Notes for contributors

Research papers are published in both *Journal of Applied Probability* (*JAP*) and *Advances in Applied Probability* (*AAP*), with longer papers typically appearing in *AAP*. However, assignation of papers between the two journals is made by the Editor on an issue-by-issue basis. A submission to Applied Probability is considered as a submission to either journal. In addition, *AAP* publishes letters specifically related to papers that have appeared in *AAP* and *JAP* publishes short communications of a few printed pages in the nature of notes and letters specifically related to papers that have appeared in *JAP*. Review papers and papers in *stochastic geometry and statistical applications* are published in *AAP*.

Fifty offprints of each paper will be provided free, with additional offprints available at cost.

Papers submitted to the Applied Probability journals are considered on the understanding that they have not been published previously and are not under consideration by another publication. Accepted papers will not be published elsewhere without the written permission of the Trust. Submitted papers should be in English. It is the author's responsibility to ensure an acceptable standard of language, and a paper failing to meet this requirement may go back to the author for rewriting before being sent out for review.

Papers should include: (i) a **short abstract** of 4–10 lines giving a non-mathematical description of the subject matter and results; (ii) a list of **keywords** detailing the contents; and (iii) a list of **classifications**, using the 2010 Mathematics Subject Classification scheme (http://www.ams.org/msc/). Letters to the Editor need not include these. To assist authors in writing papers in the Applied Probability style, they may use the LaTeX class file aptpub.cls, available from http://www.appliedprobability.org/. Use of this class file is not a condition of submission, but will considerably increase the speed at which papers are processed.

Papers should be submitted as hard copy or as electronic files (with hard copy back-up). All submissions will be acknowledged on receipt and **must be accompanied by a covering letter stating the author's postal address and affiliation**. Hard copy: Send **all** submissions to the Applied Probability office in Sheffield, and not to individual editors. Two copies of the paper, at least one of which should be double spaced, should be sent to: **Executive Editor, Applied Probability, School of Mathematics and Statistics, University of Sheffield, Sheffield S3 7RH, UK**. Electronic submission: Please email a **double-spaced** PostScript™ (.ps) or portable document format (.pdf) file, not exceeding 1 Mb. **The files must be clearly identified by name in a separate covering message**. The address for email submissions is **japaap@sheffield.ac.uk**. Authors should also submit one hard copy to the Executive Editor, as above.

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