the committee at some stage in the future.

Date / / Signature

PLEASE COMPLETE THIS FORM AND POST IT TO SOCIETY OF EDITORS (VIC), P.O. BOX 176, CARLTON SOUTH, VICTORIA 3053 AUSTRALIA.

Dates for your diary

Next meeting
Commissioning new authors

Wednesday, 4 October 2006

December meeting
Christmas gala

Wednesday, 6 December 2006



If undeliverable,
please return to
PO Box 176
Carlton South VIC 3053

Committee 2006–2007

President

Liz Steele, 9387 9417
lzsteele@melbpc.org.au

Treasurer

Ian Willson
ianwillson@ozemail.com.au

Web Content Editor

Rosemary Noble
rinoble@bigpond.net.au

Web Manager

webmanagersoc@yahoo.com

Meetings Organiser

Katherine Ross
info@akra.com.au

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