

STYLE GUIDE

I. STUDIES¹

1. Length

The manuscript shall not exceed 80,000 characters with spaces, including footnotes. A summary (and a *resumen*) of less than 200 words in English and 200 words in Spanish, as well as a maximum of 10 keywords (and its translation into 10 *palabras clave*), will be included.

2. Contents

2.1. The manuscript shall use A4-size paper with a normal **page layout** (2.5 cm upper and lower margins and 3 cm left and right margins). Pages should be numbered on the upper right-hand corner.

2.2. The **text** shall be justified with 1.5 cm line spacing and a 1.5 cm indent in the first line of each paragraph. No additional spacing between paragraphs or sections shall be used.

2.3. The font for the **main text** of the manuscript shall be Times New Roman 12 with line spacing of 1.5 cm. The font for **footnotes**, to be inserted before punctuation marks, shall be Times New Roman 10 with single line spacing.

2.4. Any **transcripts** throughout should be typed in Times New Roman font size 10 and indented by 1.5 cm. For example:

“En ausencia de elección del Derecho aplicable por las partes, el contrato se regirá por los Principios UNIDROIT sobre los contratos comerciales internacionales. En cualquier caso, también podrá indicarse...”.

2.5. English **quotation marks** (“”) should be used throughout.

3. Structure

3.1. The **title** should be capitalized, typed in Times New Roman font size 14 and center aligned. The author’s name should be right below the title (1.5 line spacing) typed in small caps in Times New Roman font size 12. For example:

Santiago ÁLVAREZ GONZÁLEZ

A footnote signaled with an * should be added right by the author’s name, stating his/her academic status and his/her email address. For example:

Santiago ÁLVAREZ GONZÁLEZ*

¹ Unless specific norms are established for different sections, style rules corresponding to studies will also be used.

*Full Professor of International Private Law at Universidad de Santiago de Compostela (santiago.alvarez@usc.es).

If the author wants his/her work to be connected with a research project, he/she may add a footnote signaled with * after the reference to his academic status, research field and email address. For example:

*Full Professor of International Private Law at Universidad de Santiago de Compostela (santiago.alvarez@usc.es). This work has been conducted as part of the research project ...

3.2. The **table of contents** shall be typed in Times New Roman 9 with line spacing of 1.5. It shall include all sections and subsections.

3.3. Sections and subsections shall left-aligned as follows: be numbered in Arabic as follows: 1. Bold capital letters. 1.1 Bold lowercase. 1.1.1 Bold italic lowercase. a) Italic lowercase. For example:

1. REVISIÓN
1.1. Actos
1.1.1. Principios
a) Objeto

3.4. The **title, abstract (resumen) and keywords (palabras clave)** shall use the language of the study, in English and Spanish. They will appear at the beginning of the main text, between the title and the abstract of the study, with single line spacing and font size Times New Roman 12.

4. Abbreviations and acronyms

Abbreviations to be used: “art.”; “párr.” y “párrs.”; “p.” y “pp.”; “núm.” o “núms.”; “apdo.”; “véase”.

For the use of **acronyms**, the full name they refer to shall be introduced with their first use in the manuscript; the acronym in brackets will follow, and shall be used throughout. For example: ...the United Nations (UN) has defended...

5. Writing formats

In manuscripts **bold text** and underlined text shall be avoided. *Italics* shall be used when something is to be highlighted.

Links to **websites** shall use italics. For example: *<http://www.aepdiri.org/>*.

At the end of the first footnote signalled with * the date of last visit to all websites mentioned in the study will be included. For example:

*Full Professor of International Private Law at Universidad de Santiago de Compostela (santiago.alvarez@usc.es). This work has been conducted as part of the research project ... All websites mentioned in this study have been visited on the 27th November 2020.

6. In-text citations

Authors shall be cited by their Name and Last name (capitalizing the first letter in both cases). For example: ...José María Saúca's comments to the abovementioned article...

7. Footnote citations

7.1. Books: Last names (in caps), shortened name (capitalized), title (in italics), city, edition (from second onwards), publisher, year and pages; each followed by commas.

Ejemplo: ALONSO GARCÍA, M., *Curso del Derecho del Trabajo*, Barcelona, 10.^a ed., Ariel, 1999, pp. 19- 35.

7.2. Journal articles: Last names (in caps), shortened name (capitalized), title (between quotation marks), journal name (in italics), volume (vol.), year, number (núm.) and pages; each followed by commas. If the journal indicates a citation format for its name and acronym, such format will be accepted.

For example: WEILER, J., "EU Competition Law", *EJIL*, vol. 19, 2008, núm. 2, pp. 4-30.

If a single page is to be highlighted, a reference to it shall be added:

For example: WEILER, J., "EU Competition Law", *EJIL*, vol. 19, 2008, núm. 2 pp. 4-30, p. 7 - PASTOR RIDRUEJO, J. A., "Principios generales", *REDI*, 2010, núm. 1, pp. 23-24.

7.3. Contributions to collective works: Last names (in caps), shortened name (capitalized), title (between quotation marks), last name/s (in caps), and shortened name of the coordinators/directors/editors (such status within brackets), title of the collective work (in italics), volume, city, edition, publisher, year, pages; each followed by commas.

For example: TOMUSCHAT, Ch., "In the Twilight Zones of the State", in BUFFARD, I., CRAWFORD, J., PELLET, A., and WITTICH, S. (eds.), *International Law between Universalism and Fragmentation. Festschrift in Honour of Gerhard Hafner*, Leiden/Boston, Martinus Nijhoff, 2008, pp. 479-501.

Caution: When a work is cited more than once (book, article or contribution to collective work), from the second citation it shall be indicated with *op. cit.* (instead of its title), followed by the page/s in question. If two or more works from the same author have been cited, the citation shall make clear which of them it refers to. If a work has just been cited in the immediately previous footnote, *ibidem* shall be used.

For example: ALONSO GARCÍA, M., *op. cit.*, p. 28.

7.4. International case law: The official format shall be used.

When citing case law of the International Court of Justice or the International Tribunal for the Law of the Sea, the official model in English or French shall be used. If the official name of the resolution is translated into Spanish, this option shall be inspired by the official versions.

When citing case law of the European Court of Justice, the citation format of this court shall be used (European Case-Law Identifier): http://curia.europa.eu/jcms/jcms/P_126035/

For example: As. C- 169/10, ECLI:EU:C:2012:531.

When citing case law of the European Court of Human Rights, the format will be inspired by the official citation format:

- Judgment delivered by the Grand Chamber: *Fernández Martínez c. España* (GS), núm. 56030/07, párr. 67, TEDH 2014.

- Judgment delivered by a Chamber: *De la Flor Cabrera c. España*, núm. 10764/09, párrs. 7- 10, TEDH 2014.

- Decisions: *Bankovic y otros c. Bélgica y otros* (dec.) (GS), núm. 52207/99, TEDH 2001.

When citing other international court decisions (whether by permanent or arbitration courts) in Spanish, indicate the case name (including, where appropriate, the States parties separated by “c.” in Spanish and “v.” in English and in brackets), in addition to the case number, the date of the decision or award, and the cited paragraph:

- *Controversia relativa a la jurisdicción marítima de Filipinas en el Mar occidental de Filipinas (Filipinas c. China)*, caso núm. 2013-19, laudo sobre jurisdicción y admisibilidad de 20 de octubre de 2015, párr. 34.

- *Charanne BV y Construction Investments SARL c. España*, caso núm. 062/2012, laudo de 21 de enero de 2016, párr. 5.

7.5. State case law:

When citing Spanish case law, the following pattern shall be used:

- Tribunal Constitucional: STC 98/1994, de 2 de junio, FJ 5.

- Tribunal Supremo: STS/ATS (Sala de lo Contencioso-administrativo, Sección 2.^a), de 5 de diciembre de 2015.

- Audiencia Provincial: Sent./Auto de la AP de Madrid (Sección ...), de 20 de mayo de 2015.

- Juzgado de Primera Instancia: Sent./Auto del Juzgado de Primera Instancia núm. 1 de Cádiz, de 1 de septiembre de 2006.

For any other decision, a citation format inspired by the formats above shall be used:

For case law from other states, references shall be harmonised so that they follow a similar pattern.

For all state case law (Spanish and other), the ECLI reference shall be used, if available. For example: ECLI:ES:TS:2015:4162. If this is not possible, the reference of the resolution in a database shall be provided.

7.6. Other provisions: In their first citation, norms officially published shall follow the name used in the official gazette, bulletin or journal. For example:

- Reglamento (UE) núm. 1215/2012 del Parlamento Europeo y del Consejo, de 12 de diciembre de 2012, relativo a la competencia judicial, el reconocimiento y la ejecución de resoluciones judiciales en materia civil y mercantil, DOUE L 351, de 20 de diciembre de 2012

- Regulation (EU) No 1215/2012 of the European Parliament and of the Council, of 12 December 2012, on jurisdiction and the recognition and enforcement of judgments in civil and commercial matters, DOUE L 351, of 20 December 2012

- Ley 29/2015, de 30 de julio, de cooperación jurídica internacional en materia civil, *BOE* núm. 182, de 31 de julio de 2015

- Loi portant le Code de Droit international privé du 16 juillet 2004, *Moniteur belge* du 27-07-2004

In subsequent citations, the identification number of the norm will be indicated. For example:

- Regulation 1215/2012.

- Ley 29/2015.

Similarly, the norm may be referred to by its common name in the academy, if this is how it was indicated when it is cited for the first time.

II. EDITORIAL

Editorials shall range between 3,000 and 8,500 characters with spaces. The inclusion of 3 to 5 keywords is recommended. No table of contents nor abstract shall be included. Footnotes may be used (and their characters will be included in the word count).

III. FORUM

Forum contributions shall not exceed 20,000 characters with spaces, including footnotes. They will include 3 to 5 keywords (and their translation into *palabras clave*). No table of contents nor abstract shall be included.

IV. PRACTICE

Practice contributions shall not exceed 20,000 characters with spaces, including footnotes. They will include 3 to 5 keywords (*palabras clave*). No table of contents nor abstract shall be included.

V. BOOK REVIEWS

Reviews shall not exceed 6,000 characters with spaces, excluding the reference of the book reviewed and the authorship of the review (name and university). Footnotes shall not be used; if needed, references shall be included in the text within brackets.